



MEMORANDUM

TO: Satpal Sidhu, County Executive
FROM: Erika Lautenbach, Director
RE: Northwest Youth Services – Ground Floor Day Use Center Contract Amendment #5
DATE: December 13, 2022

Attached is a contract amendment between Whatcom County and Northwest Youth Services for your review and signature.

▪ **Background and Purpose**

This contract supports operations at the Ground Floor Day Use Center, an accessible, supportive and service rich space for Whatcom County youth ages 13-24 who are experiencing homelessness or housing instability. This funding is intended to provide early interventions in young people’s lives to promote health, wellbeing and community connections.

▪ **Funding Amount and Source**

Funding for this contract, in an amount not to exceed \$160,000, is provided by Document Recording Fees, and the Washington State Department of Commerce Emergency Solutions COVID-19 (ESG-CV) Grant (CFDA 14.231). These funds are included in the 2023 budget. Council approval is required as the additional funding provided by this amendment exceeds 10% of the budget previously authorized by Council.

▪ **Differences from Previous Contract**

Section	Revision Purpose
General Terms – Section 10.2 Extension	Extends contract through 2023
Exhibit A –	
▪ Section I. Background	Extends center hours
▪ Section II. Program Requirements	<ul style="list-style-type: none"> ▪ Adds requirement to document efforts to minimize community impact related to shelter operations ▪ Adds requirement for staff de-escalation training and staff training documentation ▪ Adds requirement for HMIS reporting and guest enrollment in HMIS database
▪ Section III. Additional Requirements	<ul style="list-style-type: none"> ▪ Add requirement to ensure that costs funded by document recording fees are consistent with RCW 36.22.178. ▪ Add requirement to provide a program update and community engagement plan to Whatcom County Council
Exhibit B –	
<ul style="list-style-type: none"> ▪ Replaces general funds with document recording fees ▪ Increases total funding by \$13,230 to support extended center hours and associated costs ▪ Expands reimbursable costs for shelter operations 	
Exhibit E – Adds Commerce ESG-CV Grant Subaward Information	
Exhibit F – Adds Commerce ESG-CV Grant	

Please contact Ann Beck, Community Services Manager at 360-778-6055 (ABeck@co.whatcom.wa.us) or Kathleen Roy, Assistant Director at 360-778-6007 (KRoy@co.whatcom.wa.us), if you have any questions or concerns regarding this request.

