

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No.
202508013

Originating Department:	35 Sheriff's Office
Division/Program: (i.e. Dept. Division and Program)	3540 Bureau of Support Services / 354078 Sex Offender Registration
Contract or Grant Administrator:	Steve Harris, Undersheriff
Contractor's / Agency Name:	Washington Association of Sheriffs and Police Chiefs
Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes ☐ No ☒ Yes ☒ No ☐ If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____	
Does contract require Council Approval? Yes ☒ No ☐ If No, include WCC: _____ Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)	
Is this a grant agreement? Yes ☒ No ☐ If yes, grantor agency contract number(s): <u>RSO 2025-26 Whatcom</u> CFDA#: <u>N/A</u>	
Is this contract grant funded? Yes ☒ No ☐ If yes, Whatcom County grant contract number(s): _____	
Is this contract the result of a RFP or Bid process? Yes ☐ No ☒ If yes, RFP and Bid number(s): _____ Contract Cost Center: <u>10003528</u>	
Is this agreement excluded from E-Verify? No ☒ Yes ☐ If no, include Attachment D Contractor Declaration form.	
If YES, indicate exclusion(s) below: ☐ Professional services agreement for certified/licensed professional. ☐ Goods and services provided due to an emergency ☐ Contract work is for less than \$100,000. ☐ Contract for Commercial off the shelf items (COTS). ☐ Contract work is for less than 120 days. ☐ Work related subcontract less than \$25,000. ☒ Interlocal Agreement (between Governments). ☐ Public Works - Local Agency/Federally Funded FHWA.	
Contract Amount:(sum of original contract amount and any prior amendments): \$ <u>130,767.67</u> This Amendment Amount: \$ _____ Total Amended Amount: \$ <u>130,767.67</u>	Council approval required for; all property leases, contracts or bid awards exceeding \$40,000 , and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when: 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope: _____	
State funding is allocated to local law enforcement to verify the address and residency of all registered sex offenders and kidnapping offenders under RCW 9A.44.130.	
Term of Contract: 7/1/25	Expiration Date: 06/30/2026

Contract Routing:

1. Prepared by: Donna Duling
2. Attorney signoff: Approved via email BW/100
3. AS Finance reviewed: Approved via email DK/100
4. IT reviewed (if IT related): _____
5. Contractor signed: _____
6. Submitted to Exec.: JL
7. Council approved (if necessary): AB2025-586
8. Executive signed: 9/12/2025
9. Original to Council: _____

Date: 7/3/24 8/11/25
 Date: 8/11/25
 Date: 8/12/25
 Date: _____
 Date: _____
 Date: 8/14/2025
 Date: 9/9/25
 Date: _____

**WHATCOM COUNTY
SHERIFF'S OFFICE**
DONNELL "TANK" TANKSLEY
Sheriff



PUBLIC SAFETY BUILDING
311 Grand Avenue
Bellingham, WA 98225
(360) 778-6600

MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Donnell Tanksley, Sheriff 

DATE: August 11, 2025

RE: Washington Association of Sheriffs and Police Chiefs
Registered Sex Offender Address and Residency Verification Program
July 1, 2025 – June 30, 2026

Enclosed for your review and signature is one (1) original agreement between Whatcom County and Washington Association of Sheriffs and Police Chiefs for Registered Sex Offender Verification Program funding.

- **Background and Purpose**
Interagency agreement provides state funding for personnel to staff the registration program which tracks the addresses and residencies of all registered sex offenders and kidnapping offenders in Whatcom County in accordance with RCW 9A.44.130.
- **Funding Amount and Source**
State funding of \$130,767.67 from Washington Association of Sheriffs and Police Chiefs.
- **Differences from Previous Contract**
A decrease in funding of \$2,125.28 from previous year.

Please contact Undersheriff Steve Harris at extension 6718 if you have any questions.

Enclosures



Washington Association of
**SHERIFFS &
POLICE CHIEFS**

3060 Willamette Drive NE
Lacey, WA 98516
360-486-2380 (Phone)
360-486-2381 (Fax)
www.waspc.org

President
Sheriff John Nowels
Spokane County

June 24, 2025

President-Elect
Chief Rafael Padilla
City of Kent

Sheriff Donnell Tanksley
Whatcom County Sheriff's Office
311 Grand Avenue
Bellingham, Bellingham 98225

Vice President
Sheriff Joe Kriete
Grant County

Past President
Chief Darrell Lowe
City of Redmond

Dear Sheriff Donnell Tanksley:

Subject: Registered Sex Offender Address Verification Program.

Treasurer
Chief Damon Simmons
City of Liberty Lake

The Washington State Legislature allocated \$9.9 million dollars over the 2025-2027 biennium for the Registered Sex Offender Address Verification Program. This year, local agencies will receive \$4.81 million dollars to conduct face-to-face address verifications for registered sex and kidnapping offenders as directed by RCW 9A.44.130. In 2010, this grant program was established with the intent that all sex offenders and kidnapping offenders would be verified at their registered address by the Sheriff's Office. This face-to-face address verification is important to maintain accuracy of the Sex Offender Registry and to enforce the sex offender registration laws of Washington State. It is important that this money continue to be used for its intended purpose.

Executive Board

Chief Cole Langdon
City of Lynnwood

Chief Rebecca Mertzig
City of Bellingham

Sheriff Clay Myers
Kittitas County

Chief Rick Johnson
East Wenatchee Police
Department

Sheriff James Raymond
Franklin County

Sheriff Mike Morrison
Chelan County

Chief Sam White
Lower Elwha Klallam
Police Department

Chief John Batiste
Washington State Patrol

Mike Herrington, SAC
FBI—Seattle

I am pleased to inform you that the **Whatcom County Sheriff's Office** will receive **\$130,767.67** for the Registered Sex Offender Address Verification Program. The grant cycle will follow the state fiscal year, starting July 1, 2025 and ending June 30, 2026. Quarterly grant reports are due on October 10, 2025, January 10, 2026, April 10, 2026 and July 10, 2026. Quarterly grant reports are to be completed electronically and will be emailed to RSO coordinators. Reports must be received by WASPC prior to quarterly grant payments being issued to your agency.

Address verification funds are designed to support all aspects of registered sex offender address verification. Most importantly, funds are required to be used for face-to-face verification of a sex offender's address at the place of residency.

Steven D. Strachan
Executive Director

- For Level I Offenders—face-to-face address verification will occur once every twelve months.
- For Level II Offenders—face-to-face address verification will occur once every six months.
- For Level III Offenders—face-to-face address verification will occur once every three months.
- For the purposes of this grant, unclassified offenders and kidnapping offenders are considered level I offenders, unless the local jurisdiction sets a higher classification in the interest of public safety.

Leading collaboration among law enforcement professionals to enhance public safety.

Funding from this program will be used to send at least one staff member to at least one WASPC OffenderWatch User Group and SONAR Committee Meeting. Meeting dates are July 23, 2025, October 22, 2025, January 28, 2026, and April 22, 2026.

Address verification data must be entered into the statewide sex offender database, OffenderWatch. WASPC will conduct audits of the OffenderWatch records to confirm verification entries and completeness of records.

Registration, community notification and verification of offenders must follow the applicable state statutes (RCWs 4.24.550, 9A.44.130, 9A.44.135, 36.28A.230, etc.). Any delegation to cities should have signed Memorandums of Understanding (MOUs) clearly defining agreed upon responsibilities.

Please note the following terms will be adhered to for the 2025-2026 Registered Sex Offender Address Verification Program:

- Any agency not meeting at least 90% of required verifications will be contacted to develop a plan to correct the agency's noncompliance.
- Any agency not using OffenderWatch to track RSOs and verifications will not receive that quarter's grant payment until OffenderWatch records are adequately corrected.
- Agencies that do not participate in at least two (one in-person and one virtual) OffenderWatch User Group and SONAR Committee meetings will be penalized 10% of the final quarter's grant payment.
- Agencies should have at least one person trained in the current coding rules for the Static 99R.
- Quarterly grant reports must be received by WASPC prior to quarterly grant payments being issued to your agency.
- The agency may retain up to three percent (3%) of the amounts provided pursuant to this section for the cost of administration.

Please review the attached interagency agreement, sign, date, and return to the WASPC Office ASAP. If you have any questions, please contact Terrina Peterson at (360) 486-2386 or tpeterson@waspc.org.

Sincerely,

DocuSigned by:

0429DD062C5F4A6...
Jamie Weimer
Chief of Staff

**WASHINGTON ASSOCIATION OF SHERIFFS AND POLICE CHIEFS
INTERAGENCY AGREEMENT—SPECIFIC TERMS AND CONDITIONS**

Registered Sex Offender Address Verification Program

This AGREEMENT is entered into by and between the **WASHINGTON ASSOCIATION OF SHERIFFS AND POLICE CHIEFS** (hereinafter referred to as WASPC) and the **WHATCOM COUNTY SHERIFF'S OFFICE** (hereinafter referred to as the RECIPIENT).

Award Recipient Name and Address:

Whatcom County Sheriff's Office
311 Grand Avenue
Bellingham, WA 98225311 Grand
AvenueBellinghamWA98225

Agency Contact: Donnell Tanksley

Title: Sheriff

Project Title

Registered Sex Offender Address Verification

Funding Cycle

July 1, 2025-June 30, 2026

Agreement No:

RSO 2025-26 Whatcom

Funding Authority:

WA Association of Sheriffs and Police Chiefs

Grant Award:

\$130,767.67

Service Area:

Whatcom County

FUNDING SOURCE

Funding for this AGREEMENT is provided to WASPC through the Criminal Justice Training Commission from the State of Washington. Funding awarded the RECIPIENT shall not exceed the amount shown on the award letter.

SCOPE OF SERVICES

The RECIPIENT shall use the funds awarded to meet the following requirements:

- Face-to-face verifications of all registered offenders based on the schedule outlined in the award letter and RCWs 36.28A.230 and 9A.44.135. Any agency not meeting at least 90% of required verifications will be contacted to develop a plan to correct the agency's noncompliance.
- Quarterly reports will be submitted electronically by October 10, 2025, January 10, 2026, April 10, 2026, and July 10, 2026. Funds will be disbursed in equal allotments each quarter. Quarterly grant reports must be received by WASPC prior to quarterly grant payments being issued to your agency.
- Attendance of at least two OffenderWatch User Group and SONAR Committee Meeting. Meeting dates are July 23, 2025, October 22, 2025, January 28, 2026, and April 22, 2026. Agencies that do not participate in at least two OffenderWatch User Group and SONAR Committee meetings will be penalized 10% of the final quarter's grant payment.
- Up to date and accurate record entries into OffenderWatch. Any agency not using OffenderWatch to track verifications will not receive that quarter's grant payment until OffenderWatch records are adequately corrected.
- The agency may retain up to three percent (3%) of the amounts provided pursuant to this section for the cost of administration.

IN WITNESS WHEREOF, WASPC and RECIPIENT acknowledge and accept the terms of this AGREEMENT and attachments hereto, and in witness whereof have executed this AGREEMENT as of the date and year written below. The rights and obligations of both parties to this AGREEMENT are governed by the information on this Award Sheet and Letter and other documents incorporated herein.

For WASPC Name: Jamie Weimer Title: Chief of Staff Agency: WA Assn. of Sheriffs & Police Chiefs Date: 8/11/2025	For RECIPIENT Name: Donnell Tanksley Title: Sheriff Agency: Whatcom County Sheriff's Office Date:
Signature: DocuSigned by: Jamie Weimer 0429DD062C5F4A6...	Signature: See Attached

WHATCOM COUNTY:
Recommended for Approval:



Donnell Tanksley, Sheriff

8/12/25
Date

Approved as to form:

Approved via email Bw/BD

Prosecuting Attorney

8/11/25
Date

Approved:

Accepted for Whatcom County:

DocuSigned by:

By: _____
Satpal Sidhu, Whatcom County Executive

9/12/2025
Date