



## MEMORANDUM

TO: Whatcom County Council

FROM: Council Staff

RE: Tyler Byrd edits to AB2024-767, Healthy Children's Fund spending

DATE: November 24, 2024

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### **NOW THEREFORE BE IT RESOLVED** (page 2)

#### **A. Timeline for execution of contracts**

1. HCF contracts should be finalized within 90 days of contract award letter unless the Council approves an extension requested by staff (changes from unless Council delays the timeline).
2. Staff requests for formal extensions shall:
  - a. Be requested 20 days prior to approval deadline
  - b. Extension shall be for no more than 30 days beyond current deadline, but an additional extension may be requested
  - c. Include the reason for delay along with a proposed solution to ensure completion by new deadline
  - d. Include a letter from the contractee acknowledging the extension request, agreeing with the proposed solution, and providing any additional information.

#### **Adds New Item**

**Reporting and audits:** Excludes from reporting and audit requirements any programs, contracts, results, or metrics related to programs not directly funded with HCF funds (for example ARPA funds).

#### **F. Independent auditor**

Establishes timeframes for contracting an independent auditor and creates an audit schedule (replaces item F on current draft ordinance, which requires an auditor to be hired by the end of 2025), including

1. RFP for independent audit posted immediately upon approval of ordinance
2. Contract with independent auditor no later than Jan. 31, 2025
3. Complete audit and review of 2023-2024 HCF performance and provide results to Council and Child and Family Wellbeing Task Force by April 30, 2025.
4. Complete subsequent biannual reviews to Council and Child and Family Wellbeing Task Force by:
  - a. March 31, 2027
  - b. March 31, 2029
  - c. March 31, 2031
  - d. March 31, 2033