



Memorandum

TO: Satpal Sidhu, County Executive
FROM: Erika Lautenbach, Director
RE: Northwest Youth Services – Positive Adolescent Development (PAD) Program Contract Amendment #2
DATE: **NOVEMBER 9, 2023**

Attached is a contract amendment between Whatcom County and Northwest Youth Services for your review and signature. This amendment extends the contract for an additional year and updates the budget to reflect the extended contract period, which includes an additional \$20,400 in personnel costs resulting from greater staff coverage.

▪ **Background and Purpose**

This contract provides funding for the operation and maintenance of Northwest Youth Services' PAD Program, which provides emergency shelter and support services for 13 to 17-year-old runaway and homeless youth. The PAD Program provides a safe and stable environment where support, connection to behavioral health services and assistance with creation of a permanent housing plan are all available to youth.

▪ **Funding Amount and Source**

Funding for this contract period (01/01/2024 – 12/31/2024) is not to exceed \$140,000 and is provided by HB 2060 Low-Income Housing Funds. These funds are included in the 2024 budget. Council authorization is required as this amendment increases funding by more than 10% of the amount authorized by Council on 12/06/2022.

▪ **Differences from Previous Contracts**

Section	Differences
General Terms – Section 10.2, Extension	Extends contract through 12/31/2024
Exhibit A – Scope of Work	Updates the quarterly reporting form link, updates program outcomes, and removes the requirements to report to Council which were completed in April 2023.
Exhibit B – Compensation	Updates the budget to reflect the extended contract period which includes an additional \$20,400 in personnel costs over the previous contract period.

Please contact Christopher D'Onofrio, Housing & Homeless Services Supervisor at 360-778-6049 (CDonofri@co.whatcom.wa.us) or Kathleen Roy, Financial & Administrative Manager at 360-778-6007 (KRoy@co.whatcom.wa.us), if you have any questions.