



Memorandum

TO: Satpal Sidhu, County Executive

FROM: Erika Lautenbach, Director

RE: Opportunity Council – Housing Case Management Contract Amendment #7

DATE: **APRIL 28, 2023**

Attached is a contract amendment between Whatcom County and Opportunity Council for your review and signature.

■ **Background and Purpose**

Housing Case Managers provide assistance to households to access housing, improve housing stability and reduce homelessness through joint efforts between the Whatcom Homeless Service Center (WHSC) and the Community Services Division of the Opportunity Council. The WHSC serves as the fiscal hub for Whatcom County's rental assistance programs. When local agencies, including the Opportunity Council's Community Services Division (the OC's Case Management Department), connects clients with a program that uses rental assistance, they coordinate with the WHSC to print rental assistance checks and mail them directly to landlords. Having a single payer of rental assistance ensures that landlords are not collecting rent checks from more than one agency.

This contract provides funding for case management and supportive services to the Opportunity Council's Community Services Division clients who are experiencing or at risk of experiencing homelessness, or who are newly housed, in order to improve housing stability and reduce homelessness in Whatcom County.

This amendment *a)* increases funding for personnel by \$13,415 from local document recording fees and \$10,493 from the Consolidated Homeless Grant Base Funding, to support the increased costs of labor, *b)* adds scope of work and \$339,164 in funding for the newly available targeted eviction prevention program from the Washington State Department of Commerce, *c)* adds \$107,000 of Emergency Solutions Grant (ESG-CV) funding to further increase housing case management capacity, *d)* adds \$2,000 for training (document recording fees), *and e)* updates Consolidated Homeless Grant Confidentiality & Indemnification requirements.

■ **Funding Amount and Source**

This amendment increases total funding by \$472,072. Funding for this contract, in an amount not to exceed \$1,079,307 during the current contract period (01/01/2023 – 12/31/2023) and \$1,928,202 during the entire contract period (07/01/2021 – 12/31/2023), is provided by local document recording fees, the Veterans Assistance Fund, and the Washington State Department of Commerce Consolidated Homeless and Emergency Solutions (ESG-CV – CFDA 14.231) grants. These funds are included in the 2023 budget.



Council authorization is required as the funding added by this amendment exceeds 10% of the amount authorized by Council on 12/06/2022.

▪ **Differences from Previous Contracts**

Section	Revision Purpose
Exhibit A – Scope of Work	Update program outcomes and reporting requirements
Exhibit B – Compensation	<ul style="list-style-type: none"> • Increase funding for personnel to support the increased costs of labor by \$23,908 • Increase operational funding for targeted eviction prevention by \$339,164 • Increase operational funding for housing case management by \$107,000 • Increase training budget by \$2,000
Exhibit E – Special Terms & Conditions of Commerce Grants	Update Confidentiality (7.) and Indemnification (12.) to reflect updated language from Commerce’s Consolidated Homeless Grant.

Please contact Christopher D’Onofrio, Housing and 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.