

**WHATCOM COUNTY
EXECUTIVE'S OFFICE**
County Courthouse
311 Grand Ave. Suite #108
Bellingham, WA 98225



Satpal Singh Sidhu
County Executive

March 19, 2025

Erika L. Lautenbach


Dear Erika,

This letter is to follow up on the March 5, 2025, meeting with you, Aly Pennucci, Melissa Keeley, and myself. At that meeting we provided you with notice that it was my intent to separate you from County employment.

This decision follows a pattern of concerns regarding your performance in key leadership responsibilities, including but not limited to your failure to provide accurate and complete budget information, ongoing failure to resolve budget inaccuracies, and an inability to work collaboratively and deliver on the highest priority Executive directives. As a department head, it is crucial to demonstrate sound financial oversight of operations, proactive problem-solving, and generally a commitment to oversight and quality control on materials that are relied on by our office and the Council to inform budget and policy decisions. Your failure to meet these critical expectations has led to this decision to terminate your employment effective March 19, 2025.

Your unused paid time off will be cashed out as a lump sum on your last paycheck which will be mailed to you. Your benefits coverage provided by Whatcom County will continue through May 31, 2025. Human Resources will mail you separation information including your right to continue your health and welfare benefits through COBRA on a self-pay basis. Please also remember that our Employee Assistance Program is available for you during this time of transition. They can be reached at 1-800-607-1522.

Please contact Melissa Keeley (mkeeley@co.whatcom.wa.us) or Bea Acland (bacland@co.whatcom.wa.us) in Human Resources by Friday, March 21, to arrange a time to return any County property you have and to collect your personal belongings.

Erika, I wish you the best in your future endeavors.

Sincerely,

A handwritten signature in blue ink that reads "Satpal Singh Sidhu".

Satpal Singh Sidhu
County Executive

Cc: HR Personnel