



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Social Services  
**Department No.:** 044  
**For Agenda Of:** July 3, 2018  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department Daniel Nielson, Social Services Director  
Director(s) (805) 346-7101  
Contact Info: Raymond L. McDonald, Executive Director, Workforce  
Development Board (805) 681-4446

**SUBJECT:** Memorandum of Understanding for Cost Sharing between Santa Barbara County  
Workforce Development Board and each of the Santa Barbara County America's Job  
Center of California<sup>SM</sup> One-Stop System Partners

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: N/A

**Other Concurrence:** Risk Management

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve, ratify and authorize the Santa Barbara County Chief Elected Official and the Santa Barbara County Workforce Development Board Executive Director to execute the Memorandum of Understanding for Affiliate America's Job Center of California<sup>SM</sup> Cost Sharing Between Santa Barbara County Workforce Development Board and Santa Barbara County America's Job Center of California<sup>SM</sup> One-Stop System Partners;
- b) Approve, ratify and authorize the Santa Barbara County Chief Elected Official and the Santa Barbara County Workforce Development Board Executive Director to execute the MOU, on behalf of the WIOA Title I Adult and Dislocated Worker Programs, with the Santa Barbara County Workforce Development Board; and
- c) Determine that the approval and execution of the Memorandum Of Understanding is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), finding that the execution of the Memorandum Of Understanding is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant

effect on the environment, and where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment, the activities are not subject to CEQA.

### **Summary Text:**

This item is on the agenda in order to approve and authorize the Santa Barbara County Chief Elected Official and the Santa Barbara County Workforce Development Board Executive Director, signing on behalf of the Santa Barbara County Workforce Development Board (SBWDB), to execute a Memorandum of Understanding (MOU) for Cost Sharing between SBWDB and each America's Job Center of California<sup>SM</sup> (AJCC) One-Stop System partner.

It is the recommendation of the Department of Social Services to authorize:

1. The Santa Barbara County Chief Elected Official and the Santa Barbara County Workforce Development Board Executive Director to execute the MOU with the AJCC One-Stop System partners collocated at the Affiliate AJCC One-Stop Center located on Ortega Street in Santa Barbara; and
2. The Santa Barbara County Chief Elected Official and the Santa Barbara County Workforce Development Board Executive Director to execute the MOU, on behalf of the WIOA Title I Adult and Dislocated Worker Programs, with the SBWDB;

### **Background:**

The Workforce Innovation and Opportunity Act (WIOA) was signed into law on July 22, 2014. It repeals the Workforce Investment Act of 1998 and replaces it with new authorization language that is in effect from July 1, 2015 through June 30, 2020.

The WIOA requires that a MOU be developed and executed between the SBWDB, with the agreement of the Santa Barbara County Chief Elected Official and each of the AJCC One-Stop System partners. The MOU addresses how the SBWDB and AJCC One-Stop System partners will arrive at infrastructure funding agreements. The State of California Employment Development Department (EDD), through Directives WSD 16-09 and 16-22 provides local Workforce Development Boards throughout California the following guidance regarding the required MOUs for Cost Sharing (to be completed, in part, by September 1, 2017, with the remainder to be completed by June 30, 2018):

- Currently, only AJCC partners who are physically collocated in an AJCC One-Stop center (full-time or part-time) must contribute their proportionate share towards infrastructure costs. Currently, there is not a statewide data tracking system that can provide accurate and reliable data for allocating the benefit received by non-collocated partners. In order to remain in compliance with federal Uniform Guidance and cost allocability rules, the requirement to contribute to infrastructure costs at this time only applies to those partners who are physically collocated in the job centers.

The cost sharing MOU for the Affiliate AJCC One-Stop Center before your Board for approval involves only SBWDB and EDD, as these are the only two entities currently physically co-located at the Affiliate AJCC One-Stop Center in Santa Barbara located on Ortega Street.

A previous cost sharing MOU addressed sharing costs for the comprehensive AJCC One-Stop Center in Santa Maria on S. Broadway, and was approved by your Board and submitted to EDD in August 2017. That MOU also addressed the requirement that the non-located partners agree to share AJCC One-Stop Center costs in the future when reliable data becomes available that facilitates cost allocation in compliance with federal Uniform Guidance and cost allocability rules. The complete list of AJCC One-Stop System required partners below is for information purposes only.

The AJCC One-Stop System required partners under WIOA are identified in the federal statute by the type of federal funding received. Entities receiving the federal funding can change. Each required AJCC One-Stop System partner enters into an MOU with the SBWDB. Entities/individuals are designated by the WIOA statute as MOU signatories because they currently receive federal funding that results in being designated a required AJCC One-Stop System partner under the WIOA statute. These include:

- **Santa Barbara County Chief Elected Official and Santa Barbara County Workforce Development Board Executive Director (colocated)**
  - **WIOA Title I Adult (colocated), Dislocated Worker (colocated), and Youth (non-colocated) federal funding**
- Allan Hancock College (non-colocated)
  - WIOA Title II Adult Education and Literacy federal funding, and
  - Carl Perkins Career Technical Education federal funding
- Santa Barbara City College (non-colocated)
  - WIOA Title II Adult Education and Literacy federal funding, and
  - Carl Perkins Career Technical Education federal funding
- Lompoc Unified School District (non-colocated)
  - WIOA Title II Adult Education and Literacy federal funding
- **State of California Employment Development Department (colocated)**
  - **WIOA Title II Wagner-Peyser federal funding**
  - **Veterans federal funding**
  - **Trade Adjustment Assistance Act federal funding**
  - **Unemployment Compensation federal funding**
- State of California Department of Rehabilitation
  - WIOA Title IV Vocational Rehabilitation federal funding
- Asociacion Nacional Pro Personas Mayores; National Association for Hispanic Elderly
  - Title V Older Americans Act (Senior Community Service Employment Program) funding
- Center for Employment Training
  - Migrant Seasonal Farmworkers (Section 16) federal funding
- Santa Barbara County Department of Social Services
  - Temporary Assistance for Needy Families/CalWORKs federal funding

**Performance Measure:** Each federal program operated either by the SBWDB or by each AJCC One-Stop System partner continues to comply with the federal statutory performance measures for its own federal program. The MOU imposes no new performance measures.

**Fiscal and Facilities Impacts:**

Pursuant to EDD Directives WSD16-02 and WSD 16-22, this MOU for Cost Sharing addresses resources and costs that are already included in current approved program budgets funded by existing allocations, and existing leases. There is no requirement for any additional funding or expenditures. No

new facilities will be required under this MOU. The SBWDB and each AJCC One-Stop System partner will continue to operate their programs in their current existing facilities.

**Key Contract Risks:** The MOU requires the parties to indemnify, defend, and hold harmless the other parties from claims and demands arising out of the indemnifying parties' acts or omissions. The MOU limits the indemnification obligations for acts or omissions that arise from the MOU.

**Staffing Impacts:**

**Legal Positions:**

None

**FTEs:**

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**Special Instructions:**

Please email scanned copy of minute order to Emma Duncan at [e.duncan@sbcsocialserv.org](mailto:e.duncan@sbcsocialserv.org), and mail hardcopy to:

DSS Contracts Unit

C/O Emma Duncan

2125 S. Centerpointe Parkway, 3<sup>rd</sup> Floor

Santa Maria, CA 93455

**Attachments:**

Attachment 1 – MOU for Cost Sharing between SBWDB and each of the Santa Barbara County AJCC<sup>SM</sup> One-Stop System Partners

**Authored by:**

Raymond L. McDonald, Workforce Development Board Executive Director

Linda Hillman, Workforce Development Board Deputy Director

Emma Duncan, Contracts Coordinator