



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

Submitted on:
(COB Stamp)

Department Name: Social Services
Department No.: 044
Agenda Date: September 9, 2025
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director: Daniel Nielson, Social Services Director
Contact Info: Luis F. Servin, Executive Director, Workforce Development Board
SUBJECT: Memorandum Of Understanding between Santa Barbara County Workforce Development Board and the Santa Barbara County America's Job Center of CaliforniaSM One-Stop System Partners for Program Years 2025-2028

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve, ratify and authorize the Santa Barbara Chief Elected Official (the Board of Supervisors of the County of Santa Barbara through its Chair), and the Santa Barbara County Workforce Development Board (through the Board Executive Director) to execute the Memorandum of Understanding with each of the America's Job Center of CaliforniaSM One-Stop System partners;
- b) Approve, ratify and authorize the Santa Barbara Chief Elected Official (the Board of Supervisors of the county of Santa Barbara Chair), and the Santa Barbara County Workforce Development Board (through the Board Executive Director) to execute the Memorandum of Understanding, on behalf of the Workforce Innovation and Opportunity Act Title I Adult, Dislocated Worker, and Youth Programs;
- c) Approve, ratify and authorize the Santa Barbara County Department of Social Services Director, or designee, to execute the Memorandum of Understanding, on behalf of the Temporary Assistance for Needy Families/CalWORKs Program, with the Santa Barbara County Workforce Development Board; and

- d) Determine that the approval and execution of the Memorandum of Understanding (MOU) is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), finding that the execution of the 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 (SBCWDB) Executive Director, signing on behalf of the SBCWDB, to execute a MOU between the SBCWDB and each America's Job Center of CaliforniaSM (AJCC) One-Stop System partner.

The purpose of this MOU is to establish a formal agreement between the AJCC One-Stop System partners outlining how these partners will collaborate to provide services to job seekers and employers through a one-stop delivery system, while achieving the objectives established by the State.

Under the federal Workforce Innovation and Opportunity Act (WIOA) and State Workforce Services Directive (WSD) 18-12, local workforce boards must renew a written MOU with each required one-stop partner at least every three years. The agreement for Program Years 2025-2028 (July 1 2025 – June 30 2028) has been negotiated with all partners, reviewed by County Counsel, and signed by every partner except the Board, whose approval is required as the final signature.

It is the recommendation of Department of Social Services (DSS) to authorize:

1. The Santa Barbara Chief Elected Official, and the WDB Executive Director to execute the MOU with each AJCC One-Stop System partner;
2. The Santa Barbara Chief Elected Official, and the WDB Executive Director to execute the MOU, on behalf of the WIOA Title I Adult, Dislocated Worker, and Youth Programs; and
3. The Santa Barbara County Social Services Director, or designee, to execute the MOU, on behalf of the Temporary Assistance for Needy Families/CalWORKs Program, with the WDB.

Discussion:

The Workforce Innovation and Opportunity Act (WIOA) requires that a MOU be developed and executed between the Santa Barbara County Workforce Development Board (SBCWDB), 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 WDB and AJCC One-Stop System partners will work together to create a unified service delivery system that best meets the needs of their shared customers.

At the federal level, WIOA Section 121 and its implementing regulations (20 CFR Part 678) require every local workforce board to operate an integrated one-stop delivery system in partnership with seventeen federally identified programs. California implements and determines the minimum content of each local MOU through the Employment Development Department Workforce Service Directive 18-12.

The MOU for our local area was developed pursuant to this directive, has been submitted to, and accepted by the State. Final approval and signature by the Santa Barbara County Board of Supervisors, serving as the Chief Elected Official under WIOA, is now required to fulfill state submission requirements.

Background:

The WIOA requires that a MOU be developed and executed between the SBCWDB, with the agreement of the Santa Barbara County Chief Elected Official, and each of the AJCC One-Stop System partners. Santa Barbara County has maintained a formal one-stop MOU since WIOA took effect in 2014. The initial agreement was approved in 2016, renewed in 2019, and renewed again in 2022 for the current cycle that expired on June 30, 2025.

The previous MOU process was comprised of two implementation phases, Phase I and Phase II. Phase I focused on the shared customers and shared services and Phase II addressed the shared costs, including the Infrastructure Funding Agreement and other system costs budget for comprehensive and affiliate/specialized AJCCs. The current process, requests Local Areas to submit a MOU that addresses shared customers, services, and costs.

The 2025-2028 MOU covers the full roster of required partners and memorializes how they will share customers, coordinate services, and split the cost of operating the AJCCs. It includes an infrastructure funding agreement that allocates non-personnel facility costs between the WDB and the Employment Development Department by square footage, as well as an “Other System Costs” schedule that discloses each partner’s own career-service resources. The document further commits all signatories to review and reconcile those budgets each year, ensuring that cost allocations remain fair and consistent with benefit received.

The One-Stop System partners and programs for our local area, under the WIOA statute include:

- i) Santa Barbara County Chief Elected Official and SBCWDB Board Executive Director
 - (1) WIOA Title I Adult, Dislocated Worker, and Youth federal funding
- ii) Allan Hancock College
 - (1) WIOA Title II Adult Education and Literacy federal funding, and
 - (2) Carl Perkins Career Technical Education federal funding
- iii) Santa Barbara City College
 - (1) WIOA Title II Adult Education and Literacy federal funding, and
 - (2) Carl Perkins Career Technical Education federal funding
- iv) Lompoc Unified School District
 - (1) WIOA Title II Adult Education and Literacy federal funding
- v) State of California Employment Development Department
 - (1) WIOA Title II Wagner-Peyser federal funding
 - (2) Veterans federal funding
 - (3) Trade Adjustment Assistance Act federal funding
 - (4) Unemployment Compensation federal funding
- vi) State of California Department of Rehabilitation
 - (1) WIOA Title IV Vocational Rehabilitation federal funding
- vii) Center for Employment Training
 - (1) Migrant Seasonal Farmworkers (Section 167) federal funding
- viii) Service-Employment-Redevelopment – Jobs For Progress, Inc.

- (1) Migrant Seasonal Farmworkers (Section 167) federal funding
- ix) Asociacion Nacional Pro Personas Mayores (ANPPM)
 - (1) Title V Older Americans Act (Senior Community Service Employment Program)
- x) Santa Barbara County Department of Social Services
 - (1) Temporary Assistance for Needy Families/CalWORKs federal funding

Pursuant to WSD 18-12, SBCWDB submitted the MOU to the Employment Development Department on June 30, 2025, indicating that Board approval would be sought as soon as possible. Approval today fulfills that commitment, closes the State's compliance loop, and triggers distribution of the fully executed agreement to all partners. This State directive allows local areas to submit a "final draft" bearing all other signatures if they identify the missing signature and state when it will be obtained.

Fiscal and Facilities Impacts:

Pursuant to EDD Directive WSD16-02, this MOU 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 WDB and each non-located AJCC One-Stop System partner will continue to operate their programs in their current existing facilities.

Special Instructions:

Please scan, email and send one (1) duplicate original of the minute order and one (1) original copy of the executed MOU to:

DSS Procurement and Contracts Unit
C/O Tricia Beebe
2125 S. Centerpointe Parkway, 3rd Floor
Santa Maria, CA 93455
tbeebe@countyofsb.org

Attachments:

Attachment 1 – AJCC Partners MOU 2025-2028

Contact Information:

Luis Servin
Workforce Development Board Executive Director
lservin@countyofsb.org

Tricia Beebe
Procurement and Contracts Manager
tbeebe@countyofsb.org

Anthony Garduño
WDB Compliance Analyst
agardun@countyofsb.org