



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 16, 2025
Placement:	Administrative Agenda
Estimated Time:	
Continued Item:	No
If Yes, date from:	
Vote Required:	4/5

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**TO:** Board of Supervisors

**FROM:** Department Director: Daniel Nielson, Social Services Director  
Contact: Luis F. Servin, WDB Executive Director

**SUBJECT:** Memorandum of Understanding with Allan Hancock Joint Community College District for General Educational Development Testing Center

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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** Risk

As to form: Yes

**Auditor-Controller Concurrence**

As to form: N/A

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Social Services Director or designee, to execute the Memorandum of Understanding with Allan Hancock Joint Community College District to establish a General Educational Development Testing Center at the Workforce Resource Center in Santa Maria, also known as the America's Job Center of California;
- b) Approve and authorize the Social Services Director or designee to receive \$50,000 in California Adult Education Program funding from Allan Hancock Joint Community College District for the operation of the General Educational Development Testing Center;
- c) Approve Budget Journal Entry No. 0010724 to increase appropriations in the amount of \$50,000 in the Social Services Department, Workforce Innovation and Opportunity Act-Workforce Development Board Fund for Salaries and Employee Benefits funded by California Adult Education Program funds; and
- d) Determine that the activity is not a "Project" subject to California Environmental Quality Act (CEQA) review per CEQA Guideline Section 15378(b)(5), since the activity is an organizational

or administrative activity of government that will not result in direct or indirect physical changes in the environment.

**Summary Text:**

The Santa Barbara County Workforce Development Board (SBCWDB) and Allan Hancock Joint Community College District (AHJCCD) wish to enter into a Memorandum of Understanding (MOU) regarding the provision of establishing a General Educational Development (GED) Testing Center at the Department of Social Services' (DSS) Workforce Resource Center (WRC), also known as the America's Job Center of California. This item is on the agenda to approve execution of this MOU and acceptance of \$50,000 in California Adult Education Program (CAEP) to jointly establish and operate the GED Testing Center at the WRC in Santa Maria. This collaborative effort aims to increase access to GED testing, preparation, and support services for community members pursuing their high school equivalency.

**Discussion:**

The Department of Social Services recommends for the Board of Supervisors (BOS) to authorize the Social Services director or designee to enter into a Memorandum of Understanding with AHJCCD which will establish a GED Testing Center at the WRC in Santa Maria.

Opening a GED testing center in Santa Maria, California, would significantly reduce access barriers for individuals seeking to earn their high school equivalency credential. Currently, the nearest open testing sites are located at Cuesta College in Paso Robles and Santa Barbara City College, requiring Santa Maria residents to travel approximately 45 to 60 miles roundtrip to test. These distances present a substantial challenge, particularly for individuals without reliable transportation, those balancing work and family obligations, and those with limited financial means to cover travel expenses.

Additionally, many individuals in our community face technical barriers to navigating the online registration, scheduling, and remote proctoring processes. Having a local, in-person testing site staffed with knowledgeable personnel would ensure that test-takers receive the guidance and support they need to successfully complete the process.

Establishing a GED testing center in Santa Maria would help close these gaps by providing a convenient, accessible, and supportive option within the community, enabling more residents to achieve this important milestone and pursue higher education and improved employment opportunities.

**Background:**

According to the State of the Workforce Study published in 2024, 19.5% of the population in Santa Barbara County lacks a high school diploma or equivalent, which can limit access to higher education and job opportunities.

**Fiscal and Facilities Impacts:**

The SBCWDB will receive a total of \$50,000 in funding from the California Adult Education Program established through Assembly Bill 1602 to operate the GED testing center. These funds are not currently budgeted in FY 2025-26. The Department of Social Services is requesting a Budget Revision (Budget Journal Entry No. 0010724 to increase the WDB's budget appropriations by \$50,000. The

Budget Revision will allow for \$50,000 in Salaries and Employee Benefits. There is no impact to the General Fund.

**Fiscal Analysis:**

Funding Source	FY 2025-26	Total
General Fund		
State	\$ 50,000	<b>\$ 50,000</b>
Federal		
Fees		
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>

**Special Instructions:**

Please scan, email and send one (1) copy of the minute order to:  
DSS Procurement and Contracts Unit  
C/O Tricia Beebe  
2125 S. Centerpointe Parkway, 3<sup>rd</sup> Floor  
Santa Maria, CA 93455  
Email: [tbeebe@countyofsb.org](mailto:tbeebe@countyofsb.org)

**Attachments:**

**Attachment A** – MOU – AHJCCD SBCWDB GED Testing Center

**Attachment B** – Budget Journal Entry No. 0010724

**Contact Information:**

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