



**BOARD OF SUPERVISORS  
AGENDA LETTER**

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

**Agenda Number:**

**Submitted on:  
(COB Stamp)**

**Department Name:** County Health Department  
**Department No.:** 041  
**Agenda Date:** July 7, 2026  
**Placement:** Administrative Agenda  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

**TO:** Board of Supervisors  
**FROM:** Department Director: Mouhanad Hammami, County Health  
Contact: Lars Seifert, Deputy Director of Operations County Health

Signed by:  
*Mouhanad Hammami*  
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**SUBJECT: Memorandum of Understanding between the California Department of Public Health and the County of Santa Barbara Health Department for TRAIN CDPH Secondary Administrative and Course Provider Access**

**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** N/A

As to form: N/A

**Auditor-Controller Concurrence**

As to form: N/A

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the County Health Director, or designee, to execute a Memorandum of Understanding (MOU) with the California Department of Public Health (CDPH) for Secondary Administrative and Course Provider access to the TRAIN learning management system;
- b) Approve and authorize the Director of County Health, or designee, to modify or terminate the MOU in accordance with section 16, upon review and concurrence by County Counsel, subject to the Board’s ability to rescind this delegated authority at any time; and
- c) Determine that the recommended actions are not a “Project” within the meaning of the California Environmental Quality Act (CEQA) and are exempt per CEQA Guideline Section 15378(b)(4), since the recommended actions are the creation of a governmental funding mechanisms or other governmental fiscal activities that do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

**Summary Text:**

This item requests approval for the County Health Department to enter into a memorandum of understanding (MOU) with the California Department of Public Health (CDPH) to access and administer the TRAIN learning management system. This is a free online learning platform, also known as a learning management system (LMS). The shared system is called the TRAIN Learning Network and is owned and managed by the Public Health Foundation. This system provides an online platform for workforce training, compliance tracking, and continuing education for public health staff. CDPH has a contract with the platform until June 30, 2028, which means County Health will have access to this training platform until June 30, 2028.

Approval will allow County Health to gain administrative access to the TRAIN system in order to manage training courses, assign learning to department employees, and track workforce development activities. The system supports training for County staff and partners working to serve communities throughout Santa Barbara County.

If the Board does not approve this MOU, County Health will not be granted Secondary Administrative and Course Provider access to the TRAIN platform, which would limit its ability to manage and track required training and workforce development activities. However, the CDPH TRAIN system is publicly accessible to any user that creates an account to complete training. County Health admin would not be able to confirm or track completed trainings nor assign specific courses to its employees.

**Discussion:**

CDPH's TRAIN is a national learning network that provides quality training opportunities for professionals who protect and improve the public's health. It is for public health and healthcare professionals, and others interested in learning about health-related topics. TRAIN is part of the only nationwide public health learning management system (LMS). Health departments, federal agencies, and partners use this LMS collaboratively. TRAIN brings together a community of health departments, federal health organizations, emergency preparedness-focused groups, academic institutions, and others dedicated to building a strong public health workforce. Trusted by health professionals for over 20 years, this LMS offers the largest collection of free courses accessible in one central learning hub for public health professionals.

Failure to approve this MOU will result in the lack of administrative access to the TRAIN platform, which may impact County Health's ability to deliver, track, and report required workforce training. This could affect compliance with training requirements and limit workforce development capabilities.

The MOU includes provisions related to data privacy, security, and appropriate use of the system to mitigate risks associated with access to training records and personally identifiable information. By leveraging this state-wide resource, County Health avoids the substantial capital and ongoing operational costs associated with purchasing a standalone commercial learning management system.

Under this MOU, County Health is granted Secondary Administrative and Course Provider access, which allows the County to manage user accounts, develop and publish training content, and monitor training completion while adhering to statewide standards for data security and platform governance. The agreement outlines responsibilities related to maintaining accurate course content, protecting personally identifiable information, and complying with accessibility and training standards.

**Background:**

The California Department of Public Health established the TRAIN learning management system as a statewide platform to support public health workforce development, compliance training, and

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continuing education. The system allows participating agencies to deliver and track training activities for staff.

**Fiscal and Facilities Impacts:**

**Fiscal:**

There is no cost associated with this agreement. The TRAIN platform is funded through state and federal sources and is provided to participating agencies at no charge.

**Staffing:**

Existing staff will manage training administration as part of their regular duties. No additional staffing is required.

**Facilities:**

There is no facilities impact.

**Special Instructions:**

Please return a certified Minute Order to County Health Contracts Unit at [phdcu@sbcphd.org](mailto:phdcu@sbcphd.org).

**Attachments:**

**Attachment A** – MOU between CDPH and County Health for TRAIN CDPH Secondary Administrative and Course Provider Access

**Contact Information:**

Farrah Medrano  
Talent Acquisition Lead  
[FMedrano@sbcphd.org](mailto:FMedrano@sbcphd.org)