

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

May 20, 2025

FROM

BRADLEY GATES, Director, Workforce Development Department

SUBJECT

Memorandum of Understanding Template for Workforce Innovation and Opportunity Act Mandated Partners

RECOMMENDATION(S)

1. Approve template Memorandum of Understanding for the operation of the America's Job Centers of California for the period of July 1, 2025 through June 30, 2028.
2. Authorize the Director or Assistant Director of the Workforce Development Department to execute individual Memoranda of Understanding, with Workforce Innovation and Opportunity Act mandated partners, for the term of July 1, 2025 through June 30, 2028, which may include non-substantive changes, subject to review by County Counsel.

(Presenter: Bradley Gates, Director, 387-9856)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

Create, Maintain and Grow Jobs and Economic Value in the County.

Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost) as the America's Job Centers of California (AJCC) are fully funded through the Workforce Innovation and Opportunity Act (WIOA). Execution of the AJCC System mandated partner Memorandum of Understanding (MOU) will not impact the overall budget approved by the Board of Supervisors (Board) as adequate appropriation and revenue has been included in the Workforce Development Department's (WDD) 2025-26 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

WIOA requires the San Bernardino County Workforce Development Board (WDB) to ensure the creation and maintenance of a one-stop delivery system that enhances the range and quality of education, as well as ensuring workforce development services are available to businesses and individual customers. The one-stop delivery system, designated in California as the AJCC System, must include a network of partner agencies to make programs, services, and activities easily accessible to WIOA eligible consumers.

To meet WIOA's requirements, the State of California Employment Development Department (EDD) initially required local workforce boards to complete agreements in two phases: a Phase I

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MOU (to address shared customers and shared services) and a Phase II MOU (detailing the apportionment of shared infrastructure and operating costs).

On September 13, 2016 (Item No. 84), the Board approved the Phase I MOU with WIOA mandated partners for a term of June 30, 2016 through June 30, 2019.

On May 2, 2017 (Item No. 66), the Board approved the Phase II MOU for shared infrastructure and operating costs for the period of January 1, 2018 through December 31, 2020, which incorporated the terms and conditions of the Phase I MOU. Since Phase I and Phase II MOUs were approved.

On June 11, 2019 (Item No. 86), the Board approved an amendment to the Phase I MOU was to extend the term so that it coincides with the term of the Phase II MOU.

A Workforce Services Directive (WSD18-12) issued by EDD was released on April 30, 2019, regarding the ongoing requirements for the continuation of the elements encompassed in a comprehensive MOU. This comprehensive MOU would address the service coordination and collaboration among all AJCC partners, and how to sustain the unified system through the use of resource sharing and joint cost funding. As a result, on September 29, 2020 (Item No. 71), the Board approved the consolidation of both Phase I and Phase II MOUs into one comprehensive MOU for the period of January 1, 2021, through June 30, 2022.

Additionally, EDD made it a requirement that any existing comprehensive MOU needs to be updated every three years. Therefore, to align with EDD's required track, on January 25, 2022 (Item No. 48) the Board approved the MOU template which conformed to EDD's requirement. This was effective from July 1, 2022, through June 30, 2025, and maintained partnership with the mandated partners.

This proposed comprehensive MOU template maintains compliance with EDD's required three-year track to be effective from July 1, 2025, through June 30, 2028 with the following partners:

- WIOA Title I Adult, Dislocated Worker, and Youth - San Bernardino County Workforce Development Department
- WIOA Title II Adult Education and Literacy - Apple Valley Unified School District – Apple Valley Adult School, Chaffey Joint Union High School District – Chaffey Adult School, Chino Valley Unified School District – Chino Valley Adult School, Colton Joint Unified School District – Adult Education, El Sol Neighborhood Education Center, Fontana Unified School District – Fontana Adult School, Hesperia Unified School District – Hesperia Adult School, Jack L. Hill Lifelong Learning Center - San Bernardino Public Library. Lucerne Valley Unified School District - Lucerne Valley Adult School. Redlands Unified School District – Redlands Adult School, Rialto Unified School District – Rialto Adult School, San Bernardino City Unified School District - Inland Career Education Center, Snowline Joint Unified School District – Snowline Adult School, Victor Valley College – Adult Education Program, Yucaipa Calimesa Joint Unified School District – Yucaipa Adult School
- WIOA Title III Wagner-Peyser - State of California Employment Development Department, Workforce Services Division
- WIOA Title IV Vocational Rehabilitation - State of California Department of Rehabilitation
- Carl Perkins Career and Technical Education - Chaffey College, San Bernardino Community College District (on behalf of Economic Development and Corporate

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- Training, San Bernardino Valley College, and Crafton Hills College), San Bernardino County Superintendent of Schools, and Victor Valley College
- Title V Older Americans Act - San Bernardino County Department of Aging and Adult Services
- Job Corps - Inland Empire Job Corps
- Native American Programs - California Indian Manpower Consortium, Inc.
- Migrant Seasonal Farmworkers - Center for Employment Training
- Veterans - State of California Employment Development Department
- Trade Adjustment Assistance Act - State of California Employment Development Department
- Community Services Block Grant - Community Action Partnership of San Bernardino County
- Housing & Urban Development - Housing Authority of the County of San Bernardino
- Unemployment Insurance - State of California Employment Development Department
- Temporary Assistance for Needy Families/CalWORKs - San Bernardino County's Transitional Assistance Department
- YouthBuild - Provisional Educational Services, Inc. (PESI)

Authority for the Assistant Director or the Director of WDD to execute individual MOUs, which may include non-substantive changes, with Workforce Innovation and Opportunity Act mandated partners is recommended in case a partner gains or deletes a new service or a new mandated partner is required by DOL while during the three-year period the of the template is effective so that WDD can add them to Exhibit A.

PROCUREMENT
N/A

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Suzanne Bryant, Deputy County Counsel, 387-5455) on April 14, 2025; Finance (Carl Lofton, Administrative Analyst, 38705404) on May 2, 2025; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 5, 2025.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Dawn Rowe, Curt Hagman, Joe Baca, Jr.
Absent: Jesse Armendarez

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: May 20, 2025



cc: File - Workforce Development Department w/attach
CCM 05/22/2025