

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

June 14, 2022

FROM

BRADLEY GATES, Director, Workforce Development Department

SUBJECT

Memorandum of Understanding with the City of Ontario to Provide Workforce Development Career Services

RECOMMENDATION(S)

1. Approve Memorandum of Understanding (**County Contract No. 22-511**) with the City of Ontario to provide career services to County residents in a satellite Workforce Development Office at the Ovitt Family Community Library, at no cost to the City of Ontario from July 1, 2022 through June 30, 2025.
2. Authorize the Director or Assistant Director of the Workforce Development Department to amend the Memorandum of Understanding to add no cost services or to terminate the Memorandum of Understanding in accordance with the termination provisions, subject to review by County Counsel.
3. Direct the Director or Assistant Director of the Workforce Development Department to send any amendments to the Memorandum of Understanding or notice of termination, authorized under Recommendation No. 2 to Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: Bradley Gates, Director, 387-9862)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

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

Improve County Government Operations.

Operate in a Fiscally Responsible and Business-Like Manner.

Provide for the Safety, Health and Social Service Needs of County Residents.

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

FINANCIAL IMPACT

Approval of this item will not impact Discretionary General Funding (Net County Cost). The City of Ontario is providing office space at no charge. The costs associated with providing career services are fully funded through the Workforce Development Department's (WDD) Workforce Innovation and Opportunity Act (WIOA) grant allocation. Execution of the Memorandum of Understanding (MOU) will not have an additional impact to the overall budget approved by the Board of Supervisors (Board), as adequate appropriation and revenue has been included in the WDD's 2022-2023 Recommended Budget and will be included in future recommended budgets.

**Memorandum of Understanding with the City of Ontario to Provide
Workforce Development Career Services
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BACKGROUND INFORMATION

The purpose of this item is to approve a non-financial MOU with the City of Ontario (City) to maintain a satellite WDD office in the Ovitt Family Community Library. Under the terms of the MOU, the City will continue to provide office space at no cost to the County. In exchange, WDD will continue to station a Workforce Development Specialist at that office. The location of this satellite office is beneficial to County residents and provides greater accessibility to services for those located in the west-end of the county.

This satellite WDD office was originally created through a Transformative Climate Communities (TCC) grant the City received in 2019 from the California Strategic Growth Council. As part of the grant, the City implemented projects that would help reduce greenhouse gas emissions, including the creation of a WDD office that would help County residents obtain jobs that are closer to home.

On June 25, 2019, (Item No. 60) the Board approved an agreement with the City under which WDD would provide one dedicated Workforce Development Specialist (WDS) to assist County residents with employment services in the city-provided workspace. Since the implementation of the grant, the WDS has provided employment services to 1,116 County residents including career coaching, training and supportive services, and job placement.

Because the services provided by WDD pursuant to the TCC grant will end on June 30, 2022, approval of this MOU will enable WDD to continue stationing a WDS in the satellite WDD office at the Ovitt Family Community Library through June 30, 2025.

PROCUREMENT

N/A

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Sophie A. Akins, Deputy County Counsel, 387-5455) on April 28, 2022; Risk Management (Victor Tordesillas, Director, 386-8623) on March 25, 2022; Finance (Erika Rodarte, Administrative Analyst III, 387-4919) on May 20, 2022; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 20, 2022.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Dawn Rowe Seconded: Joe Baca, Jr.

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 14, 2022



cc: WDD - Gates w/agree
 Contractor - C/O w/agree
 File - w/agree

CCM 07/7/2022