



## Board Report

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**File #:** 17-0872, **Version:** 1

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- a. In the Board's capacity as the Chief Elected Official of the Monterey County local workforce development area, approve a Memorandum of Understanding Phase II, between the Monterey County Workforce Development Board and partners in the America's Job Center of California (AJCC)/One-Stop system, effective January 1, 2018 through December 31, 2020; and
- b. Authorize the Chair of the Board of Supervisors to sign the Memorandum of Understanding Phase II, on behalf of the Chief Elected Official of the Monterey County local workforce development area in order to comply with the Workforce Innovation and Opportunity Act of 2014.
- b. c.** Authorize the Chair of the Monterey County Workforce Development Board to execute amendments to the Memorandum of Understanding Phase II to adjust cost allocations, add partners, and make other changes to its terms, as necessary to reflect changed circumstances occurring between January 1, 2018 and December 31, 2020. (CORRECTED VIA SUPPLEMENTAL)

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. In the Board's capacity as the Chief Elected Official of the Monterey County local workforce development area, approve a Memorandum of Understanding Phase II, between the Monterey County Workforce Development Board and partners in the America's Job Center of California (AJCC)/One-Stop system, effective January 1, 2018 through December 31, 2020; and
- b. Authorize the Chair of the Board of Supervisors to sign the Memorandum of Understanding Phase II, on behalf of the Chief Elected Official of the Monterey County local workforce development area in order to comply with the Workforce Innovation and Opportunity Act of 2014.
- c. Authorize the Chair of the Monterey County Workforce Development Board to execute amendments to the Memorandum of Understanding Phase II to adjust cost allocations, add partners, and make other changes to its terms, as necessary to reflect changed circumstances occurring between January 1, 2018 and December 31, 2020.

### SUMMARY:

To establish a high-quality America's Job Center of California One-Stop delivery system, the Workforce Innovation and Opportunity Act of 2014 (WIOA) requires local workforce development boards to develop Memorandums of Understanding (MOUs) with programs that provide specified services to the public. These programs are identified in WIOA as One-Stop partners. The MOUs between local workforce development boards and One-Stop partners serve as a functional tool for administration and delivery of WIOA services and related, complimentary program services. The MOUs also establish a visionary plan describing how local workforce development boards and One-Stop partners collaborate to create a cohesive service delivery system that best meets the various needs of their shared customers. WIOA requires that the Chief Elected Official for local workforce areas agree and approve these MOUs.

As directed by the State of California Employment Development Department (EDD) in Workforce Services Directive WSD16-09, the MOU development process was separated into two distinct phases. MOU Phase I addressed service coordination and collaboration between the Monterey County Workforce Development Board (the Monterey County WDB) and One-Stop partners delivering WIOA and other types of services in the Monterey County local workforce development area. MOU Phase I was approved by the Board of Supervisors,

in its capacity as Chief Elected Official of the Monterey County local workforce development area, on June 28, 2016.

MOU Phase II, presented for approval, addresses how to fund the unified system established in MOU Phase I through infrastructure funding and cost sharing agreements. EDD requires the Monterey County WDB to submit the MOU Phase II to the State EDD Regional Advisor by September 1, 2017.

#### DISCUSSION:

The Monterey County WDB has formed strong working relationships with its service delivery partners over many years. As required by WIOA, these relationships were formalized through the MOU Phase I process. As required by WIOA, sixteen (16) local organizations were identified as One-Stop partners, i.e., as service delivery organizations that use the One-Stop system to provide both WIOA services and services pursuant to other federal and state programs in the Monterey County local workforce development area.

These 16 partners include the following organizations and programs:

1. **Monterey County Economic Development Department, Office for Employment Training** - WIOA Title I Adult, Dislocated Worker and Youth
2. **Monterey County Department of Social Services (DSS)** - TANF/CalWORKs Employment Services
3. **State of California Employment Development Department (EDD)** - WIOA Title III Wagner-Peyser, Jobs for Veterans State Grant (JVSG) - Trade Adjustment Assistance Act, and Unemployment Insurance
4. **State of California Department of Rehabilitation (DOR)** - WIOA Title IV Department of Vocational Rehabilitation
5. **Gonzales Adult School** - WIOA Title II Adult Ed & Literacy
6. **Monterey Adult School** - WIOA Title II Adult Ed & Literacy
7. **Pacific Grove Adult School** - WIOA Title II Adult Ed & Literacy
8. **Salinas Adult School** - WIOA Title II Adult Ed & Literacy
9. **Soledad Adult School** - WIOA Title II Adult Ed & Literacy
10. **Hartnell College** - WIOA Title II Adult Ed & Literacy / Carl Perkins CTE
11. **Monterey Peninsula College** - WIOA Title II Adult Ed & Literacy / Carl Perkins CTE
12. **National Association for Hispanic Elderly (NAHE)** - WIOA Title V Older Americans Act - Senior Community Service Employment Program
  
13. **Monterey County Community Action Partnership** - Community Services Block Grant
14. **Housing Authority of the County of Monterey** - Housing & Urban Development
15. **Job Corps** - for Job Corps
16. **Center for Employment Training (CET)** - Migrant Seasonal Farmworkers

WDB staff convened five meetings with the One-Stop partners between November 2016 and May 2017 in order to negotiate the MOU Phase II. Per EDD Workforce Services Directive WSD16-09, the MOU Phase II addresses the manner in which infrastructure funding and other WIOA system costs would be shared among One-Stop partners. As required by WIOA, the MOU Phase II is effective January 1, 2018 and extends for a term of three (3) years.

One-Stop partners that are co-located at the comprehensive AJCC One-Stop Center in Salinas and/or One-Stop affiliate offices reached consensus on sharing infrastructure costs proportionate to their use of the One-Stop

Center and relative benefits received. One-Stop partners that are not located at the AJCC One-Stop Center agreed to a methodology for sharing other One-Stop system costs. The MOU provides for adjustment of One-Stop partner costs, depending on end-of-fiscal year reconciliation, data provided by the State of California, applicable regulations and directives issued by each One-Stop Partner's funding source, and other pertinent criteria.

The Board is requested to authorize amendments to the MOU Phase II to reflect changes in One-Stop system costs and to permit corresponding adjustment of cost allocations. Presently, it is evident that future amendment to the MOU Phase II is necessary for the following reasons: (1) to reflect lease negotiations affecting co-located One-Stop Partners at the One-Stop Center and (2) to include Turning Point of Central California (Turning Point), a WIOA Youth services provider, as a One-Stop Partner that will share One-Stop system costs.

The lease for the One-Stop Center located in Salinas expires in June 2018. The State Department of Rehabilitation, a One-Stop partner, has indicated interest in co-location at the One-Stop Center. Amendment of the MOU Phase II will be needed to adjust cost allocations to reflect new lease terms and the possible addition of a co-located partner to share infrastructure costs. Amendment of the MOU Phase II will be needed to add Turning Point, which as a non-co-located One Stop Partner, is required to share in One-Stop system costs.

All but one One-Stop Partner has signed the MOU Phase II. This partner has agreed to it in principle and is expected to sign it by August 23, 2017. Upon approval of the MOU Phase II by the Board, in its role as Chief Elected Official of the Monterey County local workforce development area, the Monterey County WDB will submit the MOU Phase II to the State EDD Regional Advisor by EDD's September 1, 2017 deadline.

#### OTHER AGENCY INVOLVEMENT:

One-Stop Partners identified in the MOU Phase II were involved in the development of the MOU. County Counsel has reviewed and approved the proposed MOU and attachments as to form. Due to the late submission of this report, the CAO Budget and Analysis Division was not provided adequate time to review for potential fiscal, organizational, policy or other implications to the County of Monterey.

As set forth below, there is no impact on the County General Fund by approval of the MOU Phase II because the federal programs and activities of the Monterey County WDB are entirely federally funded through WIOA. Thus, the One-Stop partner allocations of One-Stop system costs specified by the MOU Phase II are entirely distinct from County finances.

#### FINANCING:

The MOU Phase II has no impact on the County General Fund.

#### BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Authorizing the WDB to enter into a MOU Phase II agreement with the One-Stop partners is in alignment with the following strategic initiatives.

√ Economic Development: Through collaboration, strengthen economic development to ensure a diversified and healthy economy.

√ Administration: Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability and transparency.

Prepared by:

Approved by:

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Attachments:

Memorandum of Understanding (MOU) Phase II with One-Stop Partners