



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Human Services Department

Subject: Approve Workforce Innovation and Opportunity Act Partner Memorandum of Understanding

Meeting Date: June 24, 2025

Formal Title: Approve Memorandum of Understanding with the Santa Cruz County Workforce Development Board Workforce Innovation and Opportunity Act local partners for the operations of the America's Job Center of California delivery system, and take related actions

Recommended Actions

1. Approve Memorandum of Understanding (MOU) with the Santa Cruz County Workforce Development Board Workforce Innovation and Opportunity Act local partners for the operations of the America's Job Center of California delivery system;
2. Authorize the Santa Cruz County Board of Supervisors Chair to execute the MOU; and
3. Authorize the Director of Human Services to execute the MOU.

Executive Summary

The Workforce Development Board (WDB) is required under the Workforce Innovation and Opportunity Act (WIOA) to execute an agreement between the local WDB and America's Job Center of California (AJCC) local partners. The Board of Supervisors (Board) is being asked to approve the renewal of the Memorandum of Understanding (MOU) with no substantive changes from previous years. The Human Services Department (HSD) Director will act on behalf of the County in all matters pertaining to this agreement for submission to the California Employment Development Department (EDD).

Discussion

Enacted in 2015, the WIOA requires an MOU be developed and executed between the local WDB and the AJCC partners concerning the operations of the AJCC delivery system. This agreement established a cooperative working relationship between partners and defined their respective roles and responsibilities in achieving policy objectives. The agreement also served to establish the framework for providing services to employers, employees, job seekers and others needing workforce services.

WIOA requires MOUs be reviewed and updated every three years. The Board first approved the MOU on June 28, 2016 (DOC-2016-599) with renewals approved on September 10, 2019 (DOC-2019-713) and August 23, 2022 (DOC-2022-724).

Using a quarterly One-Stop Operator meeting, WDB staff reviews the MOU for partner changes on an annual basis and for the WIOA mandated renewal every three years. This established forum provides the local partners the opportunity to build effective partnerships, make appropriate referrals and cross-train staff on partner services.

Washoe Tribal Temporary Assistance to Needy Families (TANF) program is listed as

refusing to sign citing California Department of Social Services All-County letter 16-51 for their exemption to the WIOA MOU. The guidance in the letter indicates Tribal TANF programs are not mandatory partners with AJCCs. Per EDD guidance, the Washoe Tribal TANF program is listed in the MOU for the purposes of demonstrating their local presence in the affiliate AJCC site in Capitola.

On May 28, 2025, the WDB approved the MOU and authorized its chair to execute the agreement with a term through 2028. A fully executed agreement is due to EDD no later than June 30, 2025.

Financial Impact

The California EDD provides an annual WIOA allocation to the Santa Cruz County WDB. In accordance with the WIOA, local areas are mandated to demonstrate how the workforce system is sustained through the use of infrastructure resource sharing agreements. Approval of the Santa Cruz County Workforce Development Board local partner MOU does not result in an additional General Fund contribution.

Strategic Initiatives

Operational Plan - Dynamic Economy

Submitted By:

Randy Morris, Director of Human Services

Recommended By:

Carlos J. Palacios, County Executive Officer

Artificial Intelligence Acknowledgment:

Artificial Intelligence (AI) did not significantly contribute to the development of this agenda item.