



**SAN BENITO COUNTY  
AGENDA ITEM  
TRANSMITTAL FORM**

Dom Zanger  
District No. 1  
Vice-Chair

Kollin Kosmicki  
District No. 2  
Chair

Mindy Sotelo  
District No. 3

Angela Curro  
District No. 4

Ignacio Velazquez  
District No. 5

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**Item Number: 1.21**

**MEETING DATE:** 08/12/2025

**DEPARTMENT:** HEALTH AND HUMAN SERVICES AGENCY

**AGENDA ITEM PREPARER:** Mike Hodges

**DEPT HEAD/DIRECTOR:** Tracey Belton

**SUBJECT:**

**HEALTH AND HUMAN SERVICES AGENCY - T. BELTON**

Approve the Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA) between the San Benito County Workforce Development Board (WDB) and the partners of the America's Job Center of California (AJCC) for the period of July 1, 2025, through June 30, 2028 for a collaborative delivery of a range of trainings, services, and resources to unemployed, underemployed, and dislocated workers, with the goal of increasing their education and skill levels to enhance workforce success, and Authorize the Chair of the Board of Supervisors to execute the MOU and the IFA and any amendments thereto and any other documents related to the MOU and IFA. All partners to the IFA agree to contribute to the operating costs of the AJCC system, either through cash contributions or in-kind services.  
SBC FILE NUMBER: 130

**AGENDA SECTION:**

CONSENT AGENDA

**BACKGROUND/SUMMARY:**

The Workforce Innovation and Opportunity Act (WIOA) requires that a Memorandum of Understanding (MOU) be developed and executed between the Local Board and the America's Job Center of California (AJCC) partners to establish an agreement concerning the operations of the AJCC delivery system. The purpose of the MOU and IFA is to establish a cooperative working relationship between the parties and to define their respective roles and responsibilities in achieving the policy objectives. The MOU and IFA also serves to establish the framework for providing services to employers, employees, job seekers and others needing workforce services.

California's one-stop delivery system, the AJCC, is a locally driven system which develops partnerships and provides programs and services to achieve three main policy objectives established by the California

Workforce Development Strategic Plan, which includes the following:

- Foster demand-driven skills attainment
- Enable upward mobility for all Californians
- Align, coordinate, and integrate programs and services

The Memorandum of Understanding (MOU) and the Infrastructure Funding Agreement (IFA) have been signed by all on-site and off-site partners. These include the California Employment Development Department (EDD), which supports veterans, job seekers, youth, seasonal farmworkers, and dislocated workers with job listings, career services, training programs, and unemployment insurance.

Other on-site partners include:

- The Workforce Development Board (WDB), serves youth, adults, dislocated workers, and local businesses through workforce training programs and career services.
- Felton Institute, offering training opportunities for older adults.
- The Department of Rehabilitation (DOR) helps youth and adults with documented disabilities find jobs and build skills.
- Central Coast Center for Independent Living supports people with disabilities through advocacy, education, and training.
- The Community Action Agency assists low-income residents with energy assistance, housing, and support services.

Our off-site partners include:

- Gavilan College, provides career services, adult education, training, and employment counseling.
- The Southern California American Indian Resource Center (SCAIR) supports urban and tribal Native Americans through career education, mental health services, and cultural programs.

All partners are committed to working together to make sure both job seekers and businesses get the workforce support they need. We meet monthly to plan upcoming events, share ideas, improve our systems, and expand training opportunities.

The term for the MOU and IFA is from 7/1/2025 thru 06/30/2028. The MOU and IFA has been submitted to the State by the due date of 6/30/25. Per state directive, workforce boards are allowed to submit of an unsigned copy to give each board the time to gather all partner signatures. The executed MOU and IFA will be submitted by August 30th after the BOS approves them and are signed by the chair.

**RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:**

No

**CONTRACT NEEDED FOR THIS ITEM:**

No

**RFP AND BID HISTORY:**

No RFP or BID history for this MOU.

**LAST CONTRACT AMOUNT OR N/A:**

N/A

**CONTRACT HISTORY (Describe all amendments and previous contracts):**

San Benito County had a 3-year MOU & IFA from 7/1/2019 thru 06/30/2022.

San Benito County had a 3-year MOU & IFA from 7/1/2022 thru 06/30/2025.

This proposed 3-year MOU and IFA will be from 7/1/2025 thru 06/30/2028.

**STRATEGIC PLAN GOALS: 1. Operational Development & Excellence**

No

**STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth**

No

**STRATEGIC PLAN GOALS: 3. Technology**

No

**STRATEGIC PLAN GOALS: 4. Community Engagement**

Yes

**STRATEGIC PLAN GOALS: 5. Health & Safe Community**

Yes

**BUDGETED:**

Yes

**BUDGET ADJUSTMENT NEEDED:**

No

**SOURCE OF FUNDING:**

Non-general Fund

**UNFUNDED MANDATE:**

No

**SBC BUDGET LINE ITEM NUMBER:**

240.80.2555

**CURRENT FY COST:**

\$ 0.00

**STAFF RECOMMENDATION:**

Approve the Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA) between the San Benito County Workforce Development Board (WDB) and the partners of the America's Job Center of California (AJCC) for the period of July 1, 2025, through June 30, 2028 for a collaborative delivery of a range of trainings, services, and resources to unemployed, underemployed, and dislocated workers, with the goal of increasing their education and skill levels to enhance workforce success, and Authorize the Chair of the Board of Supervisors to execute the MOU and the IFA and any amendments thereto and any other documents related to the MOU and IFA. All partners to the IFA agree to contribute to the operating costs of the AJCC system, either through cash contributions or in-kind services.

**ATTACHMENTS:**

[SBC Workforce Infrastructure Funding Agreement II 2025](#)

[MOU - San Benito County Workforce Development Board 2025-2028](#)