

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE WORKFORCE DEVELOPMENT BOARD OF CONTRA COSTA COUNTY
AND ONE STOP/AJCC PARTNERS**

Background

In the era of the Workforce Investment Act (WIA, 1998), the Workforce Development Board of Contra Costa (WDBCCC) built a forward-thinking Local Plan to address the workforce development challenges of Contra Costa County. The WDBCCC fostered collaboration across a wide range of stakeholder interests, including those of business, labor, education, social services, philanthropy, non-profits and community based organizations. The WDB focused on leveraging priority industry sectors, strategic partnerships, career pathways and collaborations to build a greater regional system. These same themes of system alignment and collaborative intent are now a key element of federal workforce legislation.

Realizing the monumental importance of the first legislative reform of the public workforce system in more than fifteen years, WIOA implementation is demonstrating unprecedented collaboration at all levels of government. The law is unique in that it promotes, and in some cases requires, system alignment around common goals.

Passed with overwhelming bi-partisan support and signed into law in July 2014, The *Workforce Innovation and Opportunity Act (WIOA)* strengthens the ability of our public workforce system to align investments in workforce, education, and economic development with regional in-demand jobs. It also focuses on the importance of providing customers with access to high-quality one-stop centers that connect them with the full range of services available in their communities.

Federal Planning Process:

In strategic coordination, the Department of Labor (DOL) with the Department of Education (DoED) jointly developed and released major sections of the WIOA Notice of Proposed Rule-making, with input from the Department of Health and Human Services (HHS). The legislation and the processes for implementation seek to remove barriers to coordination and system alignment.

State Planning Process:

In accordance with the intent and the requirements of WIOA, the Governor via the California Workforce Development Board (State Board) coordinated with each of the WIOA core program operated by the California Department of Education (CDE), the Employment Development Department (EDD), the Department of Rehabilitation (DOR) to submit a unified state plan. The content of the State Plan reflects the collective thinking of agencies and partners involved in the planning process; and, in keeping with the themes of system alignment, joint-planning, and collaboration, State plans will be reviewed and approved, at the federal level, by both the DOL and the DoED).

Local Planning Process:

Collaboration at the local level centers on the America's Job Center of CaliforniaSM (AJCC) system, which must serve as an all-inclusive access point to education and training programs that provide demand-driven skills attainment, especially for those with barriers to employment.

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development, education, and economic development programs with regional economic development strategies to meet the needs of local and regional employers and provide a comprehensive, accessible and high-quality workforce development system. This is accomplished by providing all customers access to high-quality one-stop centers that connect them with the full range of service available in their communities, whether they are looking to find jobs, build basic educational or occupational skills, earn a post-secondary certificate or degree or obtain guidance on how to make career choices, or are businesses and employers seeking skilled workers.

Each agency named in this agreement commits to adhere to the provisions of WIOA and to the greatest extent possible the following guiding vision and principles for California’s One-Stop delivery system that services will be:

- (1) Integrated and affording universal access to the system overall (offering as many employment, training, and education services as possible for employers and for individuals seeking jobs or wishing to enhance their skills);
- (2) Comprehensive (offering a large array of useful information with wide and easy access to needed services);
- (3) Customer-focused (providing the means for customers to judge the quality of the services and make informed choices);
- (4) Performance-based (based on a set of shared outcomes to be achieved and methods for measurement)

Parties to the MOU

All parties to this MOU are required partners in the One-Stop Delivery System under WIOA and include local/regional representatives of the following programs:

One-Stop Required Partner	Local Partner Contacts
Title 1 Adult	Workforce Development Board of Contra Costa Stephen Baiter
Title 1 Dislocated Worker	sbaiter@ehsd.cccounty.us 925-602-6820
Title 1 Youth	
Adult Education/Literacy	Adult Education/Literacy Kathy Farwell kfarwell@martinezusd.net 925-228-3276 ext 263
Career/Technical Education	K-12 and Adult Vittoria Abbate abbategv@mdusd.org 925-685-7340 Contra Costa Community College District Randy Tillery rtillery@4cd.org

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Wagner-Peyser	Employment Development Department Richard Johnson Richard.Johnson@edd.ca.gov 925-602-3999
Veterans	
Trade Adjustment Assistance Act	Employment Development Department Tammy Johnson Tammy.Johnson@edd.ca.gov 510-622-1589
Unemployment Insurance	
Vocational Rehabilitation	California Department of Rehabilitation Carol Asch Carol.Asch@dor.ca.gov 925-602-0835
Senior Community Service Employment Program (SCSEP)	Contra Costa County Employment and Human Services Department Leona Hartman lhartman@ehsd.cccounty.us 925-671-4543 Contra Costa County Employment and Human Services Department Victoria Tolbert vtolbert@ehsd.cccounty.us 925-671-4543
Job Corps	Job Corps Clearnise Bullard clearnise@davis-pr.com 510-832-2549
Native American (Section 166)	Northern California Indian Development Council, Inc. Terry Coltra tcoltra@gmail.com 707-445-3037
Migrant/Seasonal (Section 167)	California Human Development Lili Aman (or alternate) Lily.Aman@CAHumanDevelopment.org 209-235-2070
YouthBuild	There are no YouthBuild programs in operation in this region.
Community Action	Employment and Human Services Department-Community Services Camilla Rand crand@ehsd.cccounty.us 925-681-6302
Housing Authority	Contra Costa Housing Joseph Villarreal jvillarreal@contracostahousing.org 925-957-8011

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Second Chance Act	Donte Blue Contra Costa County Probation Department Donte.Blue@prob.cccounty.us 925-313-4158
TANF/CalWORKS	Employment and Human Services Department Susan Bain sbain@ehsd.cccounty.us 510-262-8549

One-Stop System, Services

As of June, 2016, Contra Costa County is a very diverse county covering 805 square miles with a population just over 1,000,000. There are four One-Stop/America’s Job Centers of California located throughout the county: Brentwood, Antioch, Concord and San Pablo. While Contra Costa County appears to have recovered significantly from the recession, with a current unemployment rate of 4.4%, there are areas of high unemployment and poverty spread throughout pockets of the county, as high as 17 – 37% in some areas (East County and West County). In an effort to address the discrepancies throughout the large geographical area of the county the WDBCCC has delineated the county into 3 sub-regions: West, Central, and East, Each sub-region has established a workforce network within their designated sub-region. These networks have been created as Workforce Integration Networks and include a variety of partners (including public, private, non-profit) in the local area that support the mission, vision of the WDBCCC and are committed to working together to achieve the goal of moving as many individuals, families and businesses as possible toward economic self-sufficiency.

The WDBCCC and the One-Stops/AJCCs provide WIOA basic services to all customers that walk through our doors including: businesses, workers, under-employed, and unemployed. Individuals that meet WIOA eligibility requirements and priority of service will receive WIOA individualized services.

Responsibilities of AJCC Partners

The undersigned partners agree to carry out the following shared responsibilities in order to strengthen the capacity and effectiveness of the Contra Costa County East Bay Works AJCCs in achieving their service goals for job-seekers, employers and employees.

- One Stop/AJCC partners agree to participate in joint planning, plan development, and modification of activities to accomplish the following:
 - Continuous partnership building.
 - Continuous planning in response to state and federal requirements.
 - Responsiveness to local and economic conditions, including employer needs.
 - Adherence to common data collection and reporting needs.
- Make services provided by partner programs available to eligible customers through the one-stop delivery system.
- Participate in the operation of the one-stop system, consistent with the terms of the MOU and

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Parties shall continue with responsibilities under this MOU during any dispute. The parties agree to try to resolve policy or practice disputes at the lowest level, starting with the site supervisor(s) and staff. If issues cannot be resolved at this level, they shall be referred to the management staff of the respective staff employer and the operator, for discussion and resolution.

Press Releases and Communications

Participation of each party in press/media presentations will be determined by each party's public relations policies.

The parties agree to utilize the AJCC logo developed by the State of California and the Local Board on facilities identified for AJCC usage, as well as partner websites.

Hold Harmless/Indemnification/Liability

In accordance with provisions of Section 895.4 of the California Government Code, each party hereby agrees to indemnify, defend and hold harmless all other parties identified in this MOU from and against any and all claims, demands, damages and costs arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. In addition, except for Departments of the State of California which cannot provide for indemnification of court costs and attorney's fees under the indemnification policy of the State of California, all other parties to this MOU agree to indemnify, defend and hold harmless each other from and against all court costs and attorney's fees arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU.

Signatures of Approval

We, the undersigned representatives of the Workforce Development Board of Contra Costa County and the Contra Costa County Board of Supervisors, do hereby agree to and approve this document.

Stephen Baiter, Executive Director
Workforce Development Board of Contra Costa County

Name, Title
Contra Costa County Board of Supervisors

Date: _____

Date: _____