



COUNTY OF HUMBOLDT

For the meeting of: 8/11/2026

File #: 25-597

To: Board of Supervisors

From: County Administrative Office

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

America's Job Center of California Memorandum of Understanding for Fiscal Year (FY) 2025-28

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the Humboldt County Workforce Innovation and Opportunity Act (WIOA) Memorandum of Understanding (MOU) between the Humboldt County Workforce Development Board (HCWDB) and America's Job Center of California (AJCC) partners for FY 2025-28; and
2. Authorize county staff, identified in the MOU as representatives of AJCC partners, to sign the MOU and any amendments; and
3. Authorize the Chief Local Elected Official to sign the MOU and any amendments, on behalf of the Board of Supervisors.

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Workforce & Operational Excellence

Strategic Plan Category: 3001 - Support a well-trained workforce

DISCUSSION:

In July 2014, Congress passed the WIOA, Public Law 113-128, which governs the national public workforce system. In California, WIOA is administered by the Employment Development Department (EDD). Under WIOA and EDD Workforce Services Directive (WSD)18-12, local workforce development boards are required to certify or designate AJCC operators and execute a MOU with all required partners.

On June 14, 2022, the Humboldt County Board of Supervisors approved the previous MOU between the HCWDB and AJCC partners. The updated FY 2025-28 MOU continues to fulfill these requirements and strengthens coordination among local workforce and education partners. The drafted updated MOU was approved on Nov. 21, 2025, by the HCWDB and was approved unanimously.

Although this MOU is being executed in 2026, it is intended to cover the state-required MOU period of FY 2025-28. The delay in execution resulted from partner approval and signature processes.

Required partners and programs include:

- WIOA Title I Adult, Dislocated Worker, and Youth: HCDWDB
- WIOA Title II Adult Education and Literacy: College of the Redwoods
- WIOA Title III Wagner-Peyser: EDD
- WIOA Title IV Vocational Rehabilitation: Department of Rehabilitation

- Carl Perkins Career Technical Education: College of the Redwoods
- Title V, Older Americans Act: American Association of Retired Persons
- Native American Programs (Section 166): Northern California Indian Development Council
- Migrant Seasonal Farmworkers (Section 167): California Human Development
- Veterans: Employment Development Department
- Trade Adjustment Assistance Act, Employment Development Department
- Unemployment Compensation: Employment Development Department
- Second Chance: Department of Health and Human Services, Employment & Training Division
- Temporary Assistance for Needy Families: Department CalWORKs Division of Health and Human Services

In addition to the required partners, the following agencies have been identified to become AJCC partners providing workforce and business services:

- Humboldt State University Sponsored Program Foundation, North Coast Small Business Development Center
- Workforce & Community Education: College of the Redwoods
- Humboldt-Trinity Child Support Agency
- Department of Health and Human Services, CalFresh Division
- Humboldt County Probation Department

Per WSD18-12, this MOU serves as a single, unified “umbrella” agreement addressing shared responsibilities, system coordination and service delivery for the HCWDB, Board of Supervisors, and AJCC partners. It includes a commitment to:

- Review and update the MOU every three years.
- Conduct an annual review and revision (if needed) of the Infrastructure Funding Agreement (IFA) and System Costs Budget.
- Maintain transparency and continuous improvement in AJCC operations.

SOURCE OF FUNDING:

Workforce Development (1120287)

FINANCIAL IMPACT:

There is no direct financial impact of the adoption of the AJCC MOU. HCDWDB will utilize funds to deliver the WIOA programs through the AJCC. The State releases allocations annually and this varies from year to year.

STAFFING IMPACT:

There is no staffing impact as a result of the AJCC MOU.

OTHER AGENCY INVOLVEMENT:

Cal Poly Humboldt Sponsored Programs Foundation, College of the Redwoods, Employment Development Department, Department of Rehabilitation, Northern California Indian Development Council, American Association of Retired Persons, Department of Health and Human Services, California Human Development, North Coast Small Business Development Center, Humboldt-Trinity Child Support Agency and Humboldt County Probation

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board could choose not to approve the MOU between the Humboldt County Workforce Development Board and the AJCC partners. However, this is not recommended as the MOU is required for annual funding and declining this MOU would impact the partnership and make access to system services more challenging for Humboldt County residents and employers.

ATTACHMENTS:

AJCC MOU 2025-2028

PREVIOUS ACTION/REFERRAL:

Meeting of: June 25, 2019; June 14, 2022
File No.: 19-933, 22-717