



**WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY**

Planning & Oversight Committee Meeting

Friday, April 18, 2025
9:30 a.m. – 11:30 a.m.

Location:

500 Chadbourne Road, Suite A
Fairfield, CA 94534



WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY

PLANNING & OVERSIGHT COMMITTEE

Friday, April 18, 2025

9:30 – 11:30 a.m.

**500 Chadbourne Road, Suite A
Fairfield, CA 94534**

MEETING AGENDA

- I. Welcoming/Convening**
- II. Agenda Changes and/or Deletions**
- III. Public Comment** – *Public comments on agenda items and items under the jurisdiction of the Committee shall be made at this time. A time limit of 3 minutes may be imposed. No action may be taken on non-agenda items.*
- IV. Action Items**
 - A. Approval of the February 21, 2025 meeting minutes **1**
 - B. Review and Approval to Renew Solano County AJCC MOU for Program Years 2025-2028, and for Recommendation to the Full Board **2**
- V. Discussion**
 - A. Updates on WIOA Youth Program Request for Proposal
 - B. Discussion and Demonstration of VR Headsets
- VI. Adjournment**

Note: The next Planning & Oversight Committee meeting is June 20, 2025

ACTION ITEMS



MINUTES
PLANNING & OVERSIGHT COMMITTEE MEETING
February 21, 2024

I. Welcoming/Convening

Committee Chair, Chris Huxsoll, called the meeting to order at 9:32 a.m. Quorum was established.

Members Present: Chris Churchill, Janice Fera, Chris Huxsoll, David Tam

Members Absent: Rhuenette Alums, Suzanne Castano, Shannon Dodds, Glenn Loveall

Staff Present: Heather Henry, Tammy Gallentine, Matt Moon-Bailey, Cynthia Seals-Roper, April Ziomek-Portillo

II. Agenda Changes and/or Deletions

There were no changes or deletions to the agenda.

III. Public Comment

There were no public comments.

IV. Action Items

A. Approval of August 27, 2024, Meeting Minutes

MOTION #1

A motion was made and seconded to approve the meeting minutes.

(Churchill/Fera) MOTION PASSED UNANIMOUSLY

B. Review and Approval of the WIOA Youth Service Delivery Policy, Change 1 for recommendation to the Full Board

Ms. Henry provided an overview of the changes that were included on the policy, highlighting the TEGL expanded what could be done under Youth Services. As part of this change, wording was added under four sections of the 14 Program Elements.

MOTION #2

A motion was made and seconded to approve the WIOA Youth Service Delivery Policy, Change 1 and recommend approval to the full Board.

(Fera/Tam) MOTION PASSED UNANIMOUSLY

C. Review and Approval of the Local Plan for Recommendation to the Full Board

Ms. Henry provided a presentation outlining the Local Plan process, timeline, and overall summary of the plan over the next four years. An overview was provided to include priority and emerging industries, occupational groups, Solano County Workforce data, and overall goals.

MOTION #3

A motion was made and seconded to approve the Local Plan and recommend approval to the full Board.

(Churchill/Tam) MOTION PASSED UNANIMOUSLY

V. Discussion

A. Review of Performance Metrics for FY2024-25

Due to timing, this item will be added to the agenda at the April 18, 2025 meeting.

VII. Adjournment

The meeting adjourned at 11:31 a.m.



WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY

AGENDA SUBMITTAL

SUBJECT Review and Approval to Renew the Solano County AJCC Memorandum of Understanding for Program Years 2022-25, and for Recommendation to the Full Board	MEETING DATE April 18, 2025	AGENDA ITEM IV.B
FROM Heather Henry, President/Executive Director	ACTION REQUIRED YES ✓ NO	ATTACHMENTS A, B

RECOMMENDATION

It is recommended that the Planning & Oversight Committee review and approve the Memorandum of Understanding (MOU) described here, for recommendation to the full Board.

SUMMARY

The Workforce Innovation and Opportunity Act (WIOA) requires that a MOU be developed and executed among the mandated America’s Job Centers of California (AJCC) partners concerning the operations and infrastructure funding of the Solano AJCC delivery system.

Solano County uses a two-part MOU process to obtain this objective –

1. A Master MOU between the WDB and the County of Solano that establishes how the WDB and AJCC partners will work together to create a unified service delivery system that best meets the needs of shared customers, and
2. A Partner Agency MOU that outlines more specific parameters between the WDB and each one-stop partner.

This MOU replaces the current one that ends June 30, 2025.

DISCUSSION

Background

WIOA strengthens the ability of the nation’s public workforce system to align investments in workforce development, education and training, and economic development efforts with regional in-demand jobs. WIOA focuses on the importance of providing customers with access to high-quality One-Stop centers (known as the AJCCs) that connect customers with the full range of services available in their communities.

Master MOU

The purpose of the Master MOU (**Attachment A**) is to provide a county-wide agreement that establishes a cooperative working relationship between Solano’s workforce development entities that receive federal workforce funding. By establishing an agreement between workforce entities to work effectively together, the County will ensure access to a high-quality AJCC in Solano that provides comprehensive and multi-faceted workforce services in the community for all customers.

Services include:

1. Support in securing, retaining, and advancing meaningful employment
2. Building of basic educational or occupational skills
3. Pathways to certificates or degrees, including secondary and postsecondary
4. Guidance on choosing and pursuing career pathways
5. Support in identifying, hiring, and advancing skilled workforce

This Master MOU is required to be approved by the WDB and the County prior to the establishment of guidelines regarding financial contributions between the WDB and the partners of the AJCC. Therefore, it is understood that any financial or fiduciary arrangements with the AJCC system are to be outlined in a separate agreement(s) between the partnering agencies.

Partner Agency MOUs

The Partner Agency MOU (**Attachment B**) incorporated by reference in the Master MOU defines individual AJCC partner contributions and commitments to Solano’s workforce system. Incorporated in each Partner Agency MOU is agreement on the implementation of services within the AJCC system as it relates to shared services, shared customers, referral systems, and shared resources and costs.

Partner Agency MOU Attachments:

- *Attachment A – System Costs Funding* - addresses how to sustain the unified system through the use of resource sharing and joint infrastructure cost funding.
- *Attachment B – AJCC Shared Infrastructure Cost Budget* - contains the estimated infrastructure cost and the shared cost attributable to each participating partner, as applicable.
- *Attachment C – AJCC Shared System Services* - lists the services provided to persons seeking assistance and to businesses.
- *Attachment D – AJCC System Points of Contact* - lists access to services via physical sites, electronic and other connections.

Local Calendar

The WDB staff is working with the following calendar to finalize the MOU.

WDB approval and signatures of the Master MOU and approval of the Partner Agency MOU template	May 2025
Solano County Counsel review of Master/Partner MOU	May 2025
County Board of Supervisors approval and signature of Master MOU	June 2025
Submission of signed Master and attached MOU documents	June 2025
Routing of Partner MOUs for WDB-Partner Agency signatures	June/July 2025
Submission of completed Partner MOUs to State of California EDD	July 2025

ALTERNATIVES

The Board could choose not to approve this recommended approach and direct staff to develop other options and bring them forward, for subsequent approval by the Board. This is not recommended as the State of California EDD requires MOU submission by June 30, 2025.

AGENCY BUDGET IMPACT

There is no immediate or significant budget impact upon the agency based upon this action item.



WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY

**WIOA
MASTER
MEMORANDUM OF
UNDERSTANDING**

Between the
Workforce Development Board of Solano County
And the
County of Solano

For the Conduct of the
Solano County “America’s Job Center of California” System
Effective July 1, 2025 through June 30, 2028

I. Preamble/Purpose

A. Preamble

The federal Workforce Innovation and Opportunity Act (WIOA) of 2014 strengthens the ability of the nation’s public workforce system to align investments in workforce development, education and training, and economic development efforts with regional in-demand jobs. WIOA focuses on the importance of providing customers with access to high-quality One-Stop centers (known as “America’s Job Centers of California” or “AJCC”) that connect customers with the full range of services available in their communities.

Title I, subtitle B, chapter 1 section 121(c)(I) of the WIOA requires that a Memorandum of Understanding (“MOU”) be developed and executed between the Workforce Development Board (“WDB”) of Solano County and the Solano County Board of Supervisors (“County”), as the Chief Local Elected Officials (collectively, “the Parties”) concerning the operations of the Solano AJCC 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; and

- Align, coordinate, and integrate programs and services.

This MOU acts as a functional tool to inform and obtain the County's agreement on how the WDB and AJCC partners will work together to create a unified service delivery system that best meets the needs of shared customers.

B. Non-Financial Agreement

This MOU is required to be approved by the WDB and the County prior to the establishment of guidelines regarding financial contributions between the WDB and the partners of the AJCC. Therefore, it is understood that any financial or fiduciary arrangements with the AJCC system are to be outlined in a separate agreement(s) between the partnering agencies.

C. Overall Purpose

The purpose of the MOU is to establish a county-wide agreement that establishes a cooperative working relationship between Solano's workforce development entities that receive federal workforce funding. By establishing an agreement between workforce entities to work effectively together, the County will ensure access to a high-quality AJCC in Solano that provides comprehensive and multi-faceted workforce services in the community for all customers. Services include:

1. Support in securing, retaining, and advancing meaningful employment
2. Building of basic educational or occupational skills
3. Pathways to certificates or degrees, including secondary and postsecondary
4. Guidance on choosing and pursuing career pathways
5. Support in identifying, hiring, and advancing skilled workforce

D. Purpose of Master MOU

In accordance with guidance provided by the State of California, as WIOA grant recipient and administrator, the overall working partnership between agencies is to be commemorated in both this MOU and the AJCC Partner Agency Memorandum of Understanding incorporated herein by reference.

This Master MOU obtains the County's agreement regarding service coordination and collaboration amongst the AJCC partners.

E. Partner Agency MOUs

The Partner Agency MOUs incorporated by reference to this Master MOU define individual AJCC partner contributions and commitments to Solano's workforce system. Incorporated in each Partner Agency MOU is agreement on the implementation of services within the AJCC system as it relates to shared services, shared customers, referral systems, and shared resources and costs.

II. Parties to the MOU

The County and the WDB are the Parties to this Master MOU. Parties to the Partner Agency MOU include the following mandated WIOA partners. Additional non-mandated partners may be added throughout the MOU period.

Mandated Partner	Partner Agency
WIOA Title I Adult, Dislocated Worker, and Youth Programs	Workforce Development Board (WDB) of Solano County, Inc.
WIOA Title II Adult Education and Literacy	<ul style="list-style-type: none"> - Benicia Unified School District - Fairfield-Suisun Unified School District - Muzetta Thrower Adult Education Center- Vacaville - Vallejo Adult School
WIOA Title III Wagner-Peyser Programs	State of California Employment Development Department (EDD) – Workforce Services Division
WIOA Title IV Vocational Rehabilitation Programs	State of California Department of Rehabilitation (DOR)
Carl Perkins Career Technical Education (CTE)	Solano Community College
Title V Older Americans Act	ACC Senior Services
Job Corps	Job Corps (Sacramento)
Native American Programs (Section 166)	California Indian Manpower Consortium
Migrant Seasonal Farmworkers (Section 167)	California Human Development (CHD)
Veterans	State of California Employment Development Department – Veterans Services
Youth Build	<i>No Youth Build operator in Solano County</i>
Trade Adjustment Assistance Act	State of California Employment Development Department – TAA Services
Community Services Block Grant	Community Action Partnership of Solano Joint Powers Authority (CAP Solano JPA)
Housing & Urban Development (HUD)	<i>No HUD-sponsored/funded workforce development program in Solano County</i>
Unemployment Compensation	State of California Employment Development Department – Unemployment Insurance Division
Second Chance	<i>No ‘Second Chance’ program operators in Solano County</i>
Temporary Assistance for Needy Families/CalWORKs	County of Solano Health and Social Services Agency

III. Role of the Workforce Development Board of Solano County

A. Policy-setting and Oversight Role

In accordance with the WIOA the WDB serves as the policy-making and oversight body for the administration and operation of the local Solano AJCC.

B. Establishment of Two Solano AJCC Sites

The WDB shall carry out site selection, and lease-holding obligations as needed, for a comprehensive Solano AJCC site in the City of Vallejo and an affiliated Solano AJCC site in the City of Fairfield.

IV. Role of the County

By executing this Master MOU, the County shall approve the WDB plan as described herein for the administration and operation of the AJCC, including the WDB's intention to enter into Partner Agency MOU with the listed mandated WIOA partners. Additional non-mandated partners may be added throughout the MOU period.

V. AJCC Services

The range of AJCC services shall include the following, as described in detail in Attachment A of the Partner Agency MOU.

A. Service provided in AJCC Centers (Fairfield and Vallejo)

1. Basic Career Services
2. Individualized Career Services
3. Follow-up Services
4. Training Services
5. Business Services

B. Services provided by each AJCC partner

In accordance with the associated Partner Agency MOU each AJCC partner agency shall contribute to the day-to-day conduct of Solano AJCC as follows:

1. In providing access to Partner Agency services as outlined in Attachment A of the Partner Agency MOU.
2. In providing on-site staff assistance for one or both Solano AJCC sites (in Fairfield and Vallejo).
3. In providing any added services as specified in the Partner Agency MOU.

VI. Funding of Services and Operating Costs – Shared Costs

The costs for services, operating costs, and infrastructure costs of the system will be funded by all AJCC partners through a separately negotiated Partner Agency MOU – AJCC Infrastructure Cost Budget to include a cost sharing agreement based on an agreed upon formula or plan, including proportionate use and/or other methodologies.

All parties to the Partner Agency MOU shall agree to develop this cost sharing agreement at a future, appropriate time.

Partnering agencies will ensure that the shared costs are supported by accurate data, the shared costs are consistently applied over time, and the methodology used in determining the shared costs are reflected in a separate Partner Agency MOU – AJCC Infrastructure Cost Budget that will be attached to the Partner Agency MOU.

Any financial or fiduciary arrangements within the AJCC system are, outlined in the Partner Agency MOU.

VII. Methods for Referring Customers

WDB shall require AJCC partner agencies to agree to mutually implement processes for the referral of customers: 1) to the Solano AJCC sites for on-site assistance; 2) from the sites out to partner agency sites for assistance; and/or 3) to any of the partner agency sites, as simple cross referrals - without involvement of the AJCC sites.

VIII. Administrative and Operational Management

WDB understands that implementation of the AJCC system is dependent on the good faith effort of every agency partner to work together to improve services to the community, although different ways of working together and providing services are envisioned.

To achieve this outcome, WDB shall develop and abide by a set of common administrative and operational systems and procedures, as agreed to by the partner agencies, for such a joint, collegial enterprise.

IX. Access to AJCC Services, Including Individuals with Barriers to Employment

WDB shall require that all partner agencies agree to promote and assist with open, all-inclusive access for jobseekers and employers to AJCC services, especially for jobseeker individuals with barriers to employment.

A. Access

The term “access” refers to providing services that are accessible to all Solano AJCC customers, including those with disabilities, through any of the following methods:

1. Co-location, with program staff from partner agencies physically present at the Solano AJCC site(s);
2. Cross information sharing, with staff physically present at the AJCC who are properly trained to provide information about all programs, services, and activities that may be available to the customer through other partners (as appropriate and “do-able”); and/or,
3. Direct access through real-time technology, with access through two-way communication and interaction between customers and AJCC partners that result in services being provided.

X. Confidentiality

WDB shall require the partnering agencies to agree to comply with the provisions of WIOA as well as the applicable sections of the Welfare and Institutions Code, the California Education

Code, the Rehabilitation Act, and any other appropriate statute or requirement to assure confidentiality.

XI. Non-Discrimination and Equal Opportunity

All parties to the partner MOUs shall not unlawfully discriminate, harass or allow harassment against any employee, applicant for employment or AJCC applicant due to gender, race, color, ancestry, religion, national origin, veteran status, physical disability, mental disability, medical condition(s), age, sexual orientation or marital status. The AJCC partner will agree to comply with the provisions of the Fair Employment and Housing Act (Government Code 12990) and all related, applicable federal, state and local laws and regulations.

XII. Grievances and Complaints Procedure

All parties to the partner MOUs will agree to establish and maintain a procedure for grievance and complaints in compliance with WIOA rules and regulations. The process for handling grievances and complaints is applicable to customers and partners. These procedures will allow the customer or entity filing the complaint to exhaust every administrative level in receiving a fair and complete hearing and resolution of their grievance.

All parties to the partner MOUs will further agree to communicate openly and directly to resolve any problems or disputes related to the provision of services in a cooperative manner and at the lowest level of intervention possible.

XIII. American's with Disabilities Act and Amendments Compliance

WDB shall require all partner agencies to agree to ensure that the policies and procedures as well as the programs and services provided at AJCC are, in compliance with the Americans with Disabilities Act of 1990 and its implementing regulations (28 CFR parts 35 & 36).

Additionally, all parties to the partner agency MOUs will agree to fully comply with the provisions of WIOA, Title VII of the Civil Rights act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, 29 CFR Part 37 and all other regulations implementing the aforementioned laws.

XIV. Effective Dates and Term of MOU

The parties to this Master MOU agree that this MOU shall be binding upon execution by both parties.

The term of this MOU shall be July 1, 2025 through June 30, 2028 unless otherwise modified.

The Master MOU will be reviewed and updated, at a minimum, every three (3) years to ensure it contains up-to-date information regarding funding, delivery of services, and changes in the signatory official of the Local Board, CEO, or AJCC partner(s). The "AJCC System Costs Funding" and the "AJCC Infrastructure Shared Cost Budget" will be reviewed annually and updated as needed to ensure up to date accurate information.

Additionally, the Master Agreement will be reviewed and, if necessary, updated after Local and Regional WIOA Plans are developed or modified. This is to ensure the MOU is properly aligned with the local priorities and strategies identified in both Plans.

XV. Jurisdiction and Venue

The area served by this Master MOU shall be the County of Solano in California. Venue shall lie in Solano County and the laws of the State of California shall govern the interpretation of this MOU.

XVI. Complete Agreement

It is agreed that this MOU constitutes the entire agreement between the parties and no oral understanding not incorporated herein shall be binding on any of the parties hereto.

XVII. Severability

Should any part of the Agreement be invalidated or otherwise rendered null and void, the remainder of this Agreement shall remain in full force.

XVIII. Notices

All communications regarding this Master MOU shall be sent via personal delivery or first-class mail to the following addresses:

County of Solano
County Administrator
675 Texas Street, Suite 6500
Fairfield, CA 94533

WDB of Solano County
President/Executive Director
500 Chadbourne Rd
Fairfield, CA 94533

XIX. Hold Harmless/Indemnification/Liability

The 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.

XX. Incorporated

AJCC Partner Agency Memorandum of Understanding, and its attachments.

- Attachment A – AJCC System Costs Funding
- Attachment B – AJCC Shared Infrastructure Cost Budget
- Attachment C – AJCC Shared System Services
- Attachment D – System Points of Access

XXI. Signatures

Workforce Development Board of
Solano County

Solano County Board of Supervisors

Chris Churchill, Chair
Date:

Mitch Mashburn, Chair
Date:



WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY

WIOA
AJCC Partner Agency
MEMORANDUM OF
UNDERSTANDING

Between the
Workforce Development Board of Solano County
And the
XXXX

For the Conduct of the
Solano County “America’s Job Center of California” System
Effective July 1, 2025, through June 30, 2028

I. Preamble/Purpose

A. Preamble

This AJCC Partner Agency Memorandum of Understanding (“Partner Agency MOU”), along with the incorporated Master MOU (“Master MOU”), which is incorporated herein by reference between the AJCC Partner Agency and the Workforce Development Board (WDB) of Solano County, acts as a functional tool for how the WDB and individual partnering agencies will work together to create a unified Solano America’s Job Centers of California (AJCC) delivery system that best meets the needs of shared jobseeker and business customers.

B. Nature of “Master MOU” and “Partner Agency MOU”

The incorporated Master MOU is non-financial in nature and binds no party or partner to financial obligation(s) to any other. Individual contracts and agreements between partnering agencies are not affected by and do not affect the Master MOU.

Any financial or non-fiduciary arrangements with the AJCC system are to be outlined within this AJCC partner agency cost sharing agreement (as specified below).

II. Vision Statement, Mission Statement, and Operating Principles

A. Vision

The vision of the Solano AJCC system is to operate a high-quality, integrated, and customer-focused workforce system consisting of multiple workforce partners that strengthens the economy and quality of life in Solano County.

B. Mission

The mission of the Solano AJCC is to align the county's workforce services and resources to effectively serve the needs of the county's businesses and job seekers by providing a holistic and customized service delivery that leads to meaningful employment and a skilled workforce.

C. Operating Principles

The core principles of the Solano AJCC include:

- Fostering and promoting inter-agency collaboration on a local and regional level;
- Ensuring accessibility to services and the labor market for all job seekers;
- Building basic and advanced educational or occupational skills;
- Supporting career pathways that correspond to local or regional in-demand industries and occupations; and
- Providing multiple access and referral points to ensure an easily navigable system of services.

III. Obligations of Partnering Agencies

In accordance with the WIOA of 2014, Title I Subtitle B, Chapter 1, Section 121(b) "One Stop Partners," each partnering agency must:

- Provide access through the AJCC to activities carried out by the agency;
- Use a portion of funds available for that agency to maintain the AJCC system; each partnering agency will abide by the provisions, as applicable, in the subpart to this section: Attachment B of this Partner Agency MOU, "AJCC Shared Infrastructure Cost Budget".
- Enter into an MOU relating to the operation of the AJCC; each partnering agency will adhere by the provisions, as applicable, in the subparts to this section: Attachment C of this Partner Agency MOU, "AJCC Shared System Services", and Attachment D of this Partner Agency MOU, "AJCC System Points of Access", and each partnering agency will participate in the resource sharing, as applicable, in the subparts to this section: Attachment A of this Partner Agency MOU, "System Costs Funding".
- Participate in the operation of the AJCC consistent with the MOU, and the requirements of the WIOA and other Federal laws; and

IV. Commitment of Support for the Solano AJCC

Each AJCC partner agency shall contribute to the operations of the Solano AJCC as follows:

A. Access to Agency Services

In providing access to Partner Agency services as outlined in Attachment C and D of this Partner Agency MOU;

B. Assistance at Solano AJCC Site(s)

In providing assistance for the five (5) AJCC services provided in AJCC Centers (Fairfield and Vallejo):

1. Basic Career Services
2. Individualized Career Services
3. Follow-up Services
4. Training Services
5. Business Services

Partnering agencies shall develop and implement the means to provide such on-site assistance, as applicable.

C. Provision of Additional Services

In providing added services as specified in Attachment C of this Partner Agency MOU; Partnering agencies shall develop and implement the means to provide such additional assistance.

Partnering agencies shall perform advance program and fiscal planning so as to fully meet the obligations in Section III (“Obligations of Partnering Agencies”).

In accordance with federal law, partnering agencies will be required to make specific, firm commitments to the operation of the Solano AJCC via these agreements. Partnering agencies hereby agree to amend or replace this MOU as needed to accurately describe the obligations they will have to incur due to these federal law requirements.

V. Responsibility of AJCC Partners

A. Joint Planning and Plan Development

The AJCC partners shall participate in joint planning, plan development and modification of activities to accomplish the following:

1. Continuous partnership building;
2. Continuous planning in response to state and federal requirements;
3. Responsiveness to local and economic conditions, including employer needs; and
4. Adherence to common data collection and reporting needs; and
5. Promoting, through various outreach efforts including media outlets, the services of the AJCC system to job seekers and businesses.

B. Participation in the WDB’s AJCC One-Stop Operator Meetings

Each Partner Agency is to have staff available to attend and participate in One-Stop Operator Meetings facilitated by the Solano AJCC One-Stop Operator. These meetings serve to identify and cooperatively address issues for the implementation of Solano AJCC activities, as well as provide information sharing and training opportunities for all.

C. Access to Program Services Through Solano AJCC System

The AJCC partner shall make the applicable service(s) appropriate to the partner agency's program available to customer through the one-stop delivery system.

D. Participation in Solano AJCC Operations

The AJCC partner agency shall participate in the operation of the one-stop system, consistent with the terms of this Partner Agency MOU and requirements of authorized laws.

1. All collocated partners will cooperate to provide adequate supervisory coverage in the center.
2. All collocated partners will cooperate to provide adequate staff to ensure that basic career services are available to AJCC customers in the centers.

E. Participation in Solano AJCC Staff Capacity Building

The AJCC partner shall participate in capacity building and staff development activities in order to ensure that all partners and staff are adequately cross-trained, as appropriate.

VI. Methods for Referring Customers

The WDB and the AJCC partner agency shall carry out a referral system as follows:

A. General referral process

1. The individual will be assisted in completing a self-assessment of their needs. The scope of this assessment will vary with each individual's level of need and their familiarity with the system.
2. The individual will be informed of service options that correlate with their stated needs. As they select services options, they will be provided with "who, what, where, and when".
3. Partner staff will contact the suggested service(s) through the most appropriate means to directly and promptly refer the individual. Where possible, the individual will communicate immediately with the service provider staff.
4. A feedback triangle will be in place to adequately connect the referring staff with the receiving staff and with the individual seeking services.

B. Commitment to ensuring a high quality customer service and customer-centered focus

1. All referrals will be based on the needs and preferences of the customer and will be appropriate and responsible.
2. Partner staff will be trained in the services provided by the other partners, any requirements for program participation, and the profile of the individual most likely to benefit from the service.
3. Partner staff will use effective methods of communication amongst each other and with customers. Instead of "one size fits all", various means of communication will be employed which best suit the individual seeking service and the agency providing service – be that email, text, social media, phone, paper, etc. The practice will be to connect people using the most prompt, efficient, and useful means of communication.

C. Provision of direct access to partners through real-time technology

1. All partner agencies will be connected via the linking of agency websites to the AJCC website.

2. Partner agencies will connect via methods that fit their resources and mission – be that electronic systems, email, social media, mobile phones, etc.
3. Partner agencies will ensure that they are accessible by maintaining the appropriate equipment for use by customers.
4. All partner agencies will continuously fill their “point of contact” assignment with trained and knowledgeable individuals.

VII. Shared Technology and System Security

The WIOA emphasizes technology as a critical tool for making all aspects of information exchange possible, including for example, client tracking, common case management, reporting, and data collection.

Partner agencies agree to share data and technology as well as to ensure that all data systems are secure. Partner agencies further agree to the following:

- A. To comply with the applicable provisions of WIOA, Welfare and Institutions Code, California Education Code, Rehabilitation Act, and any other appropriate statutes or requirements.
- B. To comply with the principles of common reporting and shared information through electronic mechanisms, including shared technology.
- C. To commit to share information to the greatest extent allowable under their governing legislation and confidentiality requirements.
- D. To maintain all records of the AJCC customers or partners (e.g. applications, eligibility and referral records, or any other individual records related to services provided under this MOU) in strictest confidence, and use such records solely for purposes directly related to such services.
- E. To develop technological enhancements that allows interfaces of common information needs, as appropriate.
- F. To understand that system security provisions shall be agreed upon and commonly adhered to by all partners.

VIII. Confidentiality

Partner agencies agree to comply with the provisions of WIOA as well as the applicable sections of the Welfare and Institutions Code, the California Education Code, the Rehabilitation Act, Federal Privacy Act of 1974 as amended, and any other appropriate statute or requirement to assure the following:

- A. All applications and individual records related to services provided under this partner agency MOU, including eligibility for services, enrollment and referral, shall be confidential to the extent permitted by state and federal law, and shall not be open to examination for any purpose not directly connected with the delivery of such services.

- B. No person will publish, disclose use, permit, cause to be published, disclosed or used, any confidential information pertaining to AJCC applicants, participants or customers overall unless a specific release is voluntarily signed by the participant or customer.
- C. The AJCC partner agency agrees to abide by the current confidentiality provisions of the respective statutes to which AJCC operators and other AJCC partners must adhere, and shall share information necessary for the administration of the program as allowed by law and regulation. The AJCC partner, therefore, agrees to share client information necessary for the provision of services such as assessment, universal intake, program or training referral, job development or placement activities and other services as needed for employment or program support purposes

IX. One Stop System Customers

- A. The coalition of workforce partners operating within the AJCC sites in Solano County, in Vallejo and Fairfield provide individuals with job search assistance, and have workforce experts available to provide guidance, support, and resources to help individuals reach their employment goals. The AJCC system offers a variety of services to help individuals prepare for, obtain, and retain the job or career they want. Services are available to individuals both within the AJCC sites and at other locations throughout the area; whether at partner program service sites or community access points that connect the individual to the workforce development system.

The customers of the AJCC system include job seekers and incumbent workers facing layoff or seeking skills gains. Customers may use the system through the AJCC job center sites or throughout the County at physical and electronic access points that link them to service providers.

- B. Business/Employers

The Solano AJCC serves the needs of business by providing customized solutions; offering a platform of services to help each business reach its next level of success through talent recruitment, development, and retention. The small business ready to start-up or scale-up can receive assistance from qualified business advisors. Talent and general business solutions are tailored to the needs of the business; multiple agencies and programs work together to meet the local business needs.

X. Partner Agency Insurance Requirements

- A. Without limiting the partner agency's obligation to indemnify the WDB, partner agencies must procure and maintain for the duration of this MOU insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of work under this MOU and the results of that work by the partner agencies, their agents, representatives or employees.
 - 1. Commercial general liability insurance for all activities of the partner agencies and its subcontractors arising out of or in connection with this MOU, written on a Comprehensive General Liability form including, but not limited to, premises and operations, independent contractor, products and completed operations, contractual liability and personal injury, in an amount no less than one million

dollars (\$1,000,000) combined single limit for each occurrence and in the aggregate;

2. Automobile liability insurance covering bodily injury and property damage for all activities of the partner agencies arising out of or in connection with this MOU, including coverage for hired and non-owned vehicles, in an amount no less than one million (\$1,000,000) per accident for bodily injury and property damage.
3. As required by the Labor code of the State of California, Worker's Compensation insurance, for partner agencies and employees of partner agencies. All Worker's compensation policies shall be endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30 days prior notice to Workforce Development Board of Solano County in writing)", and
4. Partner agencies shall require all subcontractors providing services under this MOU to provide Worker's Compensation insurance for all subcontractor employees.

If the partner agencies maintain higher limits than the minimums shown above, the WDB is entitled to coverage for the higher limits by the partner agencies.

B. The general liability and automobile liability policies must contain or be endorsed to contain the following provisions:

1. The WDB, its officers, officials, agents, employees and volunteers must be included as additional insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the partner agencies; and with respect to liability arising out of work or operations performed by or on behalf of the partner agencies including materials, parts or equipment furnished in connection with such work or operations. General Liability coverage shall be provided in the form of an Additional Insured endorsement (GC 20 10 11 85 or both CG 20 10 and CG 20 37 if later ISO revisions are used or the equivalent) to partner agencies insurance policy or as a separate owner's policy. The insurance afforded to the additional insureds shall be at least as broad as that afforded to the first named insured.
2. For any claims related to work performed under this Agreement partner agencies insurance coverage must be primary insurance with respect to the WDB, it's officers, officials, agents employees, and volunteers. Any insurance maintained by WDB, its officers, officials, agents, employees or volunteers is excess of partner agencies insurance and shall not contribute.
3. Should any of the above described policies be cancelled prior to the policies expiration date, partner agencies agree that notice of cancellation will be delivered in accordance with the policy provisions.

C. Waiver of Subrogation

1. Partner agencies agree to waive subrogation which any insurer of the partner agency may acquire by virtue of the payment of any loss. Partner agency agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation.

2. The Workers' Compensation policy must be endorsed with a waiver of subrogation in favor of the WDB for all work performed by the partner agencies, its employees, agents and subcontractors.

D. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII unless otherwise acceptable to WDB.

E. Verification of Coverage

1. Partner agencies must furnish WDB with original certificates and endorsements effecting coverage required by this MOU.
2. The endorsement should be on forms acceptable to the WDB.
3. Failure to do so will not operate as a waiver to these insurance requirements.
4. WDB reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications.

XI. Conflict of Interest

A. Partnering agency represents that it or its employees and/or their immediate families and/or Board of Directors and/or officers have no interest, including but not limited to other projects or independent contracts, and shall not acquire any interest, direct or indirect, including separate contracts for the work performed hereunder which conflicts with the rendering of services under this partner agency MOU. Partner agencies shall employ or retain no such person while rendering services under this partner agency MOU. Services rendered by the partner agencies associates or employees shall not relieve partner agencies from personal responsibility under this clause.

B. Partner agencies have an affirmative duty to disclose to the WDB in writing the name(s) of any person(s) who have an actual, potential or apparent conflict of interest.

XII. Inspection

Authorized representatives of the WDB, County, the State of California, and or federal governments may inspect and/or audit partner agencies performance, place of business and/or records pertaining to this partner agency MOU.

XIII. Assignment

Neither party of this partner agency MOU shall assign, transfer, delegate or sublet this MOU or any interest therein without the prior written consent of the other party. Any such assignment, transfer delegation or subletting without prior written consent shall be void.

XIV. Notice

Any notice necessary to the performance of this partner agency MOU shall be given in writing by personal delivery, electronic mail, or by prepaid first-class mail addressed as follows:

WDB

WDB of Solano County
President/Executive Director
500 Chadbourne Rd., Suite A
Fairfield, CA 94534

Partner Agency

XV. Covenant of Cooperation

The parties shall cooperate with each other in good faith and assist each other in the performance of the provisions of this partner agency MOU.

XVI. Compliance with Law

- A. Partner agencies shall comply with all federal, state and local laws and regulations applicable to its performance of this Agreement, including but not limited to, licensing, employment and purchasing practices, wages, hours and conditions of work.
- B. Partner agencies represent that it will comply with all applicable cost principles and administrative requirements including claims for payment or reimbursement by WDB as set forth in 2 CFR 200, as currently enacted or as may be amended throughout the term of this MOU.

XVII. Modification and Termination

This MOU may be modified only by a written amendment signed by the parties;

- A. This MOU constitutes the entire agreement between the AJCC Partners and the Workforce Development Board of Solano County and no oral understanding not incorporated herein shall be binding on any of the parties hereto. This MOU may be modified, altered or revised, as necessary, by mutual consent of the parties, by the issuance of a written amendment, signed and dated by the parties. The MOU shall be reviewed at a minimum every three years and updated if there are substantial changes. The systems costs and infrastructure shared costs budgets and methods shall be reviewed annually and updated if there are substantial changes.

For the purpose of revising individual partner agency services and cost information contained in this MOU; revisions to Attachments A, C, D, of this Partner Agency MOU may be made with the consent of both the individual partner agency and the WDB.

- B. If federal or state legislation is enacted after the execution of this MOU, and such legislation changed the WIOA statues and regulations that were in effect with this MOU when executed both parties agree to meet and confer to mutually agree on such changes as may be necessary to conform to law.
- C. Time shall be of the essence in modifying this MOU to conform to subsequently enacted legal requirements. Meet and confer shall commence within a timely fashion of any notice of change in legal requirements.
- D. This MOU may be terminated for cause by providing a 30-day notice of default and request

to cure. If within those 30-days the default is not cured, the aggrieved party may terminate this MOU by sending a 15-day termination notice.

In the event it becomes necessary for a Partner to cease being a part of this MOU, said entity shall notify the WDB in writing, 30 days in advance of that intention and upon completion of any financial and operational commitments. In the event it becomes necessary for the WDB to require a Partner to cease being a part of this MOU, the WDB staff shall notify the Partner, in writing, 30 days in advance of that intention.

XVIII. Conflicts in the MOU

The MOU is intended to be complementary and interpreted in harmony so as to avoid conflict. In the event of conflict in the MOU, the WDB and the partner agencies agree to work together to resolve the apparent conflicts and amend this MOU accordingly to reflect the common understanding of the WDB and partner agencies.

XIX. Health and Safety Standards

The Partner agencies shall abide by all health and safety standards set forth by the State of California and/or the County of Solano pursuant to the Injury and Illness Prevention Program.

XX. Health Insurance Portability and Accountability Act

Partner agency represents that it is knowledgeable of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and its implementing regulations issued by the U.S. Department of Health and Human Services (45 C.F.R. Parts 160-64) regarding the protection of health information obtained, created or exchanged as a result of this MOU and shall abide by and implement its statutory requirements.

XXI. Effective Date and Term of the MOU

Both parties to this partner agency MOU agree that it shall be binding upon its execution by each party.

The term of this MOU shall be from July 1, 2025 through June 30, 2028 unless otherwise modified.

XXII. Attachment to The “Master Agreement”

The Master MOU shall be incorporated by reference into this Partner Agency MOU as if set forth fully herein.

XXIII. Entire Memorandum of Understanding

This MOU, including Attachments A, C, D, of this Partner Agency MOU, and any other reference exhibits, constitute the entire partner agency MOU between the WDB and Partner Agencies and there are no inducements, promises, terms, conditions or obligations made or entered into by the WDB or Partner Agencies other than those contained in it.

XXIV. Dispute Resolution

In the event of any dispute, grievance or disagreement arising from or relating to this MOU, the parties shall first attempt to resolve them informally. Any party may request that the WDB

Executive Director call a meeting of some or all parties to this MOU to discuss and resolve disputes. Should informal resolution efforts fail, the dispute shall be referred to the WDB Executive Director who shall appoint an independent party to mediate and resolve the dispute and issue a written recommendation.

XXV. 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.

XXVI. Multiple Originals; Counterparts

This agreement may be executed in multiple originals, each of which is deemed to be original, and may be signed in counterparts.

XXVII. Signatures

See attached signatures between the WDB and each Partner Agency; one agency per page.

By signing below each Partner Agency agrees;

-----to contribute to the sharing of AJCC infrastructure costs

OR

-----that when data are available to determine the AJCC benefit to non-colocated Partner Agencies, the infrastructure cost sharing agreement will be renegotiated to include their proportionate share of contributions.

**AMERICAS JOB CENTERS OF CALIFORNIA – SOLANO COUNTY
WIOA AJCC Partner Agency MOU**

Signature Page

By signing below, all Parties agree to the terms prescribed in the sharing of infrastructure costs.

Workforce Development Board of Solano County

Heather Henry
Printed Name

President/Executive Director
Title

Signature

Date

Agency Name

Printed Name

Title

Signature

Date

**AMERICAS JOB CENTERS OF CALIFORNIA – SOLANO COUNTY
WIOA AJCC Partner Agency MOU**

Signature Page:

Partner Agencies Sharing Infrastructure Costs When Proportionate Share Data Are Available

The state is in the process of implementing the requisite statewide data tracking system, and once such data is available, all non-colocated Partner Agencies who are receiving benefit from the AJCCs will also be required to contribute their proportionate share towards infrastructure costs.

By signing below, all parties agree that when data are available to determine the AJCC benefit to non-colocated Partner Agencies, the infrastructure cost sharing agreement will be renegotiated to include their proportionate share of contributions.

Workforce Development Board of Solano County

Heather Henry
Printed Name

President/Executive Director
Title

Signature

Date

Agency Name

Printed Name

Title

Signature

Date

Solano AJCC Partner Agency MOU

Attachment A “System Costs Funding”

A. Parties to the MOU Participating in Providing Funding for Infrastructure and Other System Costs:

In conformance with the WIOA, in order to establish a high quality AJCC delivery system and enhance collaboration amongst partner programs, the Workforce Development Board of Solano County (WDB) uses the AJCC Partner Agency MOU with all AJCC required partners present in their Local Workforce Development Area (Local Area). This Attachment A subpart addresses how to sustain the unified system using resource sharing and joint infrastructure cost funding.

- I. Other System Costs – Participating AJCC Partners
 - California Human Development, Migrant Seasonal Farmworkers
 - California Indian Manpower Consortium, Native American Programs
 - CAP Solano, Community Services Block Grant
 - Job Corps
 - ACC Senior Services, Title V Older Americans Act
 - Adult Education and Literacy, Title II Adult Education
 - Benicia Unified School District, Title II Adult Education
 - Fairfield-Suisun Unified School District, Title II Adult Education
 - Muzetta Thrower Adult Education Center (Vacaville), Title II Adult Education
 - Vallejo Adult School, Title II Adult Education
 - Solano Community College, Community Colleges / Carl Perkins Career Technical Education
 - Solano County Health and Social Services, Temporary Assistance for Needy Families / CalWORKs
 - State of California, Department of Rehabilitation, Title IV Vocational Rehabilitation
 - State of California Employment Development Department (EDD)
 - Title III Wagner-Peyser
 - Veterans
 - Trade Adjustment Assistance
 - Unemployment Insurance
 - Workforce Development Board of Solano County, Title I Adult, Dislocated Worker, and Youth

II. Infrastructure Costs – Participating AJCC Partners

- Workforce Development Board of Solano County, Title I Adult, Dislocated Worker and Youth
- State of California Employment Development Department (EDD), Title III Wagner-Peyser, Veterans, Trade Adjustment Assistance
- State of California, Department of Rehabilitation, Title IV Vocational Rehabilitation

III. Consensus and / or Assurance

All parties have negotiated in good-faith to reach consensus for cost sharing.

B. Sharing Funding Responsibility:

I. Career Services Costs Budget

Please refer to AJCC Partner Agency MOU Attachments C & D, which describe the applicable career services provided by each AJCC Partner. *This Career Service budget contains annual funding amounts.*

KEY: AGENCIES-PARTNERS

BUSD T-II AEL:	Benicia Unified School District, Title II Adult Education
CHD MSF:	California Human Development, Migrant Seasonal Farmworkers programs
CIMC Native Am:	California Indian Manpower Consortium, Native American programs
CAPSolano CSBG:	CAP Solano, Community Services Block Grant
Job Corps:	Job Corps, No California Outreach and Admissions for Job Corps
ACC T-V OAA:	ACC Senior Services, Title V Older Americans Act
FSUSD T-II AEL:	Fairfield-Suisun Unified School District, Title II Adult Education
VUSD:	Muzetta Thrower Adult Education Center, Title II Adult Education
VCUSD T-II AEL:	Vallejo Adult School, Title II Adult Education
H&SS TANF:	Solano County Health and Social Services, Temporary Assistance for Needy
SCC Tech Ed:	Solano Community College, Community Colleges / Carl Perkins Career Technical
DOR T-IV VR:	State of California, Department of Rehabilitation, Title IV Vocational Rehabilitation
EDD T-III W-P:	State of California Employment Development Department, Title III Wagner-Peyser,
EDD Vets:	State of California Employment Development Department, Veterans
EDD TAA:	State of California Employment Development Department, Trade Adjustment Assistance
EDD UI:	State of California Employment Development Department, Unemployment Insurance
WDB T-I Adult:	Workforce Development Board of Solano County, Title I Adult
WDB T-IDW:	Workforce Development Board of Solano County, Title I Dislocated Worker
WDB T-I Youth:	Workforce Development Board of Solano County, Title I Youth

Consolidated budget total of career services delivered through the One-Stop system Grand Total = \$XX,XXX,XXX.XX

Consolidated Budget for the Delivery of Applicable Career Services							
<p>This other system costs budget is a consolidated budget for applicable career services. This budget includes each of the Partner's costs for the service delivery of each applicable career service and a consolidated system budget for career services applicable to more than one Partner. These other system costs include all costs, including personnel, related to the administration and delivery of those services.</p>							
Applicable Career Services	WDB T-I Adult	WDB T-I DW	WDB T-I Youth	FSUSD T-II AEL	VCUSD T-II AEL	EDD T-III WP	DOR T-IV VR
Basic Career Services: T-I Eligibility/Initial Assess Outreach, Intake, Orient Labor Exchange/Job Search Referrals/LMI Support Service Info UI Info/Fin Aid Info	SCC Tech Ed	ACC T-V OAA	Job Corps	CIMC Native Am	CHD MSF	EDD Vets	EDD TAA
	CAPSolano CSBG	H&SS TANF	EDD UI	VUSD T-II AEL	BUSD T-II AEL		
<p>Consolidated budget total of Basic Career Services delivered through the One-Stop system = \$X,XXX,XXX.XX</p>							
Applicable Career Services	WDB T-I Adult	WDB T-I DW	WDB T-I Youth	FSUSD T-II AEL	VCUSD T-II AEL	EDD T-III WP	DOR T-IV VR
Individual Career Services: Comp Assessment/IEP Career Plan/Counsel Short-Term Pre-Vocational Internship/Work Experience Financial Literacy IET/ELAWF Prep	SCC Tech Ed	ACC T-V OAA	Job Corps	CIMC Native Am	CHD MSF	EDD Vets	EDD TAA
	CAPSolano CSBG	H&SS TANF	EDD UI	VUSD T-II AEL	BUSD T-II AEL		
<p>Consolidated budget total of Individual Career Services delivered through the One-Stop system = \$X,XXX,XXX.XX</p>							

II. Sharing AJCC Infrastructure Costs:

The Workforce Development Board of Solano County and AJCC Partners have chosen the following option for developing the infrastructure cost budget:

Option 1: A separate budget for each comprehensive / affiliate AJCC.

Option 2: A consolidated system-wide budget for the network of comprehensive / affiliate AJCCs.

Comprehensive AJCC:

America's Job Center of California
Solano County
1440 Marin St.
Vallejo, CA 94590

Partners Colocated at this AJCC:

- Workforce Development Board of Solano County
- State of California Employment Development Department
- State of California, Department of Rehabilitation

III.

Cost Allocation Methodology

The Workforce Development Board of Solano County and colocated Partners to this MOU agree to a cost allocation methodology to identify the proportionate share of infrastructure costs each partner will be expected to contribute. This cost allocation methodology adheres to the following: is consistent with federal laws authorizing each partner's program; complies with federal cost principles in the Uniform Guidance; includes only costs that are allowable, reasonable, necessary, and allocable to each program Partner; and is based on an agreed upon measure that mathematically determines the proportionate use and benefit received by each Partner.

The infrastructure cost allocation methodology selected is the proportion of a Partner program's occupancy percentage in square footage and time utilized at the Solano Employment Connection Job Center in Vallejo, the AJCC comprehensive center.

July 2025 - June 2028

Basic Career Services:

Employment & training services provided to any person seeking assistance who is 16 yrs & over and has the Right to Work in the US

Partner Program	Partner Agency	OUTREACH:			ORIENTATION:		
		AJCC Website Content & Links	Partner Staff Cross-Training	1-Stop System & AJCC Orientations	Partner Services: Directory / Orientations	CalJOBS Access	
WIOA Title I Adult / Dislocated Worker	WDB	y	y	y	y	y	
WIOA Title I Youth	WDB	y	y	y	y	y	
WIOA Title II Adult Education and Literacy	BUSD	y	y	y	y	y	
WIOA Title II Adult Education and Literacy	FSUSD	y	y	y	y	y	
WIOA Title II Adult Education and Literacy	VCUSD	y	y	y	y	y	
WIOA Title II Adult Education and Literacy	VUSD	y	y	y	y	y	
WIOA Title III Wagner-Peyser	EDD-Job Service	y	y	y	y	y	
WIOA Title IV Vocational Rehabilitation	DOR	y	y	y	y	y	
Title V Older Americans Act	ACC	y	y	y	y	y	
Job Corps	Job Corps	y	y	y	y	y	
Native American Programs (Section 166)	CIMC	y	y	y	y	y	
Migrant Seasonal Farmworkers (Section 167)	CHD	y	y	y	y	y	
Veterans Workforce Services Branch (WSB)	EDD	y	y	y	y	y	
Trade Adjustment Assistance Act (WSB)	EDD	y	y	y	y	y	
Community Services Block Grant	CAPSolano	y	y	y	y	y	
Unemployment Insurance (UIB)	EDD	y	y	n/a	y	y	
TANF/CalWORKS	Solano H&SS	y	y	y	y	y	
Career Technical Education	Solano College	y	y	y	y	y	

July 2025 - June 2028

Partner Program	Partner Agency	INTAKE:		ASSESSMENT & REFERRAL:			JOB SEARCH ASSISTANCE:	
		Program-Specific Eligibility @ AJCC	On-line Eligibility / Registration Services	Initial Needs Assessment	Referral to Partner Services	Partner Point of Contact	Labor Market Info - CalJOBS +	Job Search / Skills Upgrade Help
WIOA Title I Adult / Dislocated Worker	WDB	Title 1	-----	y	y	y	y	y
WIOA Title I Youth	WDB	Title 1	-----	y	y	y	y	y
WIOA Title II Adult Education and Literacy	BUSD	Title II	y	y	y	y	y	y
WIOA Title II Adult Education and Literacy	FSUSD	Title II	y	y	y	y	y	y
WIOA Title II Adult Education and Literacy	VCUSD	Title II	y	y	y	y	y	y
WIOA Title II Adult Education and Literacy	VUSD	-----	y	y	y	y	y	y
WIOA Title III Wagner-Peyser	EDD-Job Service	Title III	y	y	y	y	y	y
WIOA Title IV Vocational Rehabilitation	DOR	Title IV	y	y	y	y	y	y
Title V Older Americans Act	ACC	Title V	-----	y	y	y	y	y
Job Corps	Job Corps	y	-----	y	y	y	y	y
Native American Programs (Section 166)	CIMC	-----	-----	y	y	y	y	y
Migrant Seasonal Farmworkers (Section 167)	CHD	-----	-----	y	y	y	y	y
Veterans Workforce Services Branch (WSB)	EDD	y	-----	y	y	y	y	y
Trade Adjustment Assistance Act (WSB)	EDD	y	-----	y	y	y	y	y
Community Services Block Grant	CAPSolano	-----	-----	y	y	y	y	-----
Unemployment Insurance (UIB)	EDD	-----	y	y	y	y	n/a	n/a
TANF/CalWORKS	Solano H&SS	-----	y	y	y	y	y	y
Career Technical Education	Solano College	-----	y	y	y	y	y	y

July 2025 - June 2028

Business /Employer Services:

Partner Program	Partner Agency	LABOR EXCHANGE:			INFORMATION:			BUSINESS SERVICES:	
		CalJOBS Job Bank Access - Job Seeker	Performance & Cost	Unemployment Insurance	Financial Aid & Support Services	Employer Services @ AJCC / Other	CalJOBS Job Listings Access - Employer		
WIOA Title I Adult / Dislocated Worker	WDB	y	y	-----	y	y	y	y	
WIOA Title I Youth	WDB	y	y	-----	y	y	y	y	
WIOA Title II Adult Education and Literacy	BUSD	y	-----	-----	y	-----	-----	y	
WIOA Title II Adult Education and Literacy	FSUSD	y	-----	-----	y	-----	-----	y	
WIOA Title II Adult Education and Literacy	VCUSD	y	-----	-----	y	-----	-----	y	
WIOA Title II Adult Education and Literacy	VUSD	y	-----	-----	y	-----	-----	y	
WIOA Title III Wagner-Peyser	EDD-Job Service	y	-----	y	y	-----	y	y	
WIOA Title IV Vocational Rehabilitation	DOR	y	-----	-----	y	-----	y	y	
Title V Older Americans Act	ACC	y	-----	-----	y	-----	y	y	
Job Corps	Job Corps	y	-----	-----	y	-----	y	y	
Native American Programs (Section 166)	CIMC	y	-----	-----	y	-----	-----	y	
Migrant Seasonal Farmworkers (Section 167)	CHD	y	-----	-----	y	-----	-----	y	
Veterans Workforce Services Branch (WSB)	EDD	y	-----	y	y	-----	y	y	
Trade Adjustment Assistance Act (WSB)	EDD	y	-----	-----	y	-----	-----	y	
Community Services Block Grant	CAPSolano	y	-----	-----	y	-----	-----	y	
Unemployment Insurance (UIB)	EDD	n/a	-----	y	n/a	-----	n/a	n/a	
TANF/CalWORKS	Solano H&SS	y	-----	-----	y	-----	-----	y	
Career Technical Education	Solano College	y	-----	-----	y	-----	-----	y	

AJCC System Points of Access

July 2025 - June 2028

BEN = Benicia SS = Suisun
 FF = Fairfield VJO = Vallejo

Partner Program	Partner Agency	PHYSICAL LOCATIONS - Service sites:											
		VJO/BEN Comprehensive	VJO/BEN Other	FF/SS Affiliate	FF/SS Other	Vacaville Other	Rio Vista Other	Dixon Other					
WIOA Title I Adult / Dislocated Worker	WDB	Co-located	y	Co-located	y	y	-----	-----	-----	-----	-----	-----	
WIOA Title I Youth	WDB	Co-located	y	Co-located	y	y	-----	-----	-----	-----	-----	-----	
WIOA Title II Adult Education and Literacy	BUSD	-----	y	-----	-----	-----	-----	-----	-----	-----	-----	-----	
WIOA Title II Adult Education and Literacy	FSUSD	-----	-----	Intermittent	y	-----	-----	-----	-----	-----	-----	-----	
WIOA Title II Adult Education and Literacy	VCUSD	Intermittent	y	-----	-----	-----	-----	-----	-----	-----	-----	-----	
WIOA Title II Adult Education and Literacy	VUSD	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	
WIOA Title III Wagner-Peyser	EDD-Job Service	Co-located	-----	-----	-----	y	-----	-----	-----	-----	-----	-----	
WIOA Title IV Vocational Rehabilitation	DOR	Co-located	y	Intermittent	y	y	-----	-----	-----	y	-----	y	
Title V Older Americans Act	ACC	Intermittent	-----	Intermittent	-----	-----	-----	-----	-----	-----	-----	-----	
Job Corps	Job Corps	Intermittent	y	Intermittent	y	-----	-----	-----	-----	-----	-----	-----	
Native American Programs (Section 166)	CIMC	-----	y	-----	y	y	-----	-----	-----	y	-----	y	
Migrant Seasonal Farmworkers(Section 167)	CHD	Intermittent	-----	Intermittent	-----	-----	-----	-----	-----	Intermittent	-----	y	
Veterans Workforce Services Branch (WSB)	EDD	Co-located	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	
Trade Adjustment Assistance Act (WSB)	EDD	Co-located	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	
Community Services Block Grant	CAP Solano JPA	-----	y	-----	y	y	-----	-----	-----	y	-----	y	
Unemployment Insurance (UIB)	EDD	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	
TANF/CalWORKS	Solano H&SS	-----	y	-----	y	y	-----	-----	-----	y	-----	y	
Career Technical Education	Solano College	-----	y	-----	y	y	-----	-----	-----	y	-----	-----	

AJCC System Points of Access

July 2025 - June 2028

Partner Program	Partner Agency	ELECTRONIC CONNECTIONS:				CONNECTIONS:		
		Website Links	Computer Access Public	Online Services	Networked Referrals	Real time Connections	Real time Referrals	Real time Referrals
WIOA Title I Adult / Dislocated Worker	WDB	y	y	y	in-developmen	y		y
WIOA Title I Youth	WDB	y	y	y	in-developmen	y		y
WIOA Title II Adult Education and Literacy	BUSD	y	-----	y	in-developmen	y		y
WIOA Title II Adult Education and Literacy	FSUSD	y	-----	y	in-developmen	y		y
WIOA Title II Adult Education and Literacy	VCUSD	y	-----	y	in-developmen	y		y
WIOA Title II Adult Education and Literacy	VUSD	y	-----	y	in-developmen	y		y
WIOA Title III Wagner-Peyser	EDD-Job Service	y	y	y	in-developmen	y		y
WIOA Title IV Vocational Rehabilitation	DOR	y	-----	y	in-developmen	y		y
Title V Older Americans Act	ACC	y	-----	y	in-developmen	y		y
Job Corps	Job Corps	y	-----	y	in-developmen	y		y
Native American Programs (Section 166)	CIMC	y	-----	y	in-developmen	y		y
Migrant Seasonal Farmworkers(Section 167)	CHD	y	-----	y	in-developmen	y		y
Veterans Workforce Services Branch (WSB)	EDD	y	y	y	in-developmen	y		y
Trade Adjustment Assistance Act (WSB)	EDD	y	y	y	in-developmen	y		y
Community Services Block Grant	CAP Solano JPA	y	-----	-----	in-developmen	y		y
Unemployment Insurance (UIB)	EDD	y		y	-----	y		y
TANF/CalWORKS	Solano H&SS	y	-----	y	in-developmen	y		y
Career Technical Education	Solano College	y	-----	y	in-developmen	y		y