



SANTA CRUZ COUNTY

Chief Elected Official and Workforce Development Board

Shared Governance Agreement

Adopted July 1, 2020

SANTA CRUZ COUNTY ONE STOP CENTER

610 North Morley Ave. Nogales, AZ 85621

Santa Cruz County
Chief Local Elected Official
and
Workforce Development Board

Shared Governance Agreement
2020 - 2024

WHEREAS, the Workforce Innovation and Opportunity Act (WIOA) of 2014, Public Law 113-128, Section 107 and applicable WIOA Regulations, mandate an agreement between the Santa Cruz County Chief Local Elected Official (SCC CLEO) and the Workforce Development Board (SCC WDB); and

WHEREAS, in accordance with WIOA Section 106, Santa Cruz County was established and certified as a Local Workforce Area by the Governor of the State of Arizona; and

WHEREAS, WIOA and WIOA Regulations describes the roles and responsibilities of define Santa Cruz County Chief Local Elected Official (SCC CLEO) and the Santa Cruz County Workforce Development Board (SCC WDB); and

WHEREAS, the SCC CLEO appoints the SCC WDB in accordance with WIOA and WIOA Regulations; and

WHEREAS, the SCC WDB in partnership with the SCC-CLEO set Local WIOA policies and program strategies (20 CFR 679.310 (b)); and

WHEREAS, the SCC CLEO holds liability the SCC WIOA WDB shall follow all State of Arizona Statutes and SCC Fiscal Policies; and

WHEREAS, the SCC CLEO and the SCC WDB roles are described in WIOA and WIOA Regulations and the SCC CLEO and the SCC WDB agree to adhere to the provisions contained in 2 CFR 200; and

WHEREAS, the SCC CLEO and the SCC WDB agree to make the Santa Cruz County Conflict of Interest Policy a part of this agreement, and

WHEREAS, the parties desire to enter into an agreement to provide and perform the obligations of the WIOA and WIOA Regulations to the eligible residents and businesses of Santa Cruz County; and

WHEREAS, this Agreement reflects State of Arizona Statutes and Policies:

WHEREAS, the SCC CLEO and SCC WDB hereby enter into a joint shared governance agreement to fulfill their obligations as prescribed in the WIOA; and

Now therefore, it is mutually agreed to the following:

Section 1. WDB MEMBERSHIP

A. Term of Office

The terms of the SCC WDB members shall be for three years, staggered terms with one third which may be reappointed or replaced annually. Since some of the SCC WDB Members were previously appointed under the Workforce Investment Act (WIA), the SCC CLEO may retain those members with their initial terms of office. Future appointments may be made to fill vacancies and/or to comply with WIOA Regulations.

B. Nominations and Appointments

All SCC WDB appointments shall follow WIOA, Section 107 (b) (2) requirements.

1. Business Nominations: The nominating organization submits to the SCC CLEO a document or letter signed by the chief executive officer to identify the individual to be nominated, and
2. The letter will acknowledge the nominee's optimum policy-making authority, and
3. The letter includes documentation of curriculum vitae, resume or work history supporting the qualifications of the nomination

Appointments will ensure SCC WDB is composed of a business majority.

Labor representatives must be nominated by labor federations/organizations.

The SCC CLEO shall have sole authority to appoint SCC WDB members.

It is anticipated that the appointment by the SCC CLEO shall take place within sixty (60) days of the recommendation for appointment by local business organizations, business trade associations and the SCC WDB composed of a business majority.

Appointment must be made within one hundred twenty (120) days. If vacancy is not filled within the 120 days a notification will be made to the State of Arizona requesting a waiver with justification to allow more time for the appointment.

The new member filling the vacancy shall represent the same sector as the outgoing member.

All appointments to the SCC WDB will be in the SCC Board of Supervisors Minutes and the SCC WDB Meeting Minutes.

C. Communicating SCC CLEO Appointments to SCC WDB

SCC WDB appointments are made by the SCC CLEO and are documented in the SCC Board of Supervisors Meeting Minutes. In addition, the Administrative Entity will notify the SCC WDB. Finally, the SCC WDB Minutes reflect new appointments and categories filled.

D. Change in Status

Any SCC WDB member that has a change in their original appointment representation status may be removed or reappointed to the new status if the SCC CLEO desires.

E. Midterm Appointment

When a SCC WDB vacancy occurs during a member's term, the SCC CLEO shall appoint a qualified replacement to fill the vacancy. Potential SCC WDB business representative members are nominated as required in Section 1. B. of this agreement. Labor representatives must be nominated by labor federations/organizations.

F. Vacancies:

If a vacancy occurs otherwise than by expiration of term, the vacancy shall be filled by appointment by the SCC CLEO for the unexpired portion of the term.

The SCC CLEO shall appoint a qualified replacement to fill the vacancy. Potential SCC WDB Members are nominated by local business organizations, business trade associations and the SCC WDB composed of a business majority.

Labor representatives must be nominated by labor federations/organizations.

G. Vacancy Time Limit

If appointment has not been made within one hundred and twenty (120) days a notification will be made to the State of Arizona and if more time is needed a waiver request may be made to allow more time for the appointment.

H. Resignations

Resignation by members may be submitted in writing, if possible, to the SCC WDB Chairman. An agenda item will be placed on the next SCC WDB meeting for the SCC WDB to “acknowledge” that member’s resignation.

I. Removal

Removal of a SCC WDB member may occur if there exists just cause, documented violation of conflict of interest, failure to meet SCC WDB representation requirements defined in WIOA and/or this policy or documented proof of malfeasance, fraud, or abuse.

J. Elections of Officers:

The SCC WDB shall hold elections for the offices of President, Vice President and Secretary. Such elections shall follow the SCC WDB By Laws.

K. Removal from SCC WDB for Just Cause

Removal of any member from the SCC WDB for just cause, requires a review by the SCC WDB Executive Committee. Should the SCC WDB Executive Committee determine that it is in the best interest of the SCC WDB to remove a member; a recommendation for removal will be presented to the SCC WDB for official action to remove the member.

Ten days written notice must be provided to the member being considered for removal from the SCC WDB before a recommendation for removal is placed on a SCC WDB meeting agenda.

Notification will be given to the SCC CLEO of any actions taken to remove a member from the SCC WDB, and when any member submits a resignation.

Section 2. Relationships Between CEO and WDB

A. Avoiding Conflict of Interest

The SCC WDB will adhere to all Federal, State of Arizona and Local Statutes and Policies relating to Conflict of Interest. It is the intent of the SCC CLEO and SCC WDB to avoid Conflicts of Interest and ensure legal and proper Programmatic and Fiscal Management. Hence the SCC WDB and staffing functions will have built in firewalls.

As prescribed by WIOA Sec. 107 (f) the WDB "... may hire a director and other staff ..." to carry out its functions. To avoid conflicts of interest the SCC WDB staff will be housed in SCC under the County Administrator. The County Administrator will not perform any functions of the WDB staff.

The WDB director's duties will be aligned with the WDB mission, role, and job description, as stipulated in WIOA and WIOA Regulations. The County Administrator may request meetings and updates as part of the joint WIOA Programs oversight role of the SCC WDB and SCC CLEO.

In partnership with the SCC CLEO, the SCC WDB will define the staff responsibilities and will include the responsibilities in the "Job Descriptions" as described in WIOA Sec. 107 (d) (8). The SCC WDB in partnership with the SCC CLEO will conduct oversight and ensure appropriate use and management of WIOA funds.

SCC WDB staff may conduct reviews of WIOA programs and provide updates at the SCC WDB meetings or as requested by the SCC WDB or the SCC CLEO as part of the joint oversight role. The US DOL and ADES will conduct program and fiscal reviews of WIOA Programs. These reports will be shared with the SCC WDB and SCC CLEO. If corrective actions are needed the staff will follow up and provide progress reports.

The SCC WIOA Program staff are housed in the SCC Health Department and will not be staffing the SCC WDB. The WIOA Program staff provide of Adult, Youth and Dislocated Workers services.

As described in WIOA Sec. 107 (d) (10), the SCC WDB in partnership with the SCC CLEO shall designate or certify the One Stop Operator and service providers consistent with WIOA Sec. 123 (b).

Since the Administrative Services Department has no direct supervision of the SCC WDB or WIOA Program staff it will provide fiscal, procurement and audit services for SCC WIOA funded Programs.

Since the SCC One Stop Center has operated with the support of WIOA Title I and Title II only, it is the intent to secure additional financial support from the WIOA Title III and Title IV administered by the DES.

Once additional funding is secured from the other WIOA Partners, the SCC WIOA One Stop Operator Request for Proposals will be issued. The One Stop Operator procurement process will follow all WIOA, WIOA Regulations, State of Arizona, and Workforce Arizona Council Policies. Required firewalls will be placed to ensure One Stop Operator will perform only those activities allowed, per WIOA and WIOA Regulations.

Local Plan Development

Per WIOA Sec. 107 (d) (1). The SCC WDB and SCC CLEO in partnership shall develop the Santa Cruz County Local Plan and submit to the Governor.

To ensure Santa Cruz County has a One Stop System the SCC WDB will involve the WIOA Partners in the development and submittal of the Santa Cruz County Local Plan consistent with WIOA, federal regulations, State of Arizona policies, state plan, and other state administrative entity requirements.

A 30-day public comment period will be required. The Local Plan will be made available in hard copy at the SCC One Stop Center, SCC Website, and the Arizona@Work Website. Public comments will be reviewed and considered by the SCC WDB. All public comments will be noted in the Local Plan.

Once the SCC WDB and CLEO approve the Local Plan it will be submitted to the State of Arizona.

B. Budget and Approval

Per WIOA 107 (d) (12) (A) and 20 CFR 679.370 (o) "The local board shall develop a budget for the activities of the local board in the local area, consistent with the local plan and the duties of the local board under this section, subject to the approval of the chief elected officials." Per Workforce Arizona Council Policy # 1, VI, 14, including Title I budget amounts allocated for youth, adult, and dislocated worker services are subject to 2 CFR 200.

C. Selection of Operators and Firewalls

Selection of Operators and Providers. - The SCC WDB shall designate or certify one-stop operator and service providers. Per 2 CFR 200 the SCC WDB is not recognized

as a legal entity in federal or State of Arizona. As a result, the SCC Board of Supervisors must approve all contracts and the selection of all service providers and shall adhere to Santa Cruz County Procurement Codes and policies and are subject to approval of the SCC CLEO.

In the selection of the operators and providers, including the One Stop Operator, where appropriate, the SCC Board of Supervisors will terminate such providers in accordance with 2 CFR part 200.

The SCC WDB and CLEO agree that the SCC fiscal entity will procure contracts or obtain written agreements, conduct financial monitoring of service providers, or otherwise perform these functions.

- (1) The SCC WDB is separate from the SCC Finance Department and thus a fire wall and no Conflict of Interest exists.
- (2) The SCC Title II Contract is with the Board of Supervisors and thus a fire wall and no Conflict of Interest exists.
- (3) The SCC One Stop Center Core Partners have agreed to provide a fair share of the One Stop Operator costs. Per WIOA Sec. 121 (d)(2) (A) the SCC WDB will issue a Request for Proposals for One Stop Operator. After review and evaluation of the RFP responses the SCC WDB and SCC CLEO, per WIOA Sec. 107 (d) (10) (A) will "designate or certify" the One Stop Operator.

With the commitment by the other WIOA Core Partners to provide financial support an RFP will be issued. Thus, a firewall and the Conflict of Interest will be avoided.

- (4) SCC WDB staff support has been provided only with Title I funds. SCC WDB will be evaluating and recommending staff assignments to the SCC WDB to create a firewall and avoid Conflict of Interest
- (5) Youth providers. - The SCC WDB shall identify eligible providers of training services and shall work with the State to ensure there are sufficient numbers and types of providers of career services and training service in a manner that maximizes consumer choice, as well as providing opportunities that lead to competitive employment for individuals with disabilities.

The SCC WDB shall recommend to the SCC CLEO the Youth Service potential providers. The SCC CEO must approve any Youth Service providers. Such selection shall adhere to Santa Cruz County Procurement Codes and policies.

D. SCC WDB Youth Committee and Activities

The SCC WDB Chair has authority to request for volunteers or appoint SCC WDB members to serve on the SCC WDB Youth Committee. Youth Committee members should have experience, knowledge and/or interest in youth training, education, and employment. Member terms are determined by membership terms on the SCC WDB.

The Youth Committee will:

- Provide input on model youth programs;
- Identify youth needs in Santa Cruz County;
- Coordinate with community organizations servicing out-of school youth and youth with disabilities;
- Act as a liaison with local schools to provide information on the youth services offered in Santa Cruz County; and
- Recommend to the SCC WDB youth services providers.

E. Program Oversight

The SCC WDB in partnership with the SCC CLEO shall conduct program and fiscal oversight for youth workforce activities, employment and training activities for dislocated workers, adults and the one-stop delivery system and to ensure appropriate management of the funds provided under WIOA. In addition, DOL and DES regularly monitor the fiscal and programs. The oversight will ensure the appropriate use and management of the funds to maximize performance outcomes under WIOA 116.

The SCC WDB will review all SCC One Stop Center Partners performance at their scheduled meetings. Reports from the Partners are expected to provide performance information, issues that have arisen or may arise and future activities.

SCC Business Services Team will report on business contacts made and projected, employment opportunities, business expansions, openings, or closures. In preparation and when requested industry, occupations, and employment data will be presented at the SCC WDB meetings.

The SCC WDB meeting Minutes, including all monitoring reports are provided to the SCC CLEO and Board of Supervisors at their meetings or Special Work Sessions.

F. Performance Accountability

After the US Department of Labor (DOL) negotiates the Arizona performance measures with the Arizona Department of Economic Security (DES), representing the Governor of Arizona and after the negotiation with DOL, the DES staff produces and disseminates the potential performance measures for all Local Areas.

Per WIOA 107 (d) (9) The SCC WDB, SCC CLEO (represented by the SCC WDB Manager and WIOA Program Director, respectively), and the Governor represented by DES shall negotiate and reach agreement on local performance measures.

When the SCC WDB and SCC CLEO receive the proposed performance measures from DES a review of previous years' performance is analyzed. Furthermore, the SCC WDB and SCC CLEO review and analyze the local labor market data including demand in industries and occupations. They secure information regarding the local business and job seekers requests for training, On the Job Training and educational opportunities.

Having gathered and analyzed the local data and information collected a table is prepared with performance measures that the SCC WDB and SCC CLEO agree are fair and achievable. The SCC WDB, SCC CLEO, and Governor (represented by DES) begin performance measure negotiations, make adjustments, and reach agreement on the SCC performance measures for the next two years.

G. SCC WDB Bylaws and Amendments

The SCC WDB in partnership with CLEO shall adopt Bylaws and policies which are consistent with WIOA and Rule 679.310 (g). Such Bylaws comply with the requirements of WIOA, Regulations and the State of Arizona Policies. Addressed in the Bylaws there will be articulated, but not limited to, the role of the WDB and CLEO, process for amending the Bylaws, WDB appointments, and Conflict of Interest.

Amendments to the SCC WDB Bylaws may be necessary from time to time. Any proposed changes to the Bylaws must be presented to the members of the SCC WDB at a general meeting and approved by a vote of the SCC WDB at the following meeting. The amended Bylaws are then presented to the Board of Supervisors for final approval. Each time the Bylaws are amended, a copy of the updated Bylaws will be distributed to all SCC WDB members, and Santa Cruz County Board of Supervisors.

Either the-SCC CEO or SCC WDB may propose amendments to this agreement at any time. The entire agreement of the parties is contained herein, and this agreement supersedes any, and all prior oral agreements between the parties relating to the subject matter thereof.

H. Memorandum of Understanding

As required by WIOA Section 121 (c) the SCC WDB with the agreement of the SCC CLEO shall develop and enter into a memorandum of understanding between the SCC WDB and One-Stop Partners concerning the operation of the One-Stop Center System in Santa Cruz County.

SCC MOU may be amended when the State of Arizona or the SCC One Stop System Partners request an amendment. However, if the MOU only affects one Partner the affected Partner signature is the only one required.

I. Authorized Signatures

The SCC WDB is authorized to sign all documents requested and/or necessary to ensure the efficient effective delivery of services to job seekers and businesses in Santa Cruz County.

The SCC CLEO is authorized to sign all documents requested and/or necessary to ensure the efficient effective delivery of services to job seekers and businesses in Santa Cruz County.

J. CLEO and WDB Agreement Amendments

This Agreement between the SCC CLEO and the SCC WDB may be amended when the State of Arizona, SCC CLEO or SCC WDB requests a change. The SCC WDB shall begin the process of reviewing the requested changes and if approved will submit the changes to the CLEO for final approval.

Changes in SCC CLEO will be noted in the SCC Board of Supervisors Meeting Minutes and communicated to the SCC WDB by the staff. Changes in the SCC WDB Chair will be noted in the SCC WDB Meeting Minutes and copy will be provided to the SCC CLEO.

K. Communications with Elected Officials

The SCC WDB will communicate with the SCC CLEO via telephone, emails, memos, letters, celebrations, and presentations, as necessary. All SCC WDB Meeting Minutes are submitted to the SCC CLEO and Board of Supervisors Members.

The communications between the SCC WDB and SCC CLEO exceed the minimum once a year meeting required. The SCC WDB and SCC CLEO communication and/or meetings entail SCC WDB performance negotiations, performance outcomes, program

updates and initiatives, local plan approvals and modifications, discussions on the local economy, employer needs and industry and demand occupations.

Special meetings may be requested and held. On a regular basis the SCC CLEO is invited to participate at all Job Fairs and special meetings with employers.

In addition, the SCC WDB will communicate with the Santa Cruz County public via public meetings, presentation, letters, web page and other electronic means available.

L. Workforce Development Board Policies

- A. The SCC WDB in partnership with the CLEO will develop and adopt the necessary WDB Policies to carry out the requirements of the WIOA, Regulations, State of Arizona and SCC Policies, and requirements for compliance with state contract.
- B. While the WIOA and Regulations refer to the WDBs as able to directly hire staff, the Federal and State Statutes do not recognize the SCC WDB as a legal entity. As such it cannot receive federal or state funds, enter into contract or directly hire staff. However, the SCC CLEO recognizes the WIOA intent to provide staff to the Local WDB. In doing so the SCC CLEO authorizes the hiring of staff to assist the SCC WDB in carrying out its duties, roles, and responsibilities.

SCC WDB staff support has been provided only with Title I funds. SCC WDB will be evaluating and recommending staff assignments to the SCC WDB to create a firewall and avoid Conflict of Interest

M. SCC WDB Roles and Responsibilities

- A. The SCC WDB acknowledges it will ensure appropriate use and management of the SCC WIOA Funds for Youth, Adults and Dislocated Workers.

Since the SCC WDB cannot award grants and contracts, they are issued by Santa Cruz County. All Santa Cruz County procurement of services and goods will follow State of Arizona Statutes and Santa Cruz County Procurement policies. When a Request for Proposals is issued it is made public and distributed to potential bidders. The SCC WDB and Santa Cruz County Board of Supervisors selection process is open to the public via public notices and meetings opened to the public. SCC WDB follows the State of Arizona Open Meeting Laws.

- B. The SCC WDB acknowledges that it will ensure the appropriate use and management of the funds to maximize performance outcomes under WIOA 116.

- C. The SCC WDB selection of the SCC One-Stop operator and providers will follow State of Arizona Statutes and Santa Cruz County Procurement policies. When a Request for Proposals is issued it is made public and distributed to potential bidders. The SCC WDB and SCC CLEO selection are open to the public via public notices and meetings opened to the public. SCC WDB follows the State of Arizona Open Meeting Laws.

In accordance with 2 CFR 200 the SCC on behalf of the SCC WDB will terminate the service contracts.

- D. The SCC CLEO and SCC WDB agree that the Fiscal Agent will procure contracts or obtain written agreements, conduct financial monitoring of service providers, and ensure audits of service providers. The SCC WDB responsibilities, per WIOA, Section 107, 20CFR 679.370 include:

- E. The SCC WDB will carry out the following requirements, per 20 CFR 679.370:

1. Workforce Research and Regional Labor Market. In order to assist in the development and implementation of the local plan, the SCC WDB shall carry out analyses of the economic conditions of the region, the needed knowledge and skills of the region, the workforce of the region, and workforce development activities (including education and training).

The SCC WDB will analyze updates Santa Cruz County economic conditions, local needed knowledge and skills, workforce, and workforce development (including education and training) activities to include an analysis of the strengths and weaknesses (including the capacity to provide) of such services to address the identified education and skill needs of the workforce and the employment needs of employers. The SCC WDB staff and/or subject experts will provide regular updates on economic conditions. We rely and use Office of Economic Opportunity data research and reports and other regional reports published by public and private entities.

SCC WDB will also assist the Governor in developing the statewide workforce and labor market information system under the Wagner-Peyser Act for the region.

2. Convening, Brokering and Leveraging. The SCC WDB shall convene local workforce development system stakeholders to assist in the development of the SCC Plan, as prescribed in WIOA Sec. 679,550 and in identifying non-Federal expertise and resources to leverage support for workforce activities.

The Santa Cruz County stakeholders may assist the S C C WDB and standing committees in carrying out convening, brokering, and leveraging functions at the direction of the SCC WDB. The SCCWDB has included all core partners (Title I, Title II, Title III and Title IV) in developing the SCC Local Plan and provide presentations on a regular basis.

In addition, the SCC WDB will be working with local partners and others to identify public and/or private funding sources to leverage the WIOA Title I programs.

3. Employer Engagement. The SCC WDB shall lead efforts to engage with diverse range of employers with optimum policy making and/or hiring authority and with entities in the region involved. The SCC WDB will promote business representation, develop effective linkages with employers to support employer utilization of SCC workforce system ensure the workforce investment activities meet the needs of employers and support economic growth in the region.

The SCC WDB will develop effective linkages with employers to encourage utilization of the SCC WIOA One Stop System. It will work with employers to identify their workforce needs, support economic growth in SCC, expand employment and career pathways in in-demand industries and in-demand occupations.

4. Career Pathways Development. - SCC WDB with representatives of secondary and postsecondary education programs, shall lead efforts to develop and implement career pathways by aligning employment, training, education, and supportive services.

To ensure career pathways development the SCC WDB will regularly evaluate the Arizona Eligible Training Providers List. (ETPL) It is important to evaluate the ETPL since SCC has a limited number of local training providers and relies on outside the County training providers for services and WIOA Title I Performance Accountability.

Since our WIOA customers receive training services from a variety of service providers it is important to track customer success and satisfaction. The SCC WDB will take appropriate actions in the cases where the training provider does not receive a favorable customer satisfaction rating.

5. Proven and Promising Practices. The SCC WDB shall lead efforts to identify and promote proven and promising strategies and initiatives for

meeting the needs of employers and jobseekers Identify and disseminate information on proven and promising practices. The SCC WDB will review and evaluate proven and promising strategies that have been implemented in Arizona or other local areas in the US.

The SCC WDB staff belong to the Arizona Workforce Association (AWA) which is made up of all the Local Areas in Arizona. The AWA offers a tremendous opportunity for sharing proven and promising strategies and initiatives for meeting the needs of employers and job seekers.

SCC WIOA staff also work with the Arizona Department of Education which has a network of service providers and they also share proven and promising strategies and initiatives for meeting the needs of employers and job seekers.

6. Technology; Program Oversight. The SCC WDB shall develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce system for employers, and workers and job seekers.

SCC WDB will work with the DES and other local areas to upgrade and improve the Arizona Job Connection (AJC) system. It will be involved with the AJC work group to ensure the system supports all workforce activities, training, and referrals in the One Stop Center.

Given the advances in internet communications the SCC WDB will be actively seeking ways to increase accessibility of the One Stop system in Santa Cruz County. While the Santa Cruz County community has issues with internet accessibility and equipment our goal is to have the Santa Cruz County businesses and job seekers have access to the internet anywhere in the county.

The SCC WIOA One Stop offers computer learning and will continue leverage resources by working with other community partners to increase the access to services. Services to individuals with barriers to employment may become eligible for additional in-depth training which will allow them to overcome the digital disadvantage and better prepare them for future work in higher-skilled work positions.

7. Negotiate with CEO and required partners on methods for funding the infrastructure costs of the SCC One Stop Center in accordance with WIOA Section 678.715.

The SCC WDB and SCC CLEO will work with all Santa Cruz County WIOA partners to ensure fair and equitable funding of infrastructure costs are secured. Staff has been negotiating with DES Title III and Title

IV and have reached agreement on the infrastructure costs in accordance with WIOA Sec. 678.715.

8. In accordance with WIOA sec. 107(d)(10)(E) work with the State to ensure there are sufficient numbers and types of providers of career services and training services serving the local area and providing the services in a manner that maximizes consumer choice, as well as providing opportunities that lead to competitive integrated employment for individuals with disabilities.

The SCC WDB has worked with local businesses that may be able to provide training services for all WIOA Title Programs. The effort has been made but the businesses did not meet the ETPL requirements. While there are no viable training programs in Santa Cruz County the WIOA staff use the State of Arizona Eligible Training Provider List (ETPL) which allows for the customer choice training needs of our job seekers. The employers in Santa Cruz County have been involved in advising the SCC WDB on the employer needs and have worked with training providers to ensure the training is appropriate and results in the job seeker getting hired.

9. Coordinate activities with education and training providers in SCC.

The SCC WDB works with all educational and training providers in Santa Cruz, Pima and Cochise Counties. The Santa Cruz County WIOA Programs are in a unique position since the County has been selected as the WIOA Title II service provider. The Title II staff is housed in the SCC One Stop Center and in a seamless manner coordinates services with Adult, Youth, Dislocated Workers, Employment Security and Vocational Rehabilitation Programs. Pima Community College offers eligible ETPL classes and training allowing SCC WIOA Programs participants have access to these services.

10. Accessibility for Individuals with Disabilities. The SCC WDB shall annually assess the physical and programmatic accessibility of all one stop centers in the local area.

The SCC WDB complies with WIOA sec. 188, as applicable, provisions of the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 *et seq.*). The Santa Cruz County Equal Opportunity Officer and the State of Arizona Equal Opportunity Officer annually monitor the SCC One Stop Center to ensure compliance with ADA Regulations.

The SCC WDB receives the reports and ensures all public accommodations and accessibility requirements are met.

11. The SCC WDB, with agreement of the CEO shall designate or certify SCC One-Stop Centers in accordance with WIOA, 20 CFR Sec. 678.800, 2 CFR 200 and Workforce Arizona Policies.

The SCC WDB utilizes the State of Arizona *issued One Stop Certification Assessment Tool* to ensure the One Stop Center comply with ADA mandated standards and WAC Policies.

If any deficiencies are found the SCC WDB staff addresses them and corrects them. Reports are provided to the SCC WDB. Provisions for all public accommodation and accessibility are made available upon request.

END

Authorized Signatures

IN WITNESS WHEREOF, the parties hereto have executed this Agreement this 1st day of September, 2016.



Santa Cruz County Board of Supervisors, CLEO

9/1/2020
Date



Santa Cruz County Workforce Investment Board, Chair

9-3-20
Date