

**MEMORANDUM OF UNDERSTANDING AND RESOURCE SHARING  
AGREEMENT BETWEEN THE MADERA COUNTY WORKFORCE INVESTMENT  
BOARD  
AND THE CALIFORNIA ARMY NATIONAL GUARD**

The Madera County Workforce Investment Board hereafter referred to as the "WIB" and the California Army National Guard hereafter referred to as the "CA ARNG" enter into this Memorandum of Understanding (MOU) and Resource Sharing Agreement (RSA).

**Whereas:**

The WIB and the CA ARNG developed a collaborative so that Workforce Investment Act (WIA) customers and the general public will have greater access to recruitment information and services provided by the CA ARNG at the WIB Comprehensive One-Stop Career Center located in the City of Madera. The CA ARNG will provide an individual to staff the WIB Comprehensive One-Stop Career Center identified in II. A. below.

**Now, therefore and in consideration of the foregoing parties do hereby mutually agree that:**

**I. PURPOSE OF MEMORANDUM OF UNDERSTANDING AND RESOURCE SHARING AGREEMENT**

To describe the agreement between the WIB and CA ARNG so that both parties have a clear understanding of their respective roles and responsibilities of the project and the goals.

**II. DESCRIPTION OF THE ROLES OF THE WIB**

- A. Provide exclusive use of a workstation, and access to conference rooms located at the Madera Comprehensive One-Stop Career Center located at 209 E. 7<sup>th</sup> Street, Madera CA.
- B. Provide the use of peripheral equipment (e.g. Photocopier and Fax machine) located at the Madera Comprehensive One-Stop Career Center.
- C. Provide orientation and information pertaining to the Madera County WIA System referral processes to identify persons interested in enlistment into the CA ARNG.

**III. DESCRIPTION OF THE ROLES OF THE CA ARNG**

- A. Provide recruitment information to interested WIA customers and the general public.
- B. Supply written brochures about the CA ARNG in the One-Stop resource room.
- C. Participate (as a partner) in customer orientations that provide information about enlistment/membership in the CA ARNG.
- D. Provide a full time equivalent staff (40 hours per week) to assist at the Madera Comprehensive One-Stop Career Center resource room and reception area.
- E. Provide an instructor for classes on a schedule agreed upon by both partners.

**IV. RESOURCE SHARING AGREEMENT:**

A. The CA ARNG will provide the following services in consideration of office space in IV. B.

Services	No. of Hours	CA ARNG Monthly Cost
Provide Reception/Resource Room staff assistance	35-40 hours per week	\$3,600.00

B. The WIB will provide 84 square feet of office space to CA ARNG at a monthly value of \$364.07.



**V. INSURANCE** PLEASE SEE ATACHED CERTIFICATE OF INSURANCE

~~B.G.S. CA ARNG shall maintain in full force and effect at all times during the term of this Agreement:~~

~~Comprehensive/Commercial General Liability insurance, including contractual products and completed operations coverage and bodily injury and property damage liability insurance, with combined single limits of not less than One Million Dollars (\$1,000,000) naming the Madera County WIB additionally insured.~~

**VI. TERM:**

The term of the MOU/RSA will commence from the date executed by all parties and will automatically renew each year (1 July) thereafter. An updated MOU/RSA will be written to document the extended time period. The MOU/RSA will continue in effect until such time as it is revised in writing, or terminated in writing by either party at any time as required and provided for in Section VII.

**VII. NOTICE OF TERMINATION:**

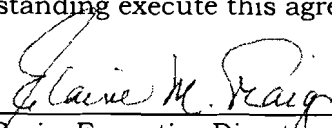
Any notice required or permitted to be given including notice of termination by either signatory party shall be deemed given upon personal delivery to the other party two (2) days after being deposited in the United States mail, postage prepaid, first class mail addressed to the other party at the following addresses or to such other address as either party may provide by written notice given in accordance herewith to:

LWIA/LWIB information ATTN: Elaine Craig 209 E. 7 <sup>th</sup> Street Madera, CA 93638	California Army National Guard ATTN: Colonel Diana Bodner 9800 Goethe Road Sacramento, CA 95826-9101
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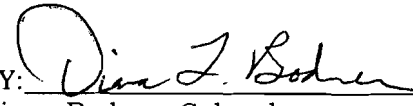
**Signatures:**

In WITNESS THEREOF, the parties to this Memorandum of Understanding execute this agreement.

Dated: September 20, 2007 2007

BY:   
Elaine Craig, Executive Director  
Madera County Workforce Investment Board  
209 E. 7<sup>th</sup> Street  
Madera, CA 93638

Dated: SEPTEMBER 20, 2007 2007

BY:   
Diana Bodner, Colonel  
California Army National Guard  
9800 Goethe Road  
Sacramento, CA 95826-9101