



Board Agenda Item 43

DATE: August 11, 2026

TO: Board of Supervisors

SUBMITTED BY: Joe Prado, Director, Department of Public Health

SUBJECT: Memorandum of Understanding with the California Department of Public Health for TRAIN Learning Network Secondary Administrative and Course Provider Access

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute a Memorandum of Understanding with the California Department of Public Health for TRAIN Learning Network Secondary Administrative and Course Provider Access, effective upon execution, and remaining in effect indefinitely unless terminated by either party, or California Department of Public Health terminates its affiliate agreement with the Public Health Foundation (\$0).

There is no Net County Cost associated with the recommended action, which will allow the County, through its Department of Public Health (Department), to receive Secondary Administrative and Course Provider Access to the TRAIN Learning Network from the California Department of Public Health (CDPH) for limited administrative functionality. This access provides the Department with the necessary tools to manage training activities, track training completion status, and generate training-related reports. This item is countywide.

ALTERNATIVE ACTION(S):

Your Board could choose not to approve the recommended action; however, doing so would prevent the Department from receiving Secondary Administrative and Course Provider Access through the TRAIN Learning Network, thereby preventing access to administrative functionality within the platform.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action.

DISCUSSION:

The TRAIN Learning Network is a learning management platform established and maintained by the Public Health Foundation (PHF) to support public health workforce development, competency-based training, and continuing education. TRAIN features a catalog of over 5,000 nationally available courses, with more than 97 percent available to learners at no cost.

The PHF partners with affiliate organizations, including the CDPH, to operate branded TRAIN web portals, such as TRAIN CDPH, for the sharing of public health training resources. Through this MOU, the CDPH will authorize the Department to obtain Secondary Administrator access to TRAIN CDPH, which provides limited administrative functionality within the platform.

This access will allow the Department to manage training activities, including enrolling and disenrolling users in required trainings and learning plans, tracking training completion status, and generating training-related reports.

Approval of the recommended action will help ensure Department staff have timely access to relevant public health training materials and allow the Department to document workforce readiness, participation in continuing education opportunities, and alignment of training activities with applicable public health competency standards.

The proposed MOU deviates from the County's standard agreement language, as CDPH requires the County to use its standard template for this program. The proposed MOU would be effective upon execution and will remain in effect indefinitely unless terminated by either party, or unless CDPH's affiliate agreement with the PHF is terminated. The MOU includes mutual indemnification provisions and does not specify insurance requirements. County Counsel and Risk Management have reviewed and approved of these deviations from the County's standard agreement language.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - MOU with CDPH

CAO ANALYST:

Ron Alexander