

CONFLICT OF INTEREST CODE
FOR
THE PENNSYLVANIA WORKFORCE INVESTMENT BOARD
AND
LOCAL WORKFORCE INVESTMENT BOARDS
AND YOUTH COUNCILS

Established by the Executive Order 2000-2, the mission of the Pennsylvania Workforce Investment Board (PA WIB) is to foster a dynamic world-class workforce in which Pennsylvania's citizens and businesses possess the knowledge and skills to succeed and excel in a highly competitive and rapidly changing world. The key responsibilities of the PA WIB include broad-based strategic planning, more efficient use of resources, improved service delivery, results-based accountability and increased employer involvement.

In order to insure that the citizens of our Commonwealth have complete confidence in those individuals appointed by the Governor to serve on the PA WIB, members appointed to serve on Local Workforce Investment Boards and Youth Councils, these individuals agree to abide by the following conflict of interest provisions as required by the Workforce Investment Act of 1998 and Pennsylvania state laws and policies:

RESTRICTED ACTIVITIES

1. No member on the PA WIB, Local Workforce Investment Board and Youth Council shall:
 - A) Cast a vote or participate in any decision-making capacity on any matter under consideration;
 - i) regarding the provision of services by such member (or by an entity that such member represents); or
 - ii) that would provide direct financial benefit to such member or the immediate family of such member.
 - B) Engage directly or indirectly in any business transactions or private arrangement for profit which accrues from or is based upon his or her official position or authority on the board.
 - C) Participate in the negotiation of or decision to award contracts or grants, the settlement of any claims or charges in any contracts or grants, the certification of any eligible providers or the establishment of any designation of local workforce investment areas or the establishment of any one stop delivery systems, with or for any entity in which he or she has a financial or personal interest.
 - D) No individual may be placed in a Workforce Investment Act employment activity if a member that person's immediate family is directly supervised by or directly supervises that individual.

2. Representation of interests

No member of any of these boards shall represent or act as an agent for any private interest, whether for compensation or not, in any transaction in which the board has a direct and substantial interest and which could be reasonably expected to result in a conflict between a private interest of the board member and his official board responsibility.

3. Misuse of board facilities and equipment.

No member of the board shall use any board equipment, supplies or properties for his or her own private gain or for other than official designated purposes.

DUTIES OF BOARD MEMBERS

It shall be the duty of all board members to:

1. Recuse themselves from their official board duties if there is a conflict of interest
2. Advise the board of any potential conflicts of interest
3. Ask the board for an opinion if they have any doubts that a specific situation involves a conflict of interest.

VIOLATIONS OF THE CONFLICT OF INTEREST CODE

1. If, after an investigation, the board believes that this code has been violated it can recommend to the Governor or the chief elected officials of the local workforce investment area that the individual who has violated the code be removed as a member of the board.
2. The Governor or the chief elected official of the local workforce investment area has the authority to remove a member of the board for a violation of this code, even if the board has not made such a recommendation.