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Action Item 3

CAREERSOURCE FLORIDA ADMINISTRATIVE POLICY LOCAL WORKFORCE DEVELOPMENT BOARD CONFLICT OF INTEREST AND CONTRACTING

Recognizing that membership of local boards comprises key providers and leaders from the business, workforce, and education communities, and other community-based organizations, WIOA allows local boards to contract with local board members and members of standing committees for the provision of WIOA-funded services as long as processes are in place that prevent or resolve a conflict of interest.

To increase transparency for board actions where a conflict of interest may exist between a local workforce development board, its board members and/or board employees, in 2010, the CareerSource Florida Board of Directors approved a Conflict – of Interest Contracting Policy to ensure local board compliance with sections 112.3143 and 445.007(11), F.S. This policy adopted procedures for approving contracts in which a conflict of interest may exist, and established criteria and procedures used to address potential conflicts of interest.

In 2017, CareerSource Florida Strategic Policy 2012.05.24.A.2 – State and Local Workforce Development Board Contracting Conflict of Interest Policy superseded Strategic Policy 2010.08.12.A.1.

The Reimagining Education and Career Help (REACH) Act was signed into law and effective July 1, 2021. The REACH Act created several strategic opportunities to enhance and expand services provided through Florida's workforce development system by promoting, encouraging and taking steps towards unification of partner programs and agency coordination. The REACH Act also strengthened oversight, accountability and transparency measures for the system. Additionally, the REACH Act contained operational and administrative requirements for related party contracts.

Effective July 1, 2021, the REACH Act superseded CareerSource Florida Strategic Policy 2012.05.24.A.2 – State and Local Workforce Development Board Contracting Conflict of Interest Policy and served as the authority for related party contract requirements. By law, the process for reviewing related party contracts was transferred from CareerSource Florida to its administrative entity, the Florida Department of Commerce (FloridaCommerce).

This policy sets forth the criteria and procedures to be used to prevent or eliminate potential conflicts of interest in compliance with Public Law 113-128, the Workforce Innovation and Opportunity Act (WIOA), and sections 112.3143 and 445.007(11), Florida Statutes.

Section 112.3143(4), Florida Statutes, provides that no appointed public officer shall participate in any matter which would inure to the officer's special private gain or loss; which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained or to the parent organization or subsidiary of a corporate principal by which he or she is retained; or which he or she knows would inure to the special private gain or loss of a relative or business associate of the public officer, without first disclosing the nature of his or her interest in the matter.

CareerSource Florida and FloridaCommerce consulted with local board staff to ensure the seamless transition of CareerSource Florida's role in this process and the development of administrative policy for Related Party Contracts submitted for approval by FloridaCommerce.

FOR CONSIDERATION

- **Sunset CareerSource Florida Strategic Policy 2012.05.24.A.2 – State and Local Workforce Development Board Contracting Conflict of Interest Policy**
- **Approve CareerSource Florida Administrative Policy – Local Workforce Development Board Conflict of Interest and Contracting Policy and delegate authority to administer all processes related to the review of related party contracts over \$10,000.00 to the Florida Department of Commerce.**