

## North Central One-Stop Operator Conflict of Interest Agreement

SkillSource Regional Workforce Board (Local Board) enters into this agreement with Opportunities Industrialization Center (OIC), and Forum of County Commissioners (CLEO), per the requirements set forth the [Workforce Innovation and Opportunity Act of 2014 \(WIOA\)](#) sec. 121(d)(4)(A) and (C) and the [Training and Guidance Letter 15-16](#), Section 11.

This agreement is for the period of November 1, 2022, through December 31, 2023 and may be renewed for an additional three years, one year at a time. During this period, OIC will employ the lead convener of the North Central Workforce Consortium, while also providing WIOA Title I-D (Sec. 167) program services. This agreement will ensure compliance with TEGL 15-16 Section 11, specifically to develop a written agreement with the Local Board, awarded One-Stop Operator fiscal agency, and the Chief Local Elected Official to clarify how the organization will carry out its responsibilities while demonstrating compliance.

### **The North Central Workforce Consortium is responsible for:**

The Consortium (comprised of OIC, Employment Security Department, SkillSource) is responsible for deliverables outlined in the WIOA One-Stop Operator contract and for working collaboratively with the Local Board and local center partners to create a harmonious and productive space where excellent customer experience is the focus and center of all activity. As the keeper of goodwill and standards, the Consortium will fulfill its role in advancing integration of service delivery within the Centers, including supporting customer referrals and customer access to assessments and services; collection and evaluation of customer feedback; operationalizing system continuous quality improvement goals and supporting system-wide communication. The Consortium will maintain oversight and provide support to ensure the two comprehensive One-Stop Centers are welcoming and fully accessible to all to job seekers, workers, and businesses.

### **The individual serving as the One-Stop Operator (Lead Convener) may not perform any of the following functions:**

- Develop, manage, or conduct the competitive procurement of service providers in which it intends to compete.
- Convene system stakeholders to assist in the development of the local plan.
- Prepare and submit local plans (as required under sec. 107 of WIOA).
- Be responsible for oversight of itself.
- Develop, manage, or participate, other than as a respondent, in the competitive selection process for One-Stop Operators.
- Select or terminate One-Stop Operators or WIOA Title I service providers.
- Perform monitoring functions of itself or any WIOA partners.
- Evaluate itself as One-Stop Operator.
- Negotiate local performance accountability measures.
- Develop and/or submit a budget for activities of SkillSource.
- Establish practices that create disincentives to providing services to individuals with barriers to employment who may require longer-term career and training services.

### **Local Board CEO agrees to:**

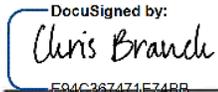
- Provide oversight of the One-Stop Operator Consortium.
- Continually review One-Stop Operator activities and interactions with existing WIOA Title I staff to assure appropriate separation of duties.
- Maintain, at all times, a current, signed Conflict of Interest Agreement from the agency serving as One-Stop Operator fiscal agent.

**OIC agrees to:**

- Ensure a supervision structure for the Lead Convener that is separate from and not influenced by staff who are directly managing WIOA Title I programs at WorkSource locations in Grant and Okanogan counties, Washington.
- Support the oversight/guidance of the Consortium by SkillSource CEO.
- Recognize and support the Consortium's role in quality oversight of the local WorkSource system.
- Ensure the individual serving as One-Stop Lead Convener is of high integrity and accountability and has been vetted and approved by SkillSource CEO.

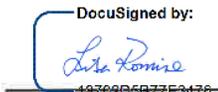
Signatures below acknowledge and confirm agreement to this document:

**Forum of County Commissioners (CLEO)**

DocuSigned by:  
  
E84C367471E74BB...  
\_\_\_\_\_  
Commissioner Chris Branch  
Chair

12/21/2022  
\_\_\_\_\_  
Date

**SkillSource Regional Workforce Board (Local Board)**

DocuSigned by:  
  
18702D66B77E8476...  
\_\_\_\_\_  
Lisa Romine  
Chief Executive Officer

12/22/2022  
\_\_\_\_\_  
Date

**Opportunities Industrialization Center (OSO fiscal agent & Lead Convener)**

  
\_\_\_\_\_  
Anthony Peterson  
Executive Director

11/21/22  
\_\_\_\_\_  
Date