

OFFICE OF JOB TRAINING PROGRAMS JEFFERSON/FRANKLIN COUNTIES, INC

CONFLICT OF INTEREST POLICY

Referencing Workforce Innovation and Opportunity Act, Section 188, Department of Labor Employment & Training Administration requires the Chief Elected Officials and the Local Workforce Development Board of Jefferson and Franklin Counties adopt a Code of Conduct. The Chief Elected Officials and the Local Workforce Development Board, in carrying out this code, has adopted the following resolution:

1. Each subrecipient shall ensure that no individual in a decisionmaking capacity including WDB members (whether compensated or not) shall engage in any activity, including participation in the selection, award, or administration of a contract supported by WIOA funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:
 - a) The individual,
 - b) Any member of the individual's immediate family,
 - c) The individual's partner, or
 - d) An organization which employs, or is about to employ, any of the above has a financial or other interest in the firm or organization selected for award.
2. The officers, employees, or agents of the agency making the award will neither solicit or accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to subagreements. States and subrecipients may set minimum rules where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value.
3. WDB conflict of interest:
 - a) A WDB member shall not cast a vote on, nor participate in, any decision-making capacity on the provision of services by such member (or any organization which that member directly represents), nor on any matter which would provide any direct financial benefit to that member.
 - b) Neither membership on the WDB nor the receipt of WIOA funds to provide training and related services shall be construed, by themselves, to violate provisions of the Act.
4. To the extent permitted by State or local law or regulation, such standards of conduct will provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the awarding agency's officers, employees, or agents, or by contractors or their agents.

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**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

CONFLICT OF INTEREST DISCLOSURE STATEMENT

This is to certify that neither I, nor a member of my immediate family, except as described below, am not now nor at any time during the past year have been:

- 1) A participant, directly or indirectly, in any arrangement, agreement, investment or other activity with any vendor, supplier, or other party doing business with Office of Job Training Programs (OJTP) which has resulted or could in a personal benefit to me.
- 2) A recipient, directly or indirectly, of any salary payments or loans or gifts or any free service or discounts or other fees from or on behalf of any person or organization engaged in any transaction with OJTP.

Any exceptions to 1 or 2 above are stated below with a full description of the transactions and of the interest, whether direct or indirect, which I have (or have had during the past year) in the persons or organizations having transactions with OJTP.

Date _____ Signature  _____
Robert W Francis (Oct 29, 2021 10:07 CDT)

Please check appropriate position:

☒ Board/Council Member
☐ Staff Member

**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

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Date 2-13-2022 Signature Steve Markham

Please check appropriate position:

☒ Board/Council Member

☐ Staff Member

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Jefferson / Franklin Counties, Inc.

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Date 10/29/21

Signature 
Scott Byrne (Oct 29, 2021 08:49 CDT)

Please check appropriate position:

Sb Board/Council Member

 Staff Member

**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

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Date 10/29/2021

Signature *Jennifer Wooldridge*
Jennifer Wooldridge (Oct 29, 2021 13:13 CDT)

Please check appropriate position:

☒ Board/Council Member

☐ Staff Member

**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

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Date 10/29/21 Signature *Joel Doepker*
Joel Doepker (Oct 29, 2021 08:13 CDT)

Please check appropriate position:

☒ Board/Council Member
☐ Staff Member

**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

CONFLICT OF INTEREST DISCLOSURE STATEMENT

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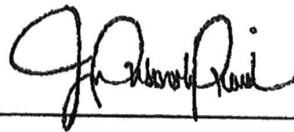
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Date

2-7-22

Signature



Please check appropriate position:

☒

Board/Council Member

☐

Staff Member

**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

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I work for East Central College as Director of Adult Education and Literacy.
Transactions may occasionally involve the college or the AEL program.

Date 10/29/21

Signature

Alice Whalen

Please check appropriate position:

☒

Board/Council Member

☐

Staff Member

**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

CONFLICT OF INTEREST DISCLOSURE STATEMENT

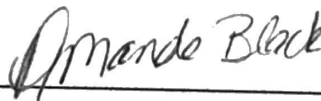
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Date 2/2/22

Signature



Please check appropriate position:

☐ Board/Council Member

☐ Staff Member

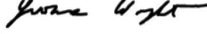
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Jefferson / Franklin Counties, Inc.**

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Date 10/29/21 Signature 
Yvonne Wright (Oct 29, 2021 08:19 CDT)

Please check appropriate position:

☒ Board/Council Member

☐ Staff Member

**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

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Date 10/29/21

Signature 
Chris DeGeare (Oct 29, 2021 09:50 CDT)

Please check appropriate position:

☒ Board/Council Member

☐ Staff Member

**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

CONFLICT OF INTEREST DISCLOSURE STATEMENT

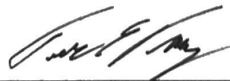
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Date 10/29/2021

Signature



Please check appropriate position:

☒

Board/Council Member

☐

Staff Member

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Jefferson / Franklin Counties, Inc.**

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Date 11/2/2021

Signature Emma-Jane E. Fox
Emma-Jane E. Fox (Nov 2, 2021 07:52 CDT)

Please check appropriate position:

☒ Board/Council Member

☐ Staff Member

**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

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None

Date 11/08/2021

Signature *Brenda Rosillo*
Brenda Rosillo (Nov 8, 2021 13:19 CST)

Please check appropriate position:

☒ Board/Council Member
☐ Staff Member

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Jefferson / Franklin Counties, Inc.**

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I am a VP for MERS Goodwill, which is a contracted provider of WIOA services for the board. I abstain from all discussions and votes regarding the contracts and funding.

Date October 29, 2021

Signature *Jeff Cartnal*
Jeff Cartnal (Oct 29, 2021 08:10 CDT)

Please check appropriate position:

☒ X Board/Council Member

 Staff Member

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Jefferson / Franklin Counties, Inc.**

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Date 11/8/2021

Signature David Crump
David Crump (Nov 8, 2021 16:45 CST)

Please check appropriate position:

☒ Board/Council Member

☐ Staff Member

Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.

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Date 11/08/2021

Signature 
Anna M. Boehm (Nov 8, 2021 14:22 CST)

Please check appropriate position:

☒ Board/Council Member

 Staff Member

**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

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Date 2/4/2022 Signature B. Scott Fager

Please check appropriate position:

☒ Board/Council Member
☐ Staff Member

Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.

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Date 10/29/2021

Signature *Andrew Held*
Andrew Held (Oct 29, 2021 10:57 CDT)

Please check appropriate position:

☒ Board/Council Member

☐ Staff Member

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Jefferson / Franklin Counties, Inc.**

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Date 10/29/21

Signature Debbie J. Durham
Debbie J. Durham (Oct 29, 2021 08:16 CDT)

Please check appropriate position:

☒ Board/Council Member

☐ Staff Member

**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

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Date 2-3-2022

Signature



Please check appropriate position:

☒ Board/Council Member

☐ Staff Member

**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

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Date 2/8/22

Signature

Janie Ray

Please check appropriate position:

X

Board/Council Member

Staff Member

**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

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Date 10/29/2021

Signature *Nicole Hillemeyer*
Nicole Hillemeyer (Oct 29, 2021 09:40 CDT)

Please check appropriate position:

☒ Board/Council Member

☐ Staff Member

**Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.**

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Date 10/29/2021

Signature *L. Russell Jansen*
L. Russell Jansen (Oct 29, 2021 08:09 CDT)

Please check appropriate position:

☒ Board/Council Member

 Staff Member

Office of Job Training Programs (OJTP)
Jefferson / Franklin Counties, Inc.

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Date 11/01/2021

Signature *Alissa Krueger*
Alissa Krueger (Nov 1, 2021 10:19 CDT)

Please check appropriate position:

X Board/Council Member

 Staff Member