

RESOLUTION NO. 02-02-03

of the

ST. LAWRENCE COUNTY WORKFORCE INVESTMENT BOARD

ESTABLISHING A CONFLICT OF INTEREST / NEPOTISM POLICY

As presented by the WIB Services Committee

February 27, 2002

WHEREAS, the St. Lawrence County Workforce Investment Board wishes to ensure that no conflict of interest, real or apparent, occurs, and

WHEREAS, nepotism may be constructed as a conflict of interest, and

WHEREAS, nepotism is defined as “patronage bestowed in consideration of family memberships,” and

WHEREAS, it is the intent of the St. Lawrence County Workforce Investment Board that no activity takes place in WIA programs that would give the appearance of favoritism for family members,

NOW, THEREFORE, BE IT RESOLVED that the St. Lawrence County Workforce Investment Board does hereby approve the attached policy, and

BE IT FURTHER RESOLVED that this policy will take affect immediately for any covered person who is not currently enrolled in a program.

MOVED: Ms. Caswell

SECOND: Mr. St. Thomas

AYE: 12

NAY: 0

ABSTAIN: 0

**CONFLICT OF INTEREST
NEPOTISM POLICY**

No person shall be allowed to participate in WIA-funded programs if their involvement would give the appearance of a conflict of interest.

If immediate family of a current staff member applies for services offered under the Workforce Investment Act, it is the responsibility of the staff person to provide their supervisor written notification of their relationship with the person requesting services.

The supervisor will then determine if a conflict of interest exists. If the supervisor determines that the appearance of a conflict of interest does, in fact, exist, the supervisor will assign the responsibility for the delivery of services to a staff position adequate to ensure no appearance of a conflict. For example, a Counselor's family member requesting services would be assigned to a Supervisor (Senior Coordinator).

For purposes of this determination, "immediate family" means:

1. wife, husband, son, son-in-law, daughter, daughter-in-law, mother, mother-in-law, father, father-in-law, step parent, step child,
2. the following relatives if they reside in the same household as a staff member: brother, brother-in-law, sister, sister-in-law, aunt, uncle, niece, nephew,
3. any person claimed as a dependent for income tax purposes.

Any relative(s) listed above that is allowed to participate may not be served in any way by the member of the staff who is related.