



Oklahoma Office of Workforce Development
900 N. Portland Ave.
Oklahoma City, OK 73107

TECHNICAL ASSISTANCE - #TA-04-2017

DATE: August 17, 2017

RE: One-Stop Operator Procurement Process

Please consider the following information as technical assistance for ensuring written standards to demonstrate the process for identifying/determining conflict of interest in the One-Stop Operator Procurement Process. As we know these Workforce Innovation and Opportunity Act (WIOA) requirements are new, we hope this will assist in ensuring full compliance with the statutes outlined in the WIOA and the Code of Federal Regulations for the One-Stop Operator to demonstrate internal controls and prevent conflict of interest.

The One-Stop Operator is required to “disclose any potential conflicts of interest arising from the relationships of the operators with particular service providers or other service providers.” This requirement can be found in the WIOA sec. 121 (d)(4)(A).

Also, the Code of Federal Regulations (CFR) in 20 CFR 678.600 states:

(e) The State and Local WDBs must ensure that, in carrying out the WIOA programs and activities, one-stop operators:

(1) Disclose any potential conflicts of interest arising from the relationships of the operators with particular training service providers or other service providers (further discussed in 20 CFR 679.430).

The Oklahoma Office of Workforce Development (OOWD) issued the Oklahoma Workforce Development Issuance (OWDI) 03-2017 to communicate Oklahoma’s guidance for the procurement and selection of the local Oklahoma Works One-Stop Operator under the WIOA. The OWDI provides guidance to the local workforce boards to ensure each local area appropriately procures and selects its Oklahoma Works One-Stop Operator(s) with the appropriate firewalls in place.

Please work with your operator to ensure federal compliance, and feel free to provide a contract for our review prior to signatures. We are happy to help to ensure the entire state satisfies the requirements of the WIOA.

