



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: January 7, 2014

Subject: Authorize the Employment and Human Services Department to Receive State and Federal Level Summary Criminal History Information for Employment Candidat

RECOMMENDATION(S):

ADOPT Resolution No. 2014/11 authorizing Contra Costa County Employment and Human Services Department to receive state summary criminal history information and federal level criminal history information.

FISCAL IMPACT:

None

BACKGROUND:

The Employment and Human Services Department sends applicants and new employees for state level Department of Justice background checks. When these background checks are completed the results are sent to the Human Resources Department. This resolution will allow the Employment & Human Services Department to receive state and federal level summary criminal history information directly from the State Department of Justice and the Federal Bureau of Investigation. This change will make the recruitment process more efficient. These background checks will only be obtained under the appropriate circumstances for applicants and new employees.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/07/2014** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Mary N. Piepho, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 7, 2014

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Kelli Zenn,
925-313-1526

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The Employment and Human Services Department will not be able to receive summary criminal history information for employment candidates or new employees.

CHILDREN'S IMPACT STATEMENT:

N/A

ATTACHMENTS

Resolution No. 2014/11