



**Contra  
Costa  
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: June 16, 2015

Subject: Access to State Summary Criminal History Information

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**RECOMMENDATION(S):**

ADOPT Resolution No. 2015/200 delegating to the Contra Costa County Employment and Human Services Department the probation officer's right to the California Law Enforcement Telecommunications Systems (CLETS) to obtain state summary criminal history information for the purposes specified in Welfare and Institutions Code section 16504.5, and DIRECT the department to develop internal protocols specifying parameters for use, as recommended by the Employment and Human Services Director.

**FISCAL IMPACT:**

Not applicable.

**BACKGROUND:**

The Contra Costa County Employment and Human Services Department is the county child welfare agency responsible for the safety and well-being of children determined to be at risk of abuse and/or neglect. Pursuant to Welfare and Institutions Code section 272, the Board of Supervisors has authority to delegate the probation officer's right of access to state summary criminal history information to county child welfare agency personnel for the purposes of caring for children at-risk of abuse and/or neglect. Once this authority had been delegated,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **06/16/2015** ☒ 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

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: June 16, 2015

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

ABSENT: Federal D. Glover, District V  
Supervisor

By: June McHuen, Deputy

Contact: Elaine Burres, 313-1717

cc:

county child welfare

BACKGROUND: (CONT'D)

agency personnel may access state summary criminal history information through the California Law Enforcement Telecommunications Systems (CLETS) for the purposes specified in Welfare and Institutions Code section 16504.5.

The Department will develop internal protocols that specify the parameters for use of this delegation by staff.

CONSEQUENCE OF NEGATIVE ACTION:

Without access, the Employment and Human Services Department cannot directly access CLETS and will not be able to review state summary criminal history information for the purposes discussed above.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

Resolution No. 2015/200