



Legislation Details (With Text)

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Type: Agenda Item **Status:** Approved

File created: 4/15/2024 **In control:** Board of Supervisors

On agenda: 4/30/2024 **Final action:** 4/30/2024

Title: Human Resources Department recommending the Board:
 1) Approve and adopt revisions to Board of Supervisors Policy E-4: Pre-Employment Background Check; and
 2) Grant the Director of Human Resources the authority to make changes to the Policy that are either non-substantive or necessary to accord with changes to relevant statutes or regulations.

FUNDING: N/A

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - E-4 Pre-employment background check CURRENT.pdf, 2. B - E-4 Pre-Employment Background Check REDLINE.pdf, 3. C - E-4 Pre-Employment Background Check CLEAN.pdf

Date	Ver.	Action By	Action	Result
4/30/2024	1	Board of Supervisors	Approved	Pass

Human Resources Department recommending the Board:
 1) Approve and adopt revisions to Board of Supervisors Policy E-4: Pre-Employment Background Check; and
 2) Grant the Director of Human Resources the authority to make changes to the Policy that are either non-substantive or necessary to accord with changes to relevant statutes or regulations.

FUNDING: N/A

DISCUSSION / BACKGROUND

On April 24, 2018, the Board adopted policy E-4, Pre-Employment Background Check. The Human Resources Department is recommending a minor modification to the Procedure portion of the policy, and an extension of the sunset date.

ALTERNATIVES

The Board may choose not to approve the recommended changes, direct staff to make additional modifications, or take no action.

PRIOR BOARD ACTION

- 09/20/2022 Legistar item 22-1669 - The Board of Supervisors approved revisions to Policy E-4 - Pre Employment Background Check
- 05/10/2022 Legistar item 22-0722 - The Board of Supervisors approved revisions to Policy E-4 - Pre Employment Background Check
- 04/24/2018 Legistar item 18-0570 - The Board of Supervisors adopted policy E-4 Pre-Employment Background Check

OTHER DEPARTMENT / AGENCY INVOLVEMENT

All Departments

CAO RECOMMENDATION

Approve as recommended.

FINANCIAL IMPACT

There is no financial impact associated with this item.

CLERK OF THE BOARD FOLLOW UP ACTIONS

The Clerk of the Board will update the online Board Policy Manual with the approved changes and notify all department heads.

STRATEGIC PLAN COMPONENT

Workforce Excellence

Priority: Perform Data Collection & Reporting

Action Item: Initiate a review of all Human Resources policies and procedures

CONTACT

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