



Legislation Text

File #: 18-0032, **Version:** 1

Child Support Services recommending the Board adopt and authorize the Chair to sign Resolution **010-2018**, thereby approving the Department's request to receive Criminal Offender Record Information from the California Department of Justice.

FUNDING: N/A

DEPARTMENT RECOMMENDATION

Child Support Services recommending the Board adopt and authorize the Chair to sign the attached Resolution, thereby approving the Department's application to receive Criminal Offender Record Information (CORI) pursuant to California Penal Code §11105.

DISCUSSION / BACKGROUND

In accordance with Internal Revenue Service (IRS) Publication 1075, Tax Information Security Guidelines, the Department of Child Support Services requires that individuals having direct access to Federal Tax Information (FTI) are subject to a background investigation prior to access to FTI data and periodically thereafter. The required background investigation includes a review of Federal Bureau of Investigation (FBI) fingerprint results that include criminal history in all 50 states. In California those fingerprint results are processed through the California Department of Justice (DOJ). The purpose of this criminal record review is to identify suitability for employment.

Historically, for the criminal record review portion of the background check on potential employees, the Department has involved both the Sheriff's Office for the Live Scan process and the District Attorney's (DA) Office for receiving the results from DOJ. New federal requirements, added to IRS Publication 1075, now require agencies with access to FTI to reinvestigate each individual employee every ten (10) years. This new requirement will significantly increase the number of Live Scan processes Child Support Investigators will be required to do.

To eliminate the additional workload for the DA's staff and to expedite the background process, Child Support Services desires to obtain their own CORI number. With this CORI number, the Department would then be able to receive Live Scan results directly from DOJ and not have the delay of involving another agency, such as the DA's office. The attached Resolution is a required component of the DOJ application for obtaining a CORI number.

A similar Resolution for the Health and Human Services Agency was adopted by the Board on January 10, 2006. (Resolution 001-2006 attached as reference)

ALTERNATIVES

The current business process would continue. Potential employees, as well as existing staff, would be required to go to the Sheriff's Office for the Live Scan process. DOJ results of the criminal record review would then be sent to the DA's Office. Child Support Investigators would need to continue to contact the DA's Office to obtain the required test results.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Human Resources, DA's Office

CAO RECOMMENDATION / COMMENTS

CAO recommends approval of the Department's recommendation.

FINANCIAL IMPACT

There is no financial impact, no fee associated with the DOJ application, and increased operational efficiencies are expected to occur. The Department will continue to pay the same amount for all DOJ fingerprinting requests, but will be invoiced directly from DOJ as opposed to receiving a journal from the DA's office.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Clerk of the Board to obtain signature of Chair on the attached Resolution and provide one copy to Human Resources, and one to Child Support Services.

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

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