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Requested By: YUMA CO BOARD OF SUPERVISORS
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to the **Yuma County Board of Supervisors Office**,
ATTENTION: Anna Rojas 373-1133
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TYPE OF DOCUMENT:

ORDINANCE NO. 2018-01

Adoption of an ordinance for criminal history background checks.

DOCUMENT APPROVAL:

Approved by Yuma County Board of Supervisors:
November 5, 2018, Discussion Item No. 5



YUMA COUNTY BOARD OF SUPERVISORS
ORDINANCE NO. 2018-01

AN ORDINANCE BY THE BOARD OF
SUPERVISORS OF YUMA COUNTY
RELATING TO CRIMINAL HISTORY
RECORD INFORMATION OF PROSPECTIVE
AND CURRENT EMPLOYEES
OF YUMA COUNTY

WHEREAS: There are specific employment positions within Yuma County that require a background check for criminal history; and,

WHEREAS: The Arizona Department of Public Safety (DPS) maintains a Central State Repository pursuant to A.R.S. section 41-1750 for the purpose of procuring and maintaining criminal history records.

NOW, THEREFORE, THE YUMA COUNTY BOARD OF SUPERVISORS HEREBY ORDAINS THAT:

1. The Yuma County Human Resources Department (Human Resources) is hereby authorized to receive criminal history record information for the purpose of evaluating the fitness of prospective and current employees and volunteers on the submission of their fingerprints and the prescribed fee in specified County positions.

2. Current and prospective employees and volunteers of Yuma County of specific positions of employment and volunteer positions are required to submit fingerprints to Human Resources for the purpose of obtaining a state and national criminal history record within the departments of Administration, ITS, Human Resources, Financial Services, Public Works, and the positions of Custodian in Facilities Management; the position of Finance Manager in Housing; the positions of supervisor, manager, and officer in Animal Control, and all county department head positions.

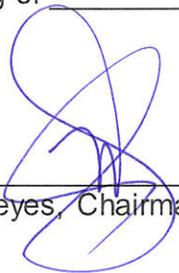
3. Current and prospective employees and volunteers shall submit a full set of fingerprints to the Human Resources Director. Human Resources shall submit the fingerprints to DPS to obtain a state and federal criminal records check pursuant to A.R.S. section 41-1750 and Public Law (PL) 92-544. DPS may exchange this fingerprint data with the Federal Bureau of Investigations.

4. Such fingerprints shall be submitted to DPS pursuant to A.R.S. section 41-1750 and Public Law (PL) 92-544. DPS is authorized to exchange this fingerprint information with the Federal Bureau of Investigations.

5. The completed fingerprint card shall be returned to the Human Resources Director or designee.

6. All inquiries of criminal history records information be in accordance with the Yuma County Personnel Rules, A.R.S. section 41-1750 and related rules and regulations set forth by DPS.

This Ordinance was introduced at the meeting of November 5, 2018 and adopted this 5th day of November, 2018.



Marco A. Reyes, Chairman of the Board

ATTEST:



Susan Thorpe
Clerk of the Board

Approved as to Form:



Jon Smith
County Attorney

