

CLARK COUNTY STAFF REPORT

DEPARTMENT: Public Works / Parks Division

DATE: April 11, 2017

REQUESTED ACTION: Approve resolution authorizing the Washington State Patrol and the Federal Bureau of Investigation to conduct background checks for all employees, volunteers and independent contractors who work in Greater Clark Parks District parks.

Consent Hearing County Manager

PUBLIC WORKS GOALS:

- Provide safe and efficient transportation systems in Clark County
- Create and maintain a vibrant system of parks, trails and green spaces
- Continue responsible stewardship of public funds
- Promote family-wage job creation and economic development to support a thriving community
- Maintain a healthy, desirable quality of life
- Increase partnerships and foster an engaged, informed community
- Cultivate a nimble, responsive work force
- Make Public Works a great place to work

BACKGROUND

RCW 35.61.130 requires metropolitan parks districts to conduct records checks, including a fingerprinting check, for all employees, volunteers and independent contractors who have unsupervised access to vulnerable populations or are responsible for collecting or disbursing cash or processing credit/debit card transactions. Until 2017, the Greater Clark Parks District used the Clark County Sheriff's Office for fingerprint checks. The Sheriff's Office is no longer able to provide this service. Fingerprint checks will now be run through the Washington State Patrol criminal identification system and the Federal Bureau of Investigation. The Washington State Patrol requires a resolution to perform this service for Clark County.

COUNCIL POLICY IMPLICATIONS

No.

ADMINISTRATIVE POLICY IMPLICATIONS

No.

COMMUNITY OUTREACH

None.

BUDGET IMPLICATIONS

None. Already in existing budget.

YES	NO	
X		Action falls within existing budget capacity.
	X	Action falls within existing budget capacity but requires a change of purpose within existing appropriation

*mjg
OK*

PW17-041

	X	Additional budget capacity is necessary and will be requested at the next supplemental. If YES, please complete the budget impact statement. If YES, this action will be referred to the county council with a recommendation from the county manager.
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BUDGET DETAILS

Local Fund Dollar Amount	N/A
Grant Fund Dollar Amount	N/A
Account	GCPD
Company Name	WSP & FBI

DISTRIBUTION:

Board staff will post all staff reports to The Grid. <http://www.clark.wa.gov/thegrid/>


 Bill Bjerke
 Parks Manager


 Heath H. Henderson, PE
 Public Works Director/County Engineer


 APPROVED:
 CLARK COUNTY, WASHINGTON
 BOARD OF COUNTY COUNCILORS

DATE: April 11, 2017
 SR# 077-17



APPROVED: _____
 Mark McCauley, County Manager

DATE: _____

GREATER CLARK PARKS DISTRICT
RESOLUTION NO. 2017-04-04

**BACKGROUND
CHECKS**

WHEREAS, RCW 35.61.130 requires that the District establish by resolution a requirement for a record check through the Washington state patrol criminal identification system under RCW 43.43.830 through 43.43.834, 10.97.030, and 10.97.050 and through the federal bureau of investigation, including a fingerprint check using a complete Washington state criminal identification fingerprint card for all employees, volunteers, or independent contractors, who may, in the course of their work or volunteer activity with the District, have unsupervised access to children or vulnerable adults, or be responsible for collecting or disbursing cash or processing credit/debit card transactions.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the BOARD OF COUNTY COUNCILORS of the GREATER CLARK PARKS DISTRICT hereby establish the following policy requiring background checks in compliance with RCW 35.61.130 for all employees, volunteers, or independent contractors, who may, in the course of their work or volunteer activity with the District, have unsupervised access to children or vulnerable adults, or be responsible for collecting or disbursing cash or processing credit/debit card transactions,

1. When necessary, as determined by the District, prospective employees, volunteers, or independent contractors may be employed on a conditional basis pending completion of the investigation.
2. If the prospective employee, volunteer, or independent contractor has had a record check within the previous twelve months, the District may waive the requirement upon receiving a copy of the record.
3. The District may in its discretion require that the prospective employee, volunteer, or independent contractor pay the costs associated with the record check.
4. The District shall provide a copy of the record report to the employee, volunteer, or independent contractor.

Adopted by the BOARD OF COUNTY COUNCILORS of the GREATER CLARK PARKS DISTRICT on this 11th day of April, 2017, the following Councilors being present and voting:

ATTEST:

BOARD OF COUNTY COUNCIL
FOR CLARK COUNTY, WASHINGTON

Rebecca J. Hester
Clerk to the Board

Marc Boldt
Marc Boldt, Chair

APPROVED AS TO FORM ONLY:
ANTHONY F. GOLICK
Clark County Prosecuting Attorney

Amanda Migchelbrink
Amanda Migchelbrink
Deputy Prosecuting Attorney

Jeanne E. Stewart, Councilor

Julie Olson, Councilor

John Blom, Councilor

Eileen Quiring, Councilor

