



WEST BASIN MUNICIPAL WATER DISTRICT
17140 S. Avalon Blvd., Suite 210
Carson, CA 90746

AGENDA NO. 16

DECEMBER 1, 2008 – Administration
Little (Chair), Dear
DECEMBER 22, 2008 – Board Meeting
Prepared by: Arlene Berman
Submitted by: Arlene Berman
Approved by: Rich Nagel

ACTION CALENDAR

AUTHORIZATION TO RECEIVE CRIMINAL HISTORY INFORMATION

SUMMARY:

Penal Code section 11105(b)(11) authorizes special districts to conduct background checks on employees and receive state and federal criminal history information. West Basin is not currently authorized by the California Department of Justice to receive such criminal history information.

To become authorized, the Board must enact a resolution resolving that West Basin is authorized to access state and federal criminal history information for employment purposes. Attached is the Resolution authorizing West Basin to access summary criminal history information for employment (including volunteers and contract employees) purposes.

STRATEGIC BUSINESS PLAN IMPLEMENTATION:

Goal 2, Workforce – Develop and maintain a highly qualified, motivated and productive workforce to accomplish West Basin's goals.

COMMITMENT STATEMENT:

Sound Financial and Resource Management – West Basin is committed to efficient business operations, financial planning and asset management.

FISCAL IMPACTS:

The cost is approximately \$80 per candidate. Background processing costs are included in the Fiscal Year 2008-09 Finance and Support Services Budget.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

This item was reviewed by the Administration Committee on December 1, 2008 and was recommended for approval at the December 22, 2008 Board meeting.

RECOMMENDED MOTION:

That the Board approves, adopts, and authorizes the President to sign Resolution No. 12-08-881 "A RESOLUTION OF THE BOARD OF DIRECTORS OF WEST BASIN MUNICIPAL WATER DISTRICT AUTHORIZING THE DISTRICT TO ACCESS CRIMINAL HISTORY INFORMATION FOR EMPLOYMENT PURPOSES."

LIST OF EXHIBITS:

Exhibit "A" – Resolution No. 12-08-881

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