

Resolution

FBI National and State of Vermont Fingerprint Supported Criminal Conviction Record Checks and Vermont Criminal Conviction Record Checks Policy

WHEREAS, The Town of Milton Selectboard adopted a Policy to Obtain Criminal Background and Reference Checks on November 5, 2007; and,

WHEREAS, Sanford I. Miller – Milton Town Manager has reviewed said Policy and recommends the amendment of said Policy which is attached hereto; and,

WHEREAS, hereafter, the Town Manager is authorized to make minor amendments to this Policy as he/she deems necessary in order to conform to best practices and/or Vermont State Statues.

NOW THEREFORE BE IT RESOLVED, the Selectboard hereby rescinds the Policy to Obtain Criminal Background and Reference Checks dated November 5, 2007 and adopts FBI National and State of Vermont Fingerprint Supported Criminal Conviction Record Checks and Vermont Criminal Conviction Record Checks Policy dated October 5, 2009.

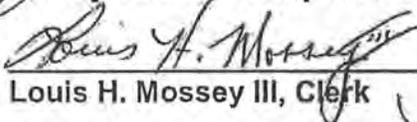
Dated at Milton, Vermont this 5th day of October 2009.

Milton Selectboard

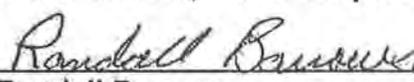


Jeffrey Turner, Chairperson

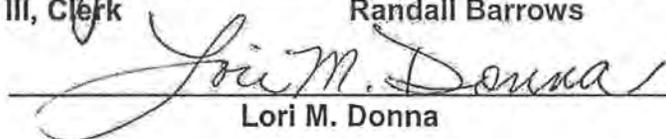
Diana L. Palm, Vice Chairperson



Louis H. Mossey III, Clerk



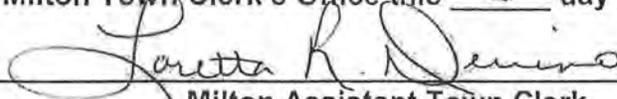
Randall Barrows



Lori M. Donna

Filed with the Milton Town Clerk's Office this 6th day of October 2009.

ATTEST:



Loretta R. Demino
Milton Assistant Town Clerk

Town of Milton, Vermont

FBI National and State of Vermont Fingerprint Supported Criminal Conviction Record Checks and Vermont Criminal Conviction Record Checks Policy

The purpose of this Policy is to provide guidance to Staff with regard to conducting FBI National and State of Vermont Fingerprint Supported Criminal Conviction Record Checks and Vermont Criminal Conviction Record Checks.

Any individual who applies to the Selectboard for an appointment to a Town board, commission or committee, or has been given a letter of hire from the Town Manager and will be in regular contact with Vulnerable or At-Risk Populations (such as children, the elderly or disabled), as defined by Vermont State Statute, will be required to submit to a FBI National and State of Vermont Fingerprint Supported Criminal Conviction Record Checks.

Under certain circumstances if a prospective employee is currently employed and working with Vulnerable or At-Risk Populations, i.e. a School District, Municipality, etc., verification will be made to verify a Fingerprint Support Criminal Conviction Record has been conducted and they will be allowed to work with Vulnerable or At-Risk Populations until record checks are received.

For other prospective employees at the Town Manager's discretion he/she may obtain a Vermont Criminal Conviction Record Check while waiting for the FBI National and State of Vermont Fingerprint Supported Criminal Conviction Record Check results and they will be allowed to work with Vulnerable or At-Risk Populations until record checks are received.

Any individual who applies to the Selectboard for an appointment to a Town board, commission or committee or has been given a letter of hire from the Town Manager will be required to submit to a ***Vermont Criminal Conviction Record Check***.

The FBI National and State of Vermont Fingerprint Supported Criminal Conviction Record Checks and Vermont Criminal Conviction Record Check will be obtained by the Town of Milton's Duly Authorized Agent from the Vermont Criminal Information Center as permitted by Federal and State Law.

Hereafter, the Town Manager is authorized by the Selectboard to make minor amendments to this Policy in order to conform to best practices and Vermont State Statues.