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TO: North Ogden City Mayor and City Council

FROM: Jonathan Call, City Attorney

DATE: May 16, 2013

RE: Background Checks

Due to some recent modifications to the Utah Public Safety Code the City needs to pass an ordinance which allows for the human resources department to be able to use criminal history information in performing background checks for employees and volunteers. Our staff participated in a webinar about criminal background checks and the individual conduction the webinar indicated that the state would start auditing local ordinances to see if they were in compliance with the state code. This ordinance will make it clear that the City's human resource department is authorized to obtain criminal histories and arrest records for the purposes of performing background checks.