

Personnel Committee

January 9, 2017

Attending: Zale Chadwick (chair), Melissa Parsons, John Shuck, Bill Michtom, Ani Haines (notes)

Minutes of December 2016 are approved

We continue the discussion of community safety, background checks, and checking against the Sex Offender Registry (SOR).

Discussion revolved around the reasons for full background checks for volunteers vs checking all volunteers against the SOR.

Zale drafted a policy for background checks for staff. It was modified during the meeting to read:

“KBOO performs full background checks, including checks to the national sex offenders registry, on all employees. Full background checks will also be made on personnel already employed by KBOO at the passage of this policy.

KBOO also checks all volunteers against the national sex offenders registry, and performs full background checks on volunteers in certain positions, including financial, driving, and youth-supervisory positions.

KBOO assesses backgrounds on a case-by- case basis. In determining whether the offense may result in denial or discontinuation of employment status, KBOO considers the nature and gravity of the offense, the lapse of time since the conviction or listing on the registry, and the nature of the job in question as it relates to the nature of the offense committed.”

Committee passes the policy by consensus, and John will take it to the January board meeting.

The committee will change its meeting date in February due to the membership drive schedule on our regular meeting date. We will meet the 1st Monday in February-- Monday, February 6th, at 6 pm.

Meeting adjourned at 7:15 pm.

