

Personnel
7-15-19

19-0696

RESOLUTION

REVISED BACKGROUND CHECK POLICY

WHEREAS, the City of Manitowoc believes that hiring the most qualified individuals to fill positions contributes to the overall success of the City; and

WHEREAS, it is in the City's best interest that all internal and external offers of employment be contingent upon clear results of thorough reference and background checks, to serve as an important part of the selection process as a means of promoting a safer and more productive work environment for current and future City employees; and

WHEREAS, the current Background Check Policy has been in place since January 2016 and there are areas of the policy that the HR Director has recommended be clarified to protect the City and meet our legal obligations under federal and state law; and

WHEREAS, the Personnel Committee recommended approval of the attached revised Background Check Policy at a meeting held on Monday, July 1, 2019, to be separate from the existing Employee Policy Manual.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Common Council of the City of Manitowoc to approve the attached revised Background Check Policy, to be separate from the existing Employee Policy Manual, effective upon its passage.

JUL 15 2019

INTRODUCED _____ ADOPTED _____

Justin M. Nickels, Mayor

APPROVED _____

Justin M. Nickels, Mayor

This resolution was drafted by Kathleen M. McDaniel, City Attorney

Fiscal Impact: Neutral
Funding Source: N/A
Finance Director Approval: /SC
Approved as to form: /KM