



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

**File #:** A 22-108, **Version:** 1

Approve and authorize the Director of the Department of Social Services to sign an application for continued access to the Department of Justice Live Scan fingerprinting system to meet state requirements for fingerprinting of Family and Children’s Services customers.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Approve and authorize the Director of the Department of Social Services to sign an application for continued access to the Department of Justice Live Scan fingerprinting system to meet state requirements for fingerprinting of Family and Children’s Services customers.

SUMMARY/DISCUSSION:

The Department of Social Services Family and Children’s Services (FCS) uses the Live Scan Service in order to complete required background checks for prospective foster and adoption parents and kinship caregivers and the Department’s Human Resources also utilizes the machine to do background checks on new employees. The Live Scan system is a digital fingerprinting process that replaces traditional ink fingerprinting. The fingerprints are securely transmitted to the Department of Justice and a criminal history background check is performed. The Department of Justice sends the report back to the agency.

The Department of Justice (DOJ) is requesting that we renew our application and terms for services for the LiveScan machine that has been in our offices since 2006. Because this application has terms and conditions, the Department is bringing this to the Board for approval. With approval, the service will continue without interruption and the DOJ will continue to bill their services monthly.

OTHER AGENCY INVOLVEMENT:

County Counsel has approved the agreement as to form.

FINANCING:

The DOJ does have fees and will bill Monterey County Department of Social Services monthly based upon the fingerprint usage and type of report requested. Annual costs have been approximately \$22,000 per year. Sufficient appropriations and estimated revenues for SOC005 are included in the FY 2021-22 Adopted Budget. Future year costs will be incorporated into the corresponding budget process.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This amendment correlates to the Administration Strategic Initiative adopted by the Board of Supervisors by ensuring the Department meets state requirements for fingerprinting of FCS customers

Mark a check to the related Board of Supervisors Strategic Initiatives

- Economic Development
- Administration
- Health & Human Services

Infrastructure  
 Public Safety

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Approved by: Lori A. Medina, Director, x4430

Attachments: Application Packet

The proposed agreement is on file with Clerk of the Board as an attachment to this Board Report.