



MASON COUNTY FIRE DISTRICT #4

TITLE: BACKGROUND INVESTIGATIONS

CHAPTER: 2000 NUMBER: 2020 APPROVED: 10-07-2008

APPROVED: Signature on file Bob Burbridge, Chief

The purpose of this policy is to ensure the health, safety, and welfare of the public while conducting business on behalf of the Fire District. The Washington State Legislature finds that businesses or organizations providing services to children, developmentally disabled persons, and vulnerable adults need adequate information to determine which employees or licensees to hire or engage. All personnel of the Fire District who may have unsupervised access to children under sixteen years of age, developmentally disabled persons, or vulnerable adults will have background checks processed prior to starting work or volunteer service.

A major component of our selection process includes a background investigation of all prospective new hire or volunteer service applicants. Prior to processing a background check, a signed release will be obtained from each applicant.

The background investigation includes checking the driving and criminal history of potential members of our District, specifically checking criminal records for convictions of crimes against children or other persons, crimes related to drugs, crimes relating to financial exploitation of a vulnerable adult, and certain civil adjudications. This is to ensure that our public servants meet the standards required to perform without damaging public trust. Approximately one third (1/3) of current members of the fire district shall also be rechecked for criminal and driving history.

Criminal background checks pursuant to the Child and Adult Abuse Information Act will be requested for *initial* determination of employment or services engagements, or for special programs requiring this verification. The appropriate chief in compliance with the Criminal Records Privacy Act, RCW 10.97, will review background checks on existing employees, volunteers, chaplains, or other Fire District personnel.



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Applicants will be required to disclose in writing any convictions (or findings) for the following specified offenses:

- Crimes relating to financial exploitation if the victim was a vulnerable adult.
- Crimes related to drugs as defined in RCW 43.43.830.
- Found in any dependency action under RCW 13.34.040 to have sexually assaulted or exploited any minor, or to have physically abused any minor.
- Found by a court in a domestic relations proceeding under Title 26 RCW to have sexually abused or exploited any minor, or to have physically abused any minor.
- Found in any disciplinary board final decision to have sexually or physically abused or exploited any minor or developmentally disabled person, or to have abused or financially exploited any vulnerable adult.
- Found by a court in a protection proceeding under Chapter 74.34 RCW to have abused or financially exploited a vulnerable adult.