



# OFM BACKGROUND CHECK INTERAGENCY WORKGROUP

WORK GROUP MEETING 2 | WEDNESDAY, OCTOBER 5, 2022 | 2:00 - 2:55 PM

# MEETING OVERVIEW

## Objectives:

- Discuss the project problem statement and objectives
- Set expectations for Work Group member participation
- Introduce partner and stakeholder engagement components

Time	Item	Presenter
2:00 - 2:05	Welcome	Robyn Williams, OFM Ross Hunter, DCYF
2:05 - 2:15	Group introductions	All
2:15 - 2:35	<b>Project overview</b> <ul style="list-style-type: none"><li>■ Roles and expectations</li></ul>	Allegra Calder, BERK
2:35 - 2:50	<b>Partner and Stakeholder engagement</b>	Brian Murphy, BERK
2:50 - 2:55	Next Steps	Sabrina Santos, BERK

# INTRODUCTIONS

## About BERK and our team:

- 34 years of helping communities and organizations create their best futures
- Based in Seattle
- Dozens of policy studies for Washington state agencies



**Allegra Calder**  
Project Manager



**Brian Murphy**  
Strategic Advisor



**Sabrina Santos**  
Project Coordinator



**Julia Tesch**  
Analyst



**Oliver Hirn**  
Analyst

**Please share your name and title.**



# PROJECT OVERVIEW



# STUDY OBJECTIVE AND DELIVERABLES

**Objective:** Provide a feasibility study and implementation plan for establishing a State office to centrally manage criminal background check processes for impacted individuals.

**Key deliverables to the Legislature include:**

- Progress report (due December 1, 2022)
- Final report (due June 1, 2023)

## Impacted Individuals Defined

- Applicants for State employment
- Current State employees
- Individuals for whom an applicant background check is required as a condition of employment or to provide state services
  - Including but not limited to individuals subject to the requirements of RCW 26.44.240, 28A.400.303, 43.43.830 through 43.43.845, 43.101.095, 43.216.270, 74.15.030, and 74.39A.056.

# WORK PLAN

## **Phase 1 (by Dec 1, 2022):** Landscape Analysis

- Initial conversations with all agencies
- Develop partner and stakeholder engagement plan
- Landscape analysis, including current agency practices and centralization models in Washington and elsewhere
- Workgroup meetings
- Dec 1: progress report

## **Phase 2 (beginning early 2023):** In-depth engagement and options exploration

- Partner and stakeholder engagement
- Options exploration and analysis
- Workgroup meetings
- June 1: final report

## **Study Principles**

- Employ a racial equity & social justice lens
- Center the end user experience
- Consider implications of current system and proposed changes
- Identify actionable items for the 2023 session

## ROLE OF THIS WORKGROUP

- Facilitate access to agency contacts
- Identify stakeholders, make intros in some cases
- Refine evaluation criteria
  - Equity and social justice
  - Customer experience
  - Agency objectives (what information is needed and for what purpose)
  - Public safety (what are the risks, if any)
  - Unintended consequences or benefits to other policy objectives.
- Discuss findings, recommendations, and policy implications



Meetings every 6 – 8 weeks



1 designated lead per agency



# COMMUNICATIONS AND PARTNER AND STAKEHOLDER ENGAGEMENT



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# COMMUNICATIONS

## **Goal: coordinated communications and a transparent process**

To be developed:

- **Talking points and background collateral** describing project scope (as well as what will not be addressed), process and deliverables, and opportunities for stakeholder input
- **A project website or other means** of providing ongoing updates to interested and affected parties

# PARTNER AND STAKEHOLDER ENGAGEMENT

**Stakeholder input will inform the recommendations to be developed by the project Workgroup. Engagement Objectives are to consider**

1. Implications of the current system
2. Potential changes from the perspective of end users and affected agencies

## 2 partner groups

### Tribes

- Approach to be developed in coordination with Governor's Office of Indian Affairs
- **Timeline:** Planning in 2022, and consultation in 2023

### FBI

- Interviews
- **Timeline:** Early 2023

## 3 stakeholder groups

### End users

- Includes people who apply for positions requiring background checks
- Engagement strategy to be developed - may include engagement with intermediaries of end users
- **Timeline:** Planning in 2022, with early 2023 engagement

### State agencies

- Agency representative to participate in Workgroup
- Additional engagement via interviews and participation in topic-specific technical work groups
- **Timeline:** Beginning in Q4 2022

### Other gov'ts

- Local governments and agencies that engage with the background check system
- Interviews
- **Timeline:** Planning in 2022, with early 2023 engagement



# NEXT STEPS



## NEXT STEPS

- Email coming to set up agency interviews regarding current process and engagement
- Upcoming meetings
  - Every six to eight weeks
  - Look out for a meeting invitation - next meeting mid to late November
- Email [allegra@berkconsulting.com](mailto:allegra@berkconsulting.com) and [Max.Brown@ofm.wa.gov](mailto:Max.Brown@ofm.wa.gov) with input or questions