



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 10/28/2025

To: Board of Supervisors

Department or Agency Name(s): Human Resources Department

Staff Name and Phone Number: Janell Crane, 707-565-2885

Vote Requirement: Majority

Supervisory District(s): Countywide

Title:

Resolution Authorizing the Human Resources Department Access to State and Federal Criminal History Information

Recommended Action:

Adopt a resolution allowing the Human Resources Department access to State and Federal criminal history information, to be accessed specifically for individuals working with youth as required by AB 506.

Executive Summary:

On January 1, 2022, California Assembly Bill 506 (AB 506) went into effect. This law set new requirements for youth service organizations to develop and implement child abuse prevention policies, including requirements for mandated reporting training for direct supervisors, administrators, employees, and full-time volunteers. AB 506 also requires organizations to run a fingerprint-based criminal history search in the State of California as well as a federal criminal history check through California's Department of Justice, which will work with the FBI to process federal level checks.

County departments who regularly interact with youth already have authorization to conduct these types of background checks. However, Human Resources, who has not typically worked with youth, does not. The Department of Justice requires a board resolution authorizing Human Resources to access state and federal level summary criminal history of employment with the Human Resources Department (including volunteers and contract employees). In order to achieve compliance with AB506 related to work associated with the

Commission on Human Rights and the Commission on the Status of Women, as well to aid further development of the County's internship program, which may include employment of high school students under the age of 18, the County of Sonoma Human Resources Department is seeking Board of Supervisor authorization to receive State and Federal criminal history information for individuals working with the youth as required by AB 506.

Discussion:

California's Assembly Bill 506, which went into effect January 1, 2022, requires youth service organizations to develop and implement child abuse prevention policies, including requirements for mandated reporting training for direct supervisors, administrators, employees, and full-time volunteers. This includes conducting a fingerprint-based check of Federal Bureau of Investigation (FBI) summary criminal histories for employees who work with youth.

The County of Sonoma Human Resources Department (HR) oversees the Commission on Human Rights and the Commission on the Status of Women. These two commissions have educational programs that engage high school youth ages 14 to 18 in education and activism around human rights and women issues within Sonoma County, as well as provide an opportunity to foster leadership skills by educating their peers, develop a voice for advocacy, and bring awareness to human rights and women issues affecting members of our community. Concurrently, the Human Resources Department continues development of the County's internship program, which can include opportunities for high school students under 18 years of age.

To ensure these programs comply with the requirements of AB506, adult participants of these programs must undergo fingerprint-based FBI checks. At this time, the Human Resources Department does not have the authority necessary to run this level of background check. Therefore, the Human Resources Department is seeking the Board of Supervisors adopt a resolution authorizing the department to access to receive State and Federal criminal history information for individuals working with the youth, as required by AB 506.

Strategic Plan:

N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

None

FISCAL SUMMARY

N/A

Narrative Explanation of Fiscal Impacts:

Costs associated with the Department of Justice background checks will be absorbed through the Commissions existing budget.

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Resolution

Related Items “On File” with the Clerk of the Board:

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