

Outline for IERTF Final Report

- I. Executive Summary** – Brief Description of legislative charge and listing of task force recommendations.
- II. Introduction** – Purpose of the task force/ legislative language; summarize offender reentry challenges associated with employment and the role of criminal background checks; the need to promote public safety by balancing need to increase employment opportunities for ex-offenders with the employer liability concerns; the role of the EEOC guidelines for consideration of criminal history records in hiring; specific issues for screening and hiring state job applicants, licensing occupations, and contracting for services.
- III. IERTF Methodology and Scope of Work** – Process of compiling restrictions documentations from state agency reports, American Bar Association, and Legislative Research Unit; description of presentations and materials presented at task force meetings.
- IV. Current process** – The role of criminal history background checks in the state hiring, licensing, and contracting processes. General restrictions that apply to multiple agencies (e.g., sections of the personnel code and the procurement code) will be included and explained.
- V. Summary of Employment Restrictions** – culled from state agency factsheets, summarized separately for state agency hiring, licensing and certification, and state contracting.
- VI. IERTF Recommendations** – All task force policy and procedure recommendations, including identification of existing employment restrictions that are not reasonably related to public safety, as well as additional policy and procedure recommendations with accompanying rationale/justification.
- VII. Appendices:**
 - **List of Task Force members and designees**
 - **IERTF legislation**
 - **Individual State Agency Factsheets**
 - **Meeting minutes, presentations and other materials**
 - **Descriptions of work groups**
 - **Glossary of terms**