

ILLINOIS STATE BOARD OF INVESTMENT

Economic Development and Infrastructure/Executive Agency

FY14 Headcount: 10

<http://www2.illinois.gov/isbi/Pages/default.aspx>

Summary of Agency Operations:

The Illinois State Board of Investment manages the assets of the General Assembly Retirement System, Judges' Retirement System, State Employees' Retirement System.

Internal Hiring:

Agency positions subject to restrictions based on criminal history

All ISBI employees are subject to a criminal records-based restriction.

This agency is subject to personnel or non-personnel code.

Personnel code agency

Statutory Restrictions Applicable to Internal Hiring:

N/A

Year restriction was adopted

N/A

Background Check Procedures:

(1) Self-disclosure on application

Yes

(2) Background check review procedure

IL Department of Central Management Services (DCMS) Personnel Transactions Manual is utilized for job titles under DCMS. ISBI's practice for all job titles is to request the Illinois State Police (ISP) to perform background investigations. Hiring decisions are based on the result reported by ISP and the nature of the position being filled. Job offers are occasionally extended pending the result of ISP's background investigation report.

ISP provides a letter of background investigation result of applicants to ISBI. ISBI makes a determination, based on the information furnished by ISP and nature of the vacant position, whether the criminal history disqualifies the applicant.

Exemption, waiver, or review mechanisms

None.

Total number of people who underwent a background check

The following are the required information that reflects the past two years, February 1, 2010 to January 31, 2012:

11 people are currently employed in the occupation whose employment or licensure required criminal history disclosure, background checks, or restrictions.

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Three newly hired employees (100% of the newly hired employees) underwent a criminal history background check.

AGENCY occupational licensing restrictions based on criminal history:

N/A

Employment Contracting

Contracting restrictions based on criminal history:

N/A

Summary of Employment Restrictions from Agency Report:

See attached document referencing CMS personnel code.

All ISBI employees are subject to a criminal records-based restriction. Criminal history is obtained through self-disclosure on applications and through a background check review procedure. There are no exemptions, waivers, or review mechanisms. From 2/1/2010 through 1/31/2012, 11 people were employed in the occupation whose employment or licensure required criminal history disclosure, background checks, or restrictions. Three newly hired employees (100% of the newly hired employees) underwent a criminal history background check.