



BOARD OF COUNTY COMMISSIONERS

## **POLICY**

Number: BCC#  
Cancels:  
Approved:  
Originator: Human Resources  
Review:

### **TITLE:**

#### **I. Objective**

To establish a policy on background checks for potential advisory board members.

#### **II. Definitions and References**

Article VI, Division 4, Sections 2-211 – 2-219, Brevard County Code of Ordinances.

#### **III. Directives**

Prior to formal appointment to a County advisory board as defined by Section 2-212 of the Brevard County Code of Ordinances, the County Manager, or designee, shall perform a background investigation of the appointee and report any findings to the appointing District Office.

The background investigation should include, but is not limited to performing a search of publicly available court records for Brevard County, and/or any other Florida county.

The background investigation shall not require fingerprinting for criminal history record checks.

#### **IV. Reservation of Authority**

The authority to issue and/or revise this policy is reserved to the Board of County Commissioners.

---

Jason Steele, Chair  
Board of County Commissioners  
As approved by the Board on (Date)