

# Multiple Agency Fiscal Note Summary

<b>Bill Number:</b> 5774 E S SB AMH KAGI H3373.2	<b>Title:</b> Background checks
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## Estimated Cash Receipts

Agency Name	2007-09		2009-11		2011-13	
	GF- State	Total	GF- State	Total	GF- State	Total
Washington State Patrol	0	1,226,940	0	1,264,440	0	1,264,440
Department of Social and Health Services	0	801,000	0	724,000	0	724,000
<b>Total \$</b>	0	2,027,940	0	1,988,440	0	1,988,440

Local Gov. Courts *						
Local Gov. Other **						
Local Gov. Total						

## Estimated Expenditures

Agency Name	2007-09			2009-11			2011-13		
	FTEs	GF-State	Total	FTEs	GF-State	Total	FTEs	GF-State	Total
Administrative Office of the Courts	Non-zero but indeterminate cost and/or savings. Please see discussion.								
Department of Information Services	.0	0	0	.0	0	0	.0	0	0
Washington State Patrol	4.0	0	0	4.0	0	0	4.0	0	0
Department of Licensing	.0	0	0	.0	0	0	.0	0	0
Department of Social and Health Services	10.8	1,837,000	2,638,000	10.0	1,688,000	2,412,000	10.0	1,688,000	2,412,000
Department of Health	.0	0	0	.0	0	0	.0	0	0
Superintendent of Public Instruction	.0	0	0	.0	0	0	.0	0	0
Department of Early Learning	.0	0	0	.0	0	0	.0	0	0
<b>Total</b>	14.8	\$1,837,000	\$2,638,000	14.0	\$1,688,000	\$2,412,000	14.0	\$1,688,000	\$2,412,000

Local Gov. Courts *	Non-zero but indeterminate cost. Please see discussion.								
Local Gov. Other **									
Local Gov. Total									

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<b>Prepared by:</b> Tammy Hay, OFM	<b>Phone:</b> 360-902-0553	<b>Date Published:</b> Final 4/20/2007
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\* See Office of the Administrator for the Courts judicial fiscal note

\*\* See local government fiscal note

FNPID: 18068

# Judicial Impact Fiscal Note

<b>Bill Number:</b> 5774 E S SB AMH KAGI H3373.2	<b>Title:</b> Background checks	<b>Agency:</b> 055-Admin Office of the Courts
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## Part I: Estimates

☐ No Fiscal Impact

### Estimated Cash Receipts to:

FUND	FY 2008	FY 2009	2007-09	2009-11	2011-13
Counties					
Cities					
<b>Total \$</b>					

### Estimated Expenditures from:

**Non-zero but indeterminate cost. Please see discussion.**

*The revenue and expenditure estimates on this page represent the most likely fiscal impact. Responsibility for expenditures may be subject to the provisions of RCW 43.135.060.*

Check applicable boxes and follow corresponding instructions:

- ☐ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☒ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.

Legislative Contact:	Phone:	Date: 04/12/2007
Agency Preparation: Julia Appel	Phone: (360) 705-5229	Date: 04/13/2007
Agency Approval: Jeff Hall	Phone: 360-357-2131	Date: 04/13/2007
OFM Review: Garry Austin	Phone: 360-902-0564	Date: 04/13/2007

Request #

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**Part II: Narrative Explanation**

**II. A - Brief Description Of What The Measure Does That Has Fiscal Impact on the Courts**

Section 7 requires that the department of social and health services (DSHS) shall convene a work group to review the current federal and state laws and administrative rules and practices with respect to sharing confidential information; analyze how state agencies use background check information to make employment decisions; and examine the need for verifying citizenship or immigration status of persons for whom background checks are required. The work group is to include a representative from the administrative office of the courts (AOC).

**II. B - Cash Receipts Impact**

**II. C - Expenditures**

The expansion of the work group's responsibilities under section 7 of this amendment may require a larger time commitment from the AOC representative as additional subcommittee work could be required. If the time commitment increases to 15 meetings during the life of the work group, the expenditure to the state is still expected to be minimal.

Original Analysis:

The work group is to convene 30 days after the effective date of the section. A final report is due to the legislature and the governor by July 1, 2008. For the purposes of this estimate, it is assumed that there will be one meeting each month starting in September and ending in June for a total of ten meetings. This is the equivalent of 0.03 FTE. Therefore, the expenditure to the state will be minimal.

**Part III: Expenditure Detail**

**Part IV: Capital Budget Impact**

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 5774 E S SB AMH KAGI H3373.2	<b>Title:</b> Background checks	<b>Agency:</b> 155-Department of Information Services
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## Part I: Estimates

☒ **No Fiscal Impact**

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

- ☐ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 04/12/2007
Agency Preparation: Chuck Smith	Phone: 360-902-3521	Date: 04/12/2007
Agency Approval: Gary Robinson	Phone: 360-902-3500	Date: 04/13/2007
OFM Review: Rochelle Klopfenstein	Phone: 360-902-9820	Date: 04/13/2007

## Part II: Narrative Explanation

### II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

*Briefly describe, by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.*

Section 1 adds a new section to RCW 43.43 that specifies when the Secretary of the Department of Social and Health Services (DSHS) may and must require fingerprint-based background checks through the Washington State Patrol and Federal Bureau of Investigation, the types of applicants and service providers who may and must be checked, the fees that may be charged for the background check, and when provisional periods are allowed.

Section 2 amends 26.33.190 and 191 c 136 s 3 by requiring that preplacement reports include a fingerprint-based background check and a review of any child abuse or neglect history in all states.

Section 3 amends RCW 26.44.030 and 2005 c 417 s 1 to allow the Department of Social and Health Services to conduct background checks when investigating and responding to allegations of child abuse and neglect. Employees of the Department of Early Learning are added to the parties required to report child abuse or neglect.

Section 4 amends RCW 43.43.842 and 1998 c 10 s 4 by requiring the respective secretaries of DSHS and the Department of Health to adopt rules requiring that any person associated with a licensed agency or facility having unsupervised access to a vulnerable adult shall not be the respondent in an active protective order under RCW 74.34.130.

Section 5 reenacts and amends 74.15.030 and 2006 c 265 s 402 and 2006 c 54 s 8 by defining minimum requirements for licensing of facilities. These requirements include fingerprint-based background checks.

Section 6 creates a work group to research current laws regarding background checks for prospective employees that work with vulnerable adults or children.

Section 7 requires DSHS to convene a work group to review state and federal laws with respect to sharing confidential information. The work group will include a representative from the Department of Information Services (DIS).

Section 8 amends RCW 41.06.475 and 2002 c 354 s 222 to substitute the Department of Early Learning for the Department of Social and Health Services and includes background investigation requirements.

Section 9 amends RCW 43.43.830 and 2005 c 421 s 1 to modify the definition of business or organization, civil adjudication proceeding, and agency to make them applicable for purposes of the Department of Early Learning.

Section 10 amends RCW 43.43.832 and 2006 c 263 s 826 to add roles and responsibilities for the Department of Early Learning.

Section 11 provides that sections 6 and 7 are null and void if funding is not provided by June 30, 2007.

### II. B - Cash receipts Impact

*Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.*

## **II. C - Expenditures**

*Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.*

There is no fiscal impact. DIS participation in the workgroup established in Section 7 will come from existing resources.

## **Part III: Expenditure Detail**

## **Part IV: Capital Budget Impact**

## **Part V: New Rule Making Required**

*Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.*

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 5774 E S SB AMH KAGI H3373.2	<b>Title:</b> Background checks	<b>Agency:</b> 225-Washington State Patrol
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## Part I: Estimates

☐ No Fiscal Impact

### Estimated Cash Receipts to:

FUND	FY 2008	FY 2009	2007-09	2009-11	2011-13
Fingerprint Identification Account-State 225-1	594,720	632,220	1,226,940	1,264,440	1,264,440
<b>Total \$</b>	594,720	632,220	1,226,940	1,264,440	1,264,440

### Estimated Expenditures from:

	FY 2008	FY 2009	2007-09	2009-11	2011-13
FTE Staff Years	4.0	4.0	4.0	4.0	4.0
<b>Fund</b>					
<b>Total \$</b>					

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

- ☒ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 04/12/2007
Agency Preparation: Mary Thygesen	Phone: (360) 753-0755	Date: 04/13/2007
Agency Approval: Bob Maki	Phone: (360) 753-0588	Date: 04/17/2007
OFM Review: Garry Austin	Phone: 360-902-0564	Date: 04/17/2007

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe, by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

Currently the Washington State Patrol provides fingerprint background checks for several state agencies for use in their hiring process.

Engrossed Substitute Senate Bill 5774 as amended provides for the Department of Social and Health Services (DSHS) and the Department of Early Learning (DEL) to require applicants and service providers regulated by these departments to obtain a fingerprint background check as part of the hiring process. ESSB 5774 also provides additional definitions for the terms used throughout the proposal.

New Section 6 establishes a work group to research the current laws regarding background checks for prospective employees of public and private entities which work with vulnerable adults or children. Section 7 instructs the Department of Social and Health Services to convene the work group and states that the Washington State Patrol will provide a representative.

If specific funding for Section 6 and 7 of this act is not provided by June 30, 2007, those sections are null and void.

If passed we assume this bill will take effect July 1, 2007.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

The Department of Social and Health Services (DSHS) estimates that if this legislation is passed the additional number of fingerprint based background checks requested will be 29,700 per year.

This proposal will generate a total of \$1,603,800 (22,275 x \$54) per year. Of the State Patrol's portion, \$296,280 will be recorded as object S recovery from the DSHS to offset expenditures for four FTEs during the first year, and the balance of \$594,720 will be recorded as revenue received from applicants, and the remaining \$712,800 (29,700 x \$24) will be passed on to the FBI for the national fingerprint background check. In the second and subsequent years the amount of \$258,780 will be recorded as object S recovery from the DSHS to offset expenditures for four FTEs, and the balance of \$632,220 will be recorded as revenue received from applicants. The amount of \$712,800 will again be passed on to the FBI for the national fingerprint background check.

These fees do not include the actual costs of fingerprinting applicants which typically range from \$10 to \$25 depending on where the fingerprints are taken.

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

Using the WSP Criminal Records Division model to calculate workload increases, the additional 29,700 fingerprint based background checks associated with implementing this proposal will require an additional 4 FTEs: two Fingerprint Technician 2s, range 42; one Fiscal Technician 2, range 32; and one Information Technology Systems Specialist 4, range 58. The expenditure costs include salaries, benefits and associated goods and services for these FTEs.

Participation in the work group will be absorbed within current resources.

We assume that the receipts collected from the Department of Social and Health Services will offset the costs for the



FTEs. Additional receipts will be deposited as revenue into the Fingerprint Identification Account.

## Part III: Expenditure Detail

### III. A - Expenditures by Object Or Purpose

	FY 2008	FY 2009	2007-09	2009-11	2011-13
FTE Staff Years	4.0	4.0	4.0	4.0	4.0
A-Salaries and Wages	171,600	171,600	343,200	343,200	343,200
B-Employee Benefits	59,680	59,680	119,360	119,360	119,360
C-Personal Service Contracts					
E-Goods and Services	20,200	20,200	40,400	40,400	40,400
G-Travel	4,800	4,800	9,600	9,600	9,600
J-Capital Outlays	40,000	2,500	42,500	5,000	5,000
M-Inter Agency/Fund Transfers					
N-Grants, Benefits & Client Services					
P-Debt Service					
S-Interagency Reimbursements	(296,280)	(258,780)	(555,060)	(517,560)	(517,560)
T-Intra-Agency Reimbursements					
<b>Total:</b>	\$0	\$0	\$0	\$0	\$0

### III. B - Detail: *List FTEs by classification and corresponding annual compensation. Totals need to agree with total FTEs in Part I and Part IIIA*

Job Classification	Salary	FY 2008	FY 2009	2007-09	2009-11	2011-13
Fingerprint Technician 2	40,452	2.0	2.0	2.0	2.0	2.0
Fiscal Technician 2	31,788	1.0	1.0	1.0	1.0	1.0
Information Technology Systems Specialist 4	60,036	1.0	1.0	1.0	1.0	1.0
<b>Total FTE's</b>		4.0	4.0	4.0	4.0	4.0

### III. C - Expenditures By Program (optional)

Program	FY 2008	FY 2009	2007-09	2009-11	2011-13
Investigative Services Bureau (020)	256,280	256,280	512,560	512,560	512,560
Technical Support Bureau (030)	40,000	2,500	42,500	5,000	5,000
<b>Total \$</b>	296,280	258,780	555,060	517,560	517,560

## Part IV: Capital Budget Impact

No impact.

## Part V: New Rule Making Required

*Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.*

No new rules will be required upon passage of this legislation.

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 5774 E S SB AMH KAGI H3373.2	<b>Title:</b> Background checks	<b>Agency:</b> 240-Department of Licensing
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## Part I: Estimates

☒ **No Fiscal Impact**

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

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- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 04/12/2007
Agency Preparation: Jill Rider	Phone: (360) 664-1454	Date: 04/12/2007
Agency Approval: Sam Knutson	Phone: 360-902-3644	Date: 04/16/2007
OFM Review: Garry Austin	Phone: 360-902-0564	Date: 04/16/2007

## Part II: Narrative Explanation

### II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

*Briefly describe, by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.*

This bill revises background check requirements for the Department of Social and Health Services (DSHS) and the Department of Early Learning. Section 7 requires the Department of Licensing (DOL) to serve in a work group convened by DSHS to review the current federal and state laws and administrative rules and practices with respect to sharing confidential information. An interim report is to be provided by December 1, 2007, with recommendations from this work group due to the Legislature and the Governor by July 1, 2008. Section 7 expires November 30, 2008.

### II. B - Cash receipts Impact

*Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.*

### II. C - Expenditures

*Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.*

## Part III: Expenditure Detail

## Part IV: Capital Budget Impact

## Part V: New Rule Making Required

*Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.*

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 5774 E S SB AMH KAGI H3373.2	<b>Title:</b> Background checks	<b>Agency:</b> 300-Dept of Social and Health Services
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## Part I: Estimates

☐ No Fiscal Impact

### Estimated Cash Receipts to:

FUND	FY 2008	FY 2009	2007-09	2009-11	2011-13
General Fund-Federal 001-2	439,000	362,000	801,000	724,000	724,000
<b>Total \$</b>	439,000	362,000	801,000	724,000	724,000

### Estimated Expenditures from:

	FY 2008	FY 2009	2007-09	2009-11	2011-13
FTE Staff Years	11.5	10.0	10.8	10.0	10.0
<b>Fund</b>					
General Fund-State 001-1	993,000	844,000	1,837,000	1,688,000	1,688,000
General Fund-Federal 001-2	439,000	362,000	801,000	724,000	724,000
<b>Total \$</b>	1,432,000	1,206,000	2,638,000	2,412,000	2,412,000

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

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- ☐ Capital budget impact, complete Part IV.
- ☒ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 04/12/2007
Agency Preparation: James H. Kettel	Phone: 360 902-8067	Date: 04/20/2007
Agency Approval: Roger Wilson	Phone: (360) 902-8196	Date: 04/20/2007
OFM Review: Tammy Hay	Phone: 360-902-0553	Date: 04/20/2007

## Part II: Narrative Explanation

### II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

*Briefly describe, by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.*

This bill revises background check requirements.

Section 1, (2) states that a fingerprint-based background check is required when the Department of Social and Health Services (DSHS) seeks to approve an applicant or service provider for a foster or adoptive placement of children in accordance with federal and state law.

Section 1, (5), (g) states DSHS shall pay the fingerprint check fees charged by Washington State Patrol (WSP) and the Federal Bureau of Investigation (FBI) for foster care applicants.

Section 2, (3) states that the fingerprint-based background check of the child abuse and neglect history shall include a review of the child abuse and neglect registries of all states in which the prospective adoptive parents or any other adult living in the home have lived during the five years preceding the date of the preplacement report.

Section 3, (12) states that in investigating and responding to allegations of child abuse and neglect, DSHS may conduct background checks as authorized by state and federal law.

Section 6 creates a workgroup to research the current laws regarding background checks for prospective employees of public and private entities which work with vulnerable adults or children.

Section 7, (1) states DSHS will convene a workgroup.

Section 7, (2) identifies the workgroup members.

Section 7, (5) states members will be reimbursed for travel.

Section 7, (6) states the workgroup chair will be the secretary of DSHS or designee.

Section 7, (7) states DSHS shall provide staff support to the workgroup.

Section 7, (8), (a) states an interim report will be provided to the legislature and the governor by December 1, 2007.

Section 7, (8), (b) states recommendations will be provided to the legislature and the governor by July 1, 2008.

Section 7, (9) states this section expires November 8, 2008.

Section 11 states that if specific funding for sections 6 and 7 aren't provided by June 30, 2007 the sections will be null and void.

This bill is assumed effective July 1, 2007.

### II. B - Cash receipts Impact

*Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.*

Federal dollars are assumed to be Title IV-E Foster Care and Title XIX.

## II. C - Expenditures

*Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.*

Section 1, (2) states that a fingerprint-based background check is required when DSHS seeks to approve an applicant or service provider for a foster or adoptive placement of children in accordance with federal and state law.

To calculate this impact it is assumed that those currently only required to complete a name and date of birth background check will now need a fingerprint-based check.

Section 1, (5), (g) states DSHS shall pay the fingerprint check fees charged by WSP and the FBI for foster care applicants.

Children's Administration (CA) will need funding to pay the fingerprint fee for foster care applicants. It is estimated that out of the 29,700 count in Fiscal Year (FY) 2007 CA will have to pay an estimated 9,786 checks, at a cost of \$54, which equates to a fiscal impact of \$528,444 per FY. We are assuming this impact in FY08 and each FY thereafter.

Due to the increase in fingerprint background checks processed estimated at 29,700 each FY, there is also workload impact to the Background Check Central Unit (BCCU) within the Administrative and Supporting Services program. Impact is estimated at 10.0 FTEs per FY at a cost of \$748,478 in FY08 and \$678,478 in FY09 and each FY thereafter. The 10.0 FTEs will be within Administrative & Supporting Services, BCCU (program 110).

While the legislation does not require more expeditious processing and placement of children, the federal requirements may require this. There may be a need for portable biometric fingerprint devices in the field to allow CA staff to capture fingerprints and transmit them via WSP to the FBI instead of, as is current practice, awaiting clients to get their fingerprints taken and submit the necessary paperwork to CA staff. We are unable to estimate these costs until rules are promulgated by the federal government that would drive the customization requirements and subsequent costs.

Section 2, (3) states that the fingerprint-based background check of the child abuse and neglect history shall include a review of the child abuse and neglect registries of all states in which the prospective adoptive parents or any other adult living in the home have lived during the five years preceding the date of the preplacement report.

We do not know at this time what amount of coordination this will entail. As states across the country implement this provision, the fiscal impact to CA will become clearer.

Section 3, (12) states that in investigating and responding to allegations of child abuse and neglect, DSHS may conduct background checks as authorized by state and federal law.

We assume CA will have to coordinate with other states. Estimated impact is unknown at this time as this will be a new endeavor for the states involved.

Section 7, (1) states DSHS will convene a workgroup.

Section 7, (2) identifies the workgroup members.

Section 7, (5) states members will be reimbursed for travel.

Assuming bi-weekly meetings (except in December) in Olympia, we estimate the cost of travel reimbursement at \$35,860 in FY2008. This funding will be in Administrative and Supporting Services (program 110).

Section 7, (6) states the workgroup chair will be the secretary of DSHS or designee.

Section 7, (7) states DSHS shall provide staff support to the workgroup.

Section 7, (8), (a) states an interim report will be provided to the legislature and the governor by December 1, 2007.

Section 7, (8), (b) states recommendations will be provided to the legislature and the governor by July 1, 2008.

DSHS will need 1.0 FTE (Program Manager) and 0.5 FTE (Administrative Secretary) to fulfill our requirements in this bill. We will need to schedule, facilitate, and direct workgroup meetings and locations. We will also oversee research activities and development of final recommendations, and provide administrative support to the workgroup. We estimate the cost at \$118,856 in FY2008 for the 1.5 FTEs. We assume costs are only in FY2008 and that the FTEs will not be needed in FY09 or thereafter. This funding and the 1.5 FTEs will be in Administrative and Supporting Services (program 110).

See attachment '5774 ESSB AMH KAGI H3373.2 Attachment 1.xls'.

Costs are rounded in the expenditure and cash receipt tabs.

## Part III: Expenditure Detail

### III. A - Expenditures by Object Or Purpose

	FY 2008	FY 2009	2007-09	2009-11	2011-13
FTE Staff Years	11.5	10.0	10.8	10.0	10.0
A-Salaries and Wages	429,000	344,000	773,000	688,000	688,000
B-Employee Benefits	156,000	132,000	288,000	264,000	264,000
C-Personal Service Contracts					
E-Goods and Services	714,000	703,000	1,417,000	1,406,000	1,406,000
G-Travel	37,000	1,000	38,000	2,000	2,000
J-Capital Outlays	85,000	16,000	101,000	32,000	32,000
M-Inter Agency/Fund Transfers					
N-Grants, Benefits & Client Services					
P-Debt Service					
S-Interagency Reimbursements					
T-Intra-Agency Reimbursements					
9-TZ	11,000	10,000	21,000	20,000	20,000
<b>Total:</b>	<b>\$1,432,000</b>	<b>\$1,206,000</b>	<b>\$2,638,000</b>	<b>\$2,412,000</b>	<b>\$2,412,000</b>

### III. B - Detail: *List FTEs by classification and corresponding annual compensation. Totals need to agree with total FTEs in Part I and Part IIIA*

Job Classification	Salary	FY 2008	FY 2009	2007-09	2009-11	2011-13
Customer Service Specialist 2	35,000	4.5	4.5	4.5	4.5	4.5
Customer Service Specialist 3	39,000	1.5	1.5	1.5	1.5	1.5
Customer Service Specialist 4	43,000	1.5	1.5	1.5	1.5	1.5
Office Assistant 2	28,000	2.5	2.5	2.5	2.5	2.5
Program Manager WMS2	66,000	1.0		0.5		
Secretary Administrative	39,000	0.5		0.3		
<b>Total FTE's</b>		<b>11.5</b>	<b>10.0</b>	<b>10.8</b>	<b>10.0</b>	<b>10.0</b>

### III. C - Expenditures By Program (optional)

Program	FY 2008	FY 2009	2007-09	2009-11	2011-13
Children's Administration (010)	1,277,000	1,206,000	2,483,000	2,412,000	2,412,000
Administrative & Supporting Services (110)	155,000		155,000		
<b>Total \$</b>	<b>1,432,000</b>	<b>1,206,000</b>	<b>2,638,000</b>	<b>2,412,000</b>	<b>2,412,000</b>

## Part IV: Capital Budget Impact

None

## Part V: New Rule Making Required

*Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.*

Section 1 through section 4 will require revision of current WAC 388- 06 - Background Checks - DEPARTMENT OF SOCIAL AND HEALTH SERVICES.

Existing rules relating to fingerprint-based background checks will be revised to reflect the federal Adam Walsh Act of 2006;



Background Check Legislation

<table><tr><th>Program</th></tr><tr><td>010</td></tr><tr><td>110</td></tr><tr><td>150</td></tr></table>	Program	010	110	150	<table><tr><th colspan="3">FY08</th></tr><tr><th>State</th><th>Other</th><th>Total</th></tr><tr><td>858,200</td><td>367,800</td><td>1,226,000</td></tr><tr><td>0</td><td>0</td><td>0</td></tr><tr><td>0</td><td>0</td><td>0</td></tr></table>			FY08			State	Other	Total	858,200	367,800	1,226,000	0	0	0	0	0	0	<table><tr><th colspan="3">FY09</th></tr><tr><th>State</th><th>Other</th><th>Total</th></tr><tr><td>809,200</td><td>346,800</td><td>1,156,000</td></tr><tr><td>0</td><td>0</td><td>0</td></tr><tr><td>0</td><td>0</td><td></td></tr></table>			FY09			State	Other	Total	809,200	346,800	1,156,000	0	0	0	0	0		<table><tr><th colspan="3">FY10</th></tr><tr><th>State</th><th>Other</th><th>Total</th></tr><tr><td>809,200</td><td>346,800</td><td>1,156,000</td></tr><tr><td>0</td><td>0</td><td>0</td></tr><tr><td>0</td><td>0</td><td></td></tr></table>			FY10			State	Other	Total	809,200	346,800	1,156,000	0	0	0	0	0	
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Splits are the same as the splits used in the 2007-09 Budget Step for Background Check Legislation.

## Background Check Legislation

Object	Fiscal Years					
	FY08	FY09	FY10	FY11	FY12	FY13
A	344,436	344,436	344,436	344,436	344,436	344,436
B	132,288	132,288	132,288	132,288	132,288	132,288
E	656,814	652,446	652,446	652,446	652,446	652,446
G	900	900	900	900	900	900
J	82,034	16,402	16,402	16,402	16,402	16,402
TE	0	0	0	0	0	0
T	9,528	9,528	9,528	9,528	9,528	9,528

<b>TOTAL:</b>	1,226,000	1,156,000	1,156,000	1,156,000	1,156,000	1,156,000
	2,382,000		2,312,000		2,312,000	

Object T includes TE for BCCU chargeback and TZ for ISSD chargeback.

## Background Check Legislation

### Children's Administration - New Need for Fingerprint Checks

Cost Per Check: \$54.00

Program	FY08	FY09	FY10	FY11	FY12	FY13
010	477,522	477,522	477,522	477,522	477,522	477,522

Need is based on a need to pay for hardship background checks (number \* cost (\$54)).  
Paid through chargeback object 'T' to 110. 110 pays WSP through SO ER.

#### New Fingerprint-based Checks Needed by FY

Need is based off historical numbers of Name & DOB checks that would now be fingerprint checks.

Fiscal Year	Number of Checks	Incremental Change
FY2004	19,245	
FY2005	25,526	24.61%
FY2006	25,163	-1.44%
FY2007	25,666	<i>estimate</i>
FY2008	29,700	<i>estimate</i>
FY2009	29,700	<i>estimate</i>
FY2010	29,700	<i>estimate</i>
FY2011	29,700	<i>estimate</i>
FY2012	29,700	<i>estimate</i>
FY2013	29,700	<i>estimate</i>

Number of Checks that Are Assumed to Create Foster Care Hardship	Number of Checks that Are Not Creating Hardship but only \$3.19
--	---

8,843	0
8,843	0
8,843	0
8,843	0
8,843	0
8,843	0

Section 1, (2) states that the Secretary shall require a fingerprint-based background check through WSP and CHS and the FBI when the department seeks to approve the applicant or service provider for a foster or adoptive placement of children.

## Background Check Legislation

### 110 Payment to WSP

OBJECTS:	FY08	FY09	FY10	FY11	FY12	FY13	
A							
B							
ER	477,522	477,522	477,522	477,522	477,522	477,522	
J							
G							
N							
TZ							
T	(477,522)	(477,522)	(477,522)	(477,522)	(477,522)	(477,522)	110
Total:	477,522	477,522	477,522	477,522	477,522	477,522	CA

## Background Check Legislation

### Background Checks

	FY08	FY09	FY10	FY11	FY12	FY13
5, (2) CA Adam Walsh	29,700	29,700	29,700	29,700	29,700	29,700

### **BCCU Workload Assumptions:**

1.0 FTE can process an average of 6,000 fingerprint checks/year.

1.0 FTE can process an average of 60,000 name & date of birth checks/year.

BCCU will need 10 FTEs due to Section 1, (2)

## Background Check Legislation

### 110 / BCCU

Position Title: Multiple, see below

Fiscal Year	FY08	FY09	FY10	FY11	FY12	FY13
FTE	10.0	10.0	10.0	10.0	10.0	10.0

#### OBJECTS:

A	344,436	344,436	344,436	344,436	344,436	344,436
B	132,288	132,288	132,288	132,288	132,288	132,288
E	179,292	174,924	174,924	174,924	174,924	174,924
J	82,034	16,402	16,402	16,402	16,402	16,402
G	900	900	900	900	900	900
TZ	9,528	9,528	9,528	9,528	9,528	9,528
T	(748,478)	(678,478)	(678,478)	(678,478)	(678,478)	(678,478)
<b>Total:</b>	<b>748,478</b>	<b>678,478</b>	<b>678,478</b>	<b>678,478</b>	<b>678,478</b>	<b>678,478</b>

	Range	FTE
Customer Svc Specialist 4	43 K	1.5
Customer Svc Specialist 3	39 K	1.5
Customer Svc Specialist 2	35 K	4.5
Office Assistant 2	28 K	2.5

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 5774 E S SB AMH KAGI H3373.2	<b>Title:</b> Background checks	<b>Agency:</b> 303-Department of Health
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## Part I: Estimates

☒ **No Fiscal Impact**

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

- ☐ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 04/12/2007
Agency Preparation: Danny Howard	Phone: (360) 236-4625	Date: 04/13/2007
Agency Approval: Nancy Stevenson	Phone: 360-236-4530	Date: 04/16/2007
OFM Review: Nick Lutes	Phone: 360-902-0570	Date: 04/17/2007

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 5774 E S SB AMH KAGI H3373.2	<b>Title:</b> Background checks	<b>Agency:</b> 350-Supt of Public Instruction
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## Part I: Estimates

☒ **No Fiscal Impact**

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

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- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 04/12/2007
Agency Preparation: Randy Newman	Phone: 360-725-6283	Date: 04/13/2007
Agency Approval: Melissa Beard	Phone: (360) 725-6019	Date: 04/13/2007
OFM Review: Denise Graham	Phone: 360-902-0572	Date: 04/13/2007



Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe, by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

Section 6 creates a work group to research the current laws regarding background checks for prospective employees of public and private entities which work with vulnerable adults or children.

Section 7 appoints a representative of the Office of Superintendent of Public Instruction to the work group.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

No impact to cash receipts.

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

OSPI Fiscal Impact

OSPI can absorb the costs associated with serving on the work group.

Local School District

No fiscal impact to local school districts.

Part III: Expenditure Detail

Part IV: Capital Budget Impact

No fiscal impact to the capital budget.

Part V: New Rule Making Required

Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.

No required rule changes.

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 5774 E S SB AMH KAGI H3373.2	<b>Title:</b> Background checks	<b>Agency:</b> 357-Department of Early Learning
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## Part I: Estimates

☒ **No Fiscal Impact**

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

- ☐ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 04/12/2007
Agency Preparation: Mickie Coates	Phone: (360) 725-4513	Date: 04/16/2007
Agency Approval: Debra Wilhelmi	Phone: (360) 725-4920	Date: 04/16/2007
OFM Review: Heather Moss	Phone: 360-902-0659	Date: 04/17/2007

# LOCAL GOVERNMENT FISCAL NOTE

Department of Community, Trade and Economic Development

<b>Bill Number:</b> 5774 E S SB AMH KAGI H3373.2	<b>Title:</b> Background checks
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## Part I: Jurisdiction-Location, type or status of political subdivision defines range of fiscal impacts.

### Legislation Impacts:

- ☐ Cities:
- ☐ Counties:
- ☐ Special Districts:
- ☐ Specific jurisdictions only:
- ☐ Variance occurs due to:

## Part II: Estimates

- ☒ No fiscal impacts.
- ☐ Expenditures represent one-time costs:
- ☐ Legislation provides local option:
- ☐ Key variables cannot be estimated with certainty at this time:

## Part III: Preparation and Approval

Fiscal Note Analyst: David Elliott	Phone: (360) 725 5033	Date: 04/13/2007
Leg. Committee Contact:	Phone:	Date: 04/12/2007
Agency Approval: Steve Salmi	Phone: (360) 725 5034	Date: 04/13/2007
OFM Review: Brian Enslow	Phone: 360-902-0539	Date: 04/19/2007

## **Part IV: Analysis**

### **A. SUMMARY OF BILL**

*Provide a clear, succinct description of the bill with an emphasis on how it impacts local government.*

This bill defines a fingerprint background check process for the Washington State Patrol (WSP) and then amends sections of the RCW to replace other similar investigation requirements with this process. The bill affects several state government agencies including Department of Social and Health Services (DSHS), Department of Health (DOH), the Department of Early Learning (DEL), and the Office of the Superintendent of Public Instruction (OSPI). It also calls for a study.

### **B. SUMMARY OF EXPENDITURE IMPACTS**

*Briefly describe and quantify the expenditure impacts of the legislation on local governments, identifying the expenditure provisions by section number, and when appropriate, the detail of expenditures. Delineate between city, county and special district impacts.*

There are not expected to be any local fiscal impacts.

### **C. SUMMARY OF REVENUE IMPACTS**

*Briefly describe and quantify the revenue impacts of the legislation on local governments, identifying the revenue provisions by section number, and when appropriate, the detail of revenue sources. Delineate between city, county and special district impacts.*

None

#### **SOURCES FOR REVENUES AND EXPENDITURES:**

Administrative Office of the Courts (AOC) fiscal note

Washington State Patrol (WSP) fiscal note

DSHS fiscal note

Department of Early Learning fiscal note