

## **MESA Background Check Policy**

MESA is committed to protecting the welfare and providing for the security of its participants. In an attempt to achieve this objective, MESA will obtain criminal history background checks on all persons 18 years of age or older seeking to volunteer as a coach, assistant coach, team parent, or in any other capacity in MESA Softball. This process will be conducted in a manner that balances the interest of protecting the general welfare and security of MESA's participants and in respecting individual privacy. All applicants will be asked to voluntarily disclose any criminal disposition(s) and to consent to a background check by signing a Disclosure and Authorization form. Failure to consent to a criminal background check or any misrepresentation in a voluntary disclosure will result in denial of the application. We will attempt to conduct the background check before you engage in any activities in MESA. However, the failure to receive a background check before the applicant engages in any activities as a volunteer for MESA does not create an entitlement to the applicant nor obviate the requirement that a background check be obtained and reviewed before the application can be approved. MESA does not have the ability or capacity to perform a background check. Therefore, MESA will contract with a reputable third-party outside contractor to perform and obtain the background check. Applicants will be required to pay a fee to cover the cost of obtaining the background check. Upon receipt of the background report, MESA's CEO, President, and Personnel Director will review said report and determine if there is any reason to conduct further investigation before reaching a decision regarding an application. Applicants about whom an adverse report is received will be informed in writing of the adverse information contained in the report and will be provided a copy of the report and a copy of the applicant's rights under the Fair Credit Reporting Act. The individual will be given a reasonable time, generally not less than 5 days, to provide documentation or information establishing that the report is inaccurate, that a reported felony conviction is a lesser violation under the laws of the charging jurisdiction, that a disposition was the subject of a subsequent expungement or sealing order by a competent court, or that the report is otherwise unreliable. MESA will not make a final decision regarding an applicant who was the subject of an adverse report until the time allotted to the applicant has expired. This Policy does not automatically exclude from consideration for participation all individuals with criminal convictions, unless the applicant failed to disclose the information on the application. If an unreported conviction is revealed in a background report, the application will be denied unless the applicant can demonstrate that the report is in error. In reviewing the result of a background check, consideration will be given to the nature of any revealed conviction and to whether it may have an affect on the welfare and security of the participants of MESA. Whether a disposition results in denial of an application will be made on a case-by-case basis based on factors that may include the nature and seriousness of each offense, the surrounding circumstances of the offense, the number of offenses, the length of time since the offense, and the efforts of the individual at rehabilitation. An applicant who has been convicted of a sexual offense that requires registration with any law enforcement agency in this or another jurisdiction shall not be eligible to participate in any MESA activities and said application will not be approved. MESA will follow Fair Credit Reporting Act requirements for providing information and reports, making decisions, and responding to applicants regarding potentially adverse actions to a background report. Criminal history information obtained pursuant to this policy will not be disclosed to anyone other than the individual about whom the information was obtained and individuals involved in a decision on behalf of MESA to approve or deny the application. Applicants may request and receive a copy of his or her background report which was received by MESA.