

# Stark County Board of Developmental Disabilities

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## CRIMINAL OFFENSE

### POLICY

The Board requires all staff members to immediately notify the Superintendent or designee if they are charged with a criminal offense, and must make notification again after judgment on any criminal offense. The Superintendent or designee shall determine whether the offense prohibits the staff member's continuing employment and will take the appropriate action.

The Superintendent shall develop procedures to implement this policy.

References: ORC 5123.081 and Administrative Rule 5123-2-02

Historical Resolution Information		Reviewer(s): Superintendent Director of Human Resources
Date	Resolution Number	
1/24/17	01-04-17	
3/31/20	03-17-20	
6/27/23	06-24-23	

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## **CRIMINAL OFFENSE**

### PROCEDURE

1. Notification by the staff member must occur within 14 calendar days, if, while the individual is employed by the Board, the individual is formally charged with, convicted of, or pleads guilty to, a criminal offense.
2. The notification must be made in writing and forwarded to the Superintendent or designee. It must also specify the exact offense(s), date of occurrence, and jurisdiction.