**ORDINANCE NO. 28-2021**

**Authorizing the VILLAGE ADMINISTRATOR TO executE A SERVICE AGREEMENT FOR THE CONDUCT OF EMPLOYEE BACKGROUND CHECKS AND DECLARING AN EMERGENCY**

**WHEREAS,** the Village of Fairfax, Ohio needs to conduct employee background checks to protect the safety and welfare of the Village and its residents, and to protect Village assets; and

**WHEREAS**, such background checks include candidates to provide safety services in the Village, including police; and

**WHEREAS**, complying with the law pertaining to the conduct of background checks, and obtaining reliable information from such background checks, requires significant expertise; and

**WHEREAS**, the Village, therefore, agreed in principle to retain Human Resource ProFile, Inc. (“HRP”), a local company specializing in the conduct of employee background checks and compliance with the law relating to the same; and

**WHEREAS,** for the reasons specified above,it is necessary to have that agreement in place promptly;

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Village of Fairfax, State of Ohio, that:

**SECTION I:** The Village Administrator is hereby authorized and directed to enter into a Service Agreement with HRP for the provision of employee background checks and related service, in substantially the form attached hereto, subject to any non-material changes made necessary by further review or discussion.

**SECTION II:** This Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, and general welfare and shall be effective immediately. The reason for said declaration of emergency is the immediate need to retain the expertise required to conduct employee background checks that are necessary to protect the Village and its residents.

Passed this 18th day of October, 2021.

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Mayor

ATTEST:

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Fiscal Officer

**CERTIFICATE**

I hereby certify this to be a true and correct copy of Ordinance No. 28-2021 adopted at a meeting of the Council of the Village of Fairfax on this 18th day of October, 2021.

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Fiscal Officer