

RECOMMENDATION: Develop plan to transition from manual background checks to automated process. Use certified vendors where applicable.

Summary Description/Nature of Change	Key/Implementation Responsibilities	Need	Action Needed	Benefit/Saving	Done/ Study
<p>Develop implementation plan to transition from current manual processes of background checks to automate processes. Use outsourcing options where applicable.</p>	<p>State Police.</p>	<p>Department has the responsibility to run all background checks - criminal, non-criminal, or both - for internal agency employees and citizen licensing. Within State Police, the Bureau of Investigation is also responsible for in-depth, Level III background investigations and gaming licenses for both individuals and corporations.</p>	<p>Given that some of the background investigations required need personnel in the field, there may be an opportunity to redeploy personnel into positions or into positions to support investigations.</p>	<p>Private sector has providers that are certified FBI channelers to perform background checks. Securing a certified vendor(s) will reduce labor costs by automating background check process that integrate with the Bureau's existing investment in fingerprint scanning equipment. The net savings would be equal to the level of resizing of the personnel used to process these cases.</p> <p>Initial estimate of savings - 30% staff reduction, approximately \$1M annually</p>	<p>While the fingerprint processing can be transferred to an outside partner with both improved processing time and reduced costs, the use of a private agency to process background checks may require legislative change.</p>