

ORDINANCE NO. 2026- 02

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY, FLORIDA, MAKING CERTAIN FINDINGS; CREATING SECTION 2-22 OF THE JEFFERSON COUNTY CODE PROVIDING FOR CRIMINAL HISTORY RECORD CHECKS OF COUNTY EMPLOYEES AND APPOINTEES IN POSITIONS DEEMED CRITICAL TO SECURITY OR PUBLIC SAFETY; PROVIDING FOR CODIFICATION, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, Jefferson County follows the common employment practice of conducting background checks of certain prospective employees; and

WHEREAS, section 125.5801, Florida Statutes, authorizes the County to require by ordinance criminal history record checks for certain employees and appointees; and

WHEREAS, the Board of County Commissioners of Jefferson County, Florida, has determined that it is in the best interests of the County and its citizens to require such background checks.

NOW THEREFORE, be it ordained by the Board of County Commissioners of Jefferson County, Florida, as follows:

SECTION 1. INCORPORATION OF RECITALS. The above recitals are true and correct and are hereby incorporated by reference.

SECTION 2. CREATION OF SECTION 2-22 OF THE JEFFERSON COUNTY CODE OF ORDINANCES. Section 2-22 of the Jefferson County Code of Ordinances, entitled "Criminal History Record Checks," is hereby created to read as follows:

(a) As authorized in section 125.5801, Florida Statutes, the County may, in its sole discretion, require screening for any position of county employment or appointment, whether paid, unpaid, or contractual, which the County determines is critical to security or public safety as identified in subsection (b) of this Ordinance. Each person applying for or continuing employment in any such position shall be fingerprinted. The County shall submit the fingerprints to the Florida Department of Law Enforcement for a state criminal history record check and to the Federal Bureau of Investigation for a national criminal history record check. The County may use information obtained from the criminal history record checks conducted pursuant to this Ordinance to determine an applicant's eligibility for employment or appointment and to determine an employee's eligibility for continued employment. This section is not intended to preempt or prevent any other background screening that the County may lawfully undertake.

(b) The County has determined that the positions of county employment or appointment that are critical to security or public safety and subject to the

requirements of subsection (a) above include, but are not limited to, the following positions:

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| 1. Admin Assistant | 25. Inmate Crew Leader |
| 2. Animal Control Director | 26. Inmate Supervisor |
| 3. Animal Control Officer | 27. Library Director |
| 4. Billing Assistant | 28. Library Manager |
| 5. Budget Officer | 29. Library PT |
| 6. Building Inspector | 30. Library Technician |
| 7. Building Official | 31. Lieutenant |
| 8. Captain Firefighter/EMT | 32. Lieutenant Firefighter/EMT |
| 9. Code Enforcement Director | 33. Office Manager |
| 10. Code Enforcement Officer | 34. Outreach Coordinator |
| 11. Contractors | 35. Parks and Rec Maintenance |
| 12. County Manager | 36. Permit Tech |
| 13. Deputy County Manager | 37. Planning Assistant |
| 14. Equipment Operator I | 38. Planning Official |
| 15. Equipment Operator II | 39. Rec Park Director |
| 16. Equipment Operator III | 40. Road Superintendent |
| 17. Equipment Operator IV | 41. Shop Mechanic |
| 18. Field Foreman | 42. Solid Waste Director |
| 19. Fire Captain | 43. Solid Waste Driver |
| 20. Fire Captain/Inspector | 44. Staff Assistant |
| 21. Fire Chief | 45. Superintendent |
| 22. Firefighter/EMT | 46. Other positions of county |
| 23. Firefighter/EMT PT | employment or appointment that are |
| 24. Grants & Economic
Development Administrator | critical to security or public safety, as
determined by the County Manager. |

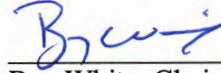
SECTION 3. CODIFICATION IN THE CODE OF ORDINANCES. The Board intends and hereby ordains that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of Jefferson County, Florida. The sections of the Ordinance may be renumbered or re-lettered to accomplish such, and the word "ordinance" may be changed to "section," "article," or any other appropriate word.

SECTION 4. SEVERABILITY. Should any section or provision of this Ordinance or any portion thereof, or any paragraph, sentence, or word be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder hereof other than the part declared invalid.

SECTION 5. EFFECTIVE DATE. A certified copy of this Ordinance shall be filed with the Department of State within ten (10) days after its enactment by the Board and shall take effect as provided by law.

PASSED AND DULY ENACTED by the Board of County Commissioners of Jefferson County, Florida in regular session, this 19th day of March, 2026.

BOARD OF COUNTY COMMISSIONERS
OF JEFFERSON COUNTY, FLORIDA



Ben White, Chair

ATTEST:



Cecil "Trey" Hightower, III, Clerk of the Circuit Court

APPROVED AS TO FORM:



Evan J. Rosenthal, County Attorney