

Rick Scott
GOVERNOR



Jesse Panuccio
EXECUTIVE DIRECTOR

MEMORANDUM

DATE: October 29, 2015
TO: Local Workforce Development Board Executive Directors
FROM: Lois A. Scott, Chief, Bureau of One-Stop and Program Support
SUBJECT: Level 2 Background Screenings

As you may recall from the Monthly Local Workforce Development Board (LWDB) Management call on September 10, we were asked to provide information on Level 2 background screenings for non-DEO employees. Level 2 background screenings provide state and national criminal history checks and are fingerprint based, while Level 1 background screenings only provide a state background check.

Attached is an email from August 8, 2012, providing information on the Florida Department of Law Enforcement's (FDLE) [Volunteer and Employee Criminal History System \(VECHS\)](#) program. It includes a generic description approved by FDLE for use on your application. We understand many of you currently use this program, and we encourage those who do not use it to apply to FDLE so you can begin conducting Level 2 background screenings.

Please click on the VECHS link above for additional information about the program, including the required application, user agreement, and customer registration forms. You may also contact Alisa Roberson via [email](#) or call her directly at (850) 245-7497.

LAS/kc

[Attachment](#)

cc: Michelle Dennard
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