MINUTES OF THE BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

Violet Varona-Lukens, Executive Officer
Clerk of the Board of Supervisors
383 Kenneth Hahn Hall of Administration
Los Angeles, California 90012

All Department/District Heads

At its meeting held February 12, 2002, the Board took the following action:

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Supervisor Antonovich made the following statement:

"On September 8, 1998, our Board ordered that the County of Los Angeles enter into a Memorandum of Understanding with the Social Security Administration and Immigration and Naturalization Service for a Basic Employment Verification Pilot Project in October 1998. The purpose of the pilot was to provide confirmation of employment eligibility for newly hired County employees through an automated system. All departments participated with 47 sites implemented throughout the County. On November 30, 2001, the Basic Pilot Project terminated.

"Subsequently, on January 16, 2002, President Bush signed into law HR 3030, legislation that extended the Basic Pilot Project for two years. The United States Department of Justice informed us that if the County chooses to continue participating in the Basic Pilot, we should immediately continue using the automated systems already in place to verify all newly hired employees."

Ms. Rone Ellis addressed the Board.

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Syn. 55 (Continued)

After discussion, on motion of Supervisor Antonovich, seconded by Supervisor Molina, unanimously carried, the Board took the following actions:

1. Approved continuation of the County's participation in the I-9 Basic Pilot Program which provides confirmation of employment eligibility for newly hired County employees through an automated system provided by the Social Security Administration (SSA) and Immigration and Naturalization Service (INS);

2. Instructed the Director of Personnel to take the following actions:

   a. Continue the Basic Pilot Program for an additional two years in accordance with the Memorandum of Understanding established with the INS and SSA;

   b. Notify all Department/District Heads that the I-9 Basic Pilot has been extended, and they should immediately start using the automated system already established to verify all newly hired employees;

   c. Instruct all Department/District Heads to verify all employees newly hired by the County from December 1, 2001 to date, through the automated system as soon as possible; and

3. Instructed all Department/District Heads to comply with submission of I-9 Activity Reports to the Director of Personnel, as requested.

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Copies distributed:
Each Supervisor
Chief Administrative Officer
County Counsel