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Gentlemen:

As requested, this is my first attempt at delineating a standard for criminal history reviews for special teams. I suggest three broad categories of responses from the criminal history check:

Status I - No Record Found

This category will represent the vast majority of special team responses. This category consists of inquiry responses that have no criminal histories and soundexed or duplicate hits that have been cleared by the Bureau of Identification.

Status II - Criminal Convictions Felony

This category includes records where actual criminal convictions of the team member applicant are found. Convictions for the following offenses and their included sub-offenses will result in an outright denial a special team credential:

- Murder
- Felony Weapons Crimes
- Treason
- Sexual Assault
- Sexual Abuse
- Official Misconduct
- Possession with the Intent to Distribute any Controlled Substance/Cannabis
- Child Abuse/Neglect
- Child Pornography
- Robbery
- Burglary
- Felony Theft by Deception
- Conspiracy to Commit a Felony
- Felony Hate Crime
- Arson
- Domestic Related Offenses – law enforcement only
- Armed Violence
- Mob Action
- Kidnapping
- Aggravated Battery to any Public Official

Additionally, no registered sex offender shall be credentialed.

Status III - Other Information Found

This category involves any other criminal arrest or conviction not listed above. Most notably misdemeanor and felony (not listed above) arrests/convictions, serious traffic offenses (reckless, fleeing, DUI, driving on revoked license, etc) or multiple arrests with no conviction. This also includes other responses through the criminal history process such as organized crime/gang field entries, etc.

Citizenship

The applicant must be a legal resident of the United States. While no routine specific check for citizenship status will occur, if information comes to the Committee or to the Bureau of Identification indicating a question of legal status, the STIC will be asked to research the issue.

Credentialing Review Committee

The Credentialing Review Committee shall meet from time to time on an as needed basis to review the following:

- A summary of credentialing activity to date:
 - number of credentials issued
 - number of credentials “in process”
 - Distribution by category
- All credential applications that fall into the *Other Criminal Information Found* category above
- All appeals of denials made pursuant to the *Criminal Convictions Felony* category above

I am assuming that ISP will administer the first two categories above – issue credentials for those with no criminal history or deny credentials for those with convictions of the crimes listed above. ISP will refer to the committee all applications in the third category. There needs to be a point person for the administration of this – who keeps the records, where are questions answered, to whom does an agency or an applicant appeal, etc. Additionally, the Committee will have the support of the STIC for very specific individuals when questions arise.

Issue

We need to find a methodology for the non-active law enforcement committee members to be able to have access to the records of applicants when making decisions. One thought is that we redact the name and department of the applicant when the committee deliberates. This will:

- prevent personal bias
- protect the committee member’s credibility
- protect the applicant’s privacy

Sworn members of the Committee shall have access to the specific information if necessary.

Adopted by the ILEAS Governing Board on October 24, 2006.