October 18, 2023

To: Mayor and Members of City Council

202302202

From: Sheryl M. M. Long, City Manager

Subject: **Emergency Ordinance – Cincinnati Recreation Commission: Moral Obligation Payment to the Ohio Treasurer of State**

Attached is an Emergency Ordinance captioned:

> **AUTHORIZING** a payment of $4,394.25 from Cincinnati Recreation Commission General Fund non-personnel operating budget account no. 050x199x4940x7289 as a moral obligation to the Ohio Treasurer of State for criminal history information query services provided by the Ohio Bureau of Criminal Investigation's Volunteer and Employee Criminal History System.

Approval of this Emergency Ordinance will authorize the payment $4,394.25 from Cincinnati Recreation Commission General Fund non-personnel operating budget account no. 050x199x4940x7289 as a moral obligation to the Ohio Treasurer of State for criminal history information query services provided to the Cincinnati Recreation Commission.

The City entered into a contract with the Ohio Bureau of Criminal Investigation's Volunteer and Employee Criminal History System (VECHS) program to conduct state and federal criminal history information queries for job applicants at Cincinnati Recreation Commission certified childcare centers on November 4, 2019. The agreement expired in November 2022. The moral obligation payment covers criminal history information query services provided outside of a contract. A new contract has been finalized effective October 2023.

Cincinnati Recreation Commission staff were informed of the contract issues and educated on the best practices for coordinating and reviewing contracts prior to expiration dates to prevent moral obligations in the future.

The reason for the emergency is the immediate need to pay the Ohio Treasurer of State for criminal history information query services provided to the Cincinnati Recreation Commission.

The Administration recommends passage of this Emergency Ordinance.

cc: Andrew M. Dudas, Budget Director
       Karen Alder, Finance Director

Attachment