The County entered into an agreement with the Department of Homeland Security (DHS), as represented by U.S. Immigration and Customs Enforcement (ICE) for participation in the IMAGE (ICE Mutual Agreement between Government and Employers) Program. Pursuant to the Agreement, the County, through the Human Resources Department under the County Administrator, implemented and utilized the IMAGE Program’s best practices, including use of E-Verify (a program that electronically confirms an employee’s eligibility to work in the United States and which can only be used for new hires). As part of this implementation, the Human Resources Department also participated in training conducted by DHS to properly utilize E-Verify.

The Human Resources Department will process Forms I-9 for all new hires and will utilize E-Verify to confirm each new hire’s eligibility to work in the United States for the following entities:

- County Administrator
- County Attorney
- Internal Performance Auditor

Approved By: Board of County Commissioners
Approval Date: August 3, 2016