



AGENDA ACTION ITEM

DATE: March 25, 2024
TO: Board of County Commissioners
FROM: Daniel Reyes
ITEM TITLE: **ACTION ITEM: Probation Intern**

The Teton County Probation Department would like to utilize intern help for their department. A potential candidate has reached out requesting intern work. The probation department would like to offer \$10 an hour for ~150 hours. An analysis by the Clerk has indicated that there are no available funds for this mid-year budget request. We can still utilize free interns seeking to meet academic intern requirements.

This is a common practice in other Idaho Counties to help get administrative work done.

Interns will have to go through Idaho Public Safety and Security Information System (ILETS) training, which covers confidential information handling and explains penalties for the mishandling of information.

Attached documents include a scope of the internship, training checklist, confidentiality pledge and a background request.

SUGGESTED MOTION:

Approve the probation department to begin using free interns

ATTACHMENT(S):

[Confidentiality Pledge.docx](#)

[Intern Job Description.docx](#)

[BackgroundRequest.docx](#)

[Intern training checklist.docx](#)