



Mississippi Valley Workforce Development Board

Participant License Screening Policy

Approved: December 6, 2022

Effective Date: December 6, 2022

Purpose

The purpose of this policy is to outline the initial screening requirements for WIOA participants before being placed in a training program on the ETPL that requires a driver's license. For all occupations that require a driver's license, the participant must be able to prove the ability to obtain that license after training before funds will be spent to enroll a participant in any training course.

General Information

The service provider must consider as much information about the participant's driving experience as is reasonably available. This would include all known violations, whether or not they are part of an official record maintained by a State, as well as any other information that would indicate the participant has shown a lack of due regard for the safety of the public. Violations of traffic and criminal laws, as well as the participant's involvement in motor vehicle accidents, are such indications and must be considered.

Screening Process

1. Discuss with the participant circumstances which would disqualify them from obtaining the required license for their desired occupation.
2. Inform the participant that they may be required to speak to the Career Navigator about any issues identified before being placed in a training program where a driver's license is required.
3. The participant will need to provide a copy of their non-certified driving record by going to:
<https://mymvd.iowadot.gov/Account/Login?ReturnUrl=%2fDrivingRecord%2fNonCertified>.

The participant may either take a picture or print out the results to share with their Career Navigator.

4. The Career Navigator will review the participant's driving record and determine the likelihood of the individual obtaining a driver's license to meet the training program standards and save a copy of the non-certified driving record in the participant's IowaWORKS file.
5. Charges such as but not limited to drug offenses, suspension of driver's license, speeding

tickets, narcotics distribution, felonies, or driving under the influence may result in the inability to obtain employment and therefore may stop a participant from moving forward with training.

Standards for Commercial Truck Drivers

This is a list of basic standards held by area employers about hiring individuals as commercial truck drivers. Many of the standards are based on insurance regulations and cost that companies incur when hiring individuals who are deemed to be a risk to the company or a safety risk.

BARRIER	IMPACT	EXCEPTIONS
Felony	Typically, employable	Consider not being employable in the industry if there are sexual offenses or serious violent crimes.
Drug Offenses	Employable	Typically, a five-year lapse before hire for trucking companies: more likely employable driving dump trucks, cement trucks, etc. until there is a five-year lapse.
Suspension of driver's license	Employable	Not employable if the suspension is due to careless/reckless driving or a DUI/OWI within the last 3-5 years. There are second-chance companies that may look at the violation differently.
Speeding Tickets	Employable	Generally, no more than two in the last three years or two in the last twelve months.
Narcotics distribution	Not Employable	No Exceptions
Human Trafficking	No Employable	No Exceptions

Types of Felonies Prohibiting CDLs

The types of felonies which typically will automatically prohibit an individual from being able to earn a CDL include:

- Using a commercial vehicle in the commission of a felony
- Manslaughter in the first or second degree with a motor vehicle

- Misconduct with a motor vehicle
- Causing a fatality through negligent/reckless vehicle operation
- Operating a vehicle with a BAC of .08% or higher
- Extortion
- Bribery
- Smuggling
- Arson
- Treason
- Assault with intent to murder
- Human trafficking

Other criminal history barriers that will prevent getting a CDL

- Current driving license is suspended
- Warrant for arrest
- Being on parole (possible exception depending on circumstances or parole terms that would prohibit you from performing your responsibilities as a driver)