

## NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (“ADA”), Richland County will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities.

**Employment:** Richland County does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

**Effective Communication:** Richland County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in Richland County’s programs, service and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

**Modifications to Policies and Procedures:** Richland County will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services and activities. For example, individuals with service animals are welcomed in Richland County’s offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Richland County, should contact the office of Candace Pesch, County Administrator/ADA Coordinator at

181 W. Seminary Street  
Richland Center, WI 53581  
(608) 649-3001

as soon as possible but not later than 48 hours before the scheduled event.

The ADA does not require Richland County to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of Richland County is not accessible to persons with disabilities should be directed to:

Candace Pesch  
County Administrator/ADA Coordinator  
181 W Seminary Street  
Richland Center, WI 533581

Richland County will not place a surcharge on a particular individual with a disability or any group of individuals to cover the cost of providing auxiliary aids/service or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

RICHLAND COUNTY  
GRIEVANCE PROCEDURE FOR DISABLED PERSONS

- 1.) Submit all complaints regarding access or alleged discrimination in writing to the County's ADA Coordinator for resolution. A record of the complaint and action taken will be maintained. A decision by the ADA Coordinator will be rendered within fifteen working days.
- 2.) If the complaint cannot be resolved to the satisfaction of the complainant by the County's ADA Coordinator, it will be forwarded to the ADA Compliance Committee which is composed of representatives from elected officials, the disabled community, business or nonprofit sector, education and health/medical profession. The Committee will be appointed by the County Board.
- 3.) A meeting of the Committee will be called and a quorum must be present to hear the complaint. The complainant and the ADA Coordinator must be present to give their reports to the Committee.
- 4.) If the ADA Compliance Committee does not make a decision at that time, an additional meeting would be called in order to respond within the thirty day time limit. A written decision will be issued. All proceedings of the Committee will be recorded, transcribed, and maintained.
- 5.) If the complaint cannot be resolved to the complainant's satisfaction by the Committee, the complaint will be heard by the County Board. An open, public meeting of the County Board will precede the vote. A determination must be made within thirty days of the hearing. The decision of the County Board will be final. The action of the County Board will be recorded.
- 6.) The individual's right to a prompt and equitable resolution of the complaint will not be impaired by his/her pursuit of other remedies, such as the filing of a complaint with the U.S Department of Justice or any other appropriate Federal agency. Furthermore, the filing of a lawsuit in State or Federal court can precede the pursuit of other remedies.