



SAN BERNARDINO COUNTY ADA PUBLIC NOTICE



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

Employment: San Bernardino 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: San Bernardino 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 San Bernardino County programs, services, 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: San Bernardino 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 San Bernardino County 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 San Bernardino County, should contact the office of the program, service or activity coordinator as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require San Bernardino 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 San Bernardino County is not accessible to persons with disabilities should be directed to:

Briana Felix, Public Access ADA Coordinator
Department of Risk Management
222 West Hospitality Lane, 3rd Floor, San Bernardino, CA 92415
Briana.felix@rm.sbcounty.gov
Phone: (909) 386-9006
California Relay Service 7-1-1 (for TTY users)

San Bernardino County will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services 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.

This notice is available in alternate formats from the Public Access ADA Coordinator.



SAN BERNARDINO COUNTY



ADA GRIEVANCE PROCEDURE

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by San Bernardino County. The County's Personnel Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. A form will be provided to you by the Public Access ADA Coordinator upon request. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted as soon as possible but no later than 60 calendar days after the alleged violation to:

Department of Risk Management
222 West Hospitality Lane, 3rd Floor
San Bernardino, CA 92415
Phone: (909) 386-8655
California Relay Service 7-1-1 (for TTY users)

Within 15 calendar days after receipt of the complaint, the Public Access ADA Coordinator or designee will discuss with the complainant the complaint and possible resolutions. Within 15 calendar days of the discussion, the Public Access ADA Coordinator or designee will respond in writing, and where appropriate, in a format accessible to the complainant. The response will explain the position of San Bernardino County and offer options for resolution of the complaint.

If the response by the Public Access ADA Coordinator or designee does not satisfactorily resolve the issue, the decision may be appealed within 15 calendar days after receipt of the response, to the Director of Risk Management or designee.

Within 15 calendar days after receipt of the appeal, the Director of Risk Management or designee will discuss with the complainant the complaint and possible resolutions. Within 15 calendar days after the meeting, the Director of Risk Management or designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by the ADA Public Access Coordinator or designee, appeals to the Director of Risk Management or designee, and responses from these two offices will be retained by the Department of Risk Management for at least three years.

This notice is available in alternate formats from the Public Access ADA Coordinator.