

NOTICE OF NONDISCRIMINATION UNDER THE AMERICANS WITH DISABILITIES ACT AND SECTION  
504 OF THE REHABILITATION ACT OF 1973

Pursuant to Title II of the Americans with Disabilities Act as amended (ADA) of 1990

(42 U.S. C. §§12101 et seq.) and Section 504 of the Rehabilitation Act of 1973, as amended (Section 504) (29 U.S.C. and implementing regulations found in 28 CFR 35 and 49 CFR 27, Henry County IN does not discriminate against qualified individuals with disabilities in its policies, or in the admission of, access to, treatment of or employment in its programs, services or activities.

Upon request, Henry County IN will use its best efforts to provide appropriate auxiliary aids and services to facilitate effective communication for qualified persons with disabilities so that they have an equal opportunity to obtain the same result, to gain the same benefit or to reach the same level of achievement as provided to others. These efforts may include providing qualified sign language interpreters, Brailled documents, and other products and services to make communications accessible to individuals with speech, hearing and vision impairments.

Upon request, Henry County IN will make reasonable modifications to policies and programs to ensure that qualified individuals with disabilities have an equal opportunity to enjoy its programs and activities. Henry County IN is not required to take any action that would fundamentally alter the nature of its programs or services or impose an undue Financial or administrative burden.

Henry County IN will not place a surcharge on qualified individuals with disabilities to cover the Cost of providing auxiliary aids, services or reasonable modifications of policies.

Inquires or complaints regarding Section 504 or the ADA should be directed to Joseph D. Copeland, Title VI/ADA Coordinator, 202 W. 50N, New Castle, IN 47362 (765) 529-4100, jcopeland@henryco.net. Henry County IN will investigate all complaints in accordance with Henry County Indiana's Title VI complaint process, which is also used for ADA complaints, and promptly take any remedial action deemed necessary to provide an equitable resolution to overcome the effects of a substantiated violation.

# **Henry County Indiana**

## **Complaint/Grievance Procedure under; Title II of the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, or Title VI of the Civil Rights Act of 1964**

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990. It will also be used if citizens wish to raise issues related to Section 504 of the Rehabilitation Act, or Title VI of the Civil Rights Act. It will be used to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the 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. 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 by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

***Joseph D. Copeland is the Henry County ADA Coordinator***

Within 15 calendar days after receipt of the complaint, Joseph D. Copeland or his designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, Joseph D. Copeland or his designee will respond in writing, and where appropriate, in format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the County and offer options for substantive resolution of the complaint.

If the response by Joseph D. Copeland or his designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the President of the Henry County Commissioners, or their designee.

Within 15 calendar days after receipt of the appeal, the President of the Henry County Commissioners or their designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the President of the Henry County Commissioners or their 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 Joseph D. Copeland or his designee, appeals to the President of the Henry County Commissioners, or their designee, and responses from these two offices will be retained by the County for at least three years.

ADA/Section 504/Title VI Complaint/Grievance Form

Grievant Information:

Name			
Address		City	Zip
Phone		Email	
Alternate Phone			

Person Preparing Complaint or Grievance if not Grievant:

Name			
Address		City	Zip
Phone		Email	
Alternate Phone			

Specify location of complaint or grievance (If Applicable.)

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Description of Complaint or Grievance

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Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Return to:

Joseph D. Copeland

Henry County ADA/Title VI Coordinator

202 W. 50N

New Castle, IN 47362

