



NOTICE UNDER THE AMERICANS WITH DISABILITIES ACTS

Statement/Mission:

In 1990, the Federal Government enacted the Americans with Disabilities Act (ADA). Dawson County recognizes its legal obligation to comply with Title II of the ADA and hereby establishes a transition plan to ensure compliance of federal law, rules and regulations. Therefore Dawson County will identify barriers that exist and state how and when the barriers are to be removed by providing a means to address complaints of discrimination, by encouraging public input to assess, address and meet access needs, and by establishing periodic reviews of the plan to monitor progress and compliance. The purpose of the plan is to ensure that the citizens of Dawson County are provided full access to programs, services and activities in as timely a fashion as is reasonably and fiscally possible. The Dawson County elected officials and staff believe the ability to accommodate disabled persons is essential to good customer service, the quality of life Dawson County residents seek to enjoy and to effective governance. Title II of the ADA requires that each of the County's services, programs and activities, when viewed in their entirety, be readily accessible and usable by individuals with disabilities.

Non-Discrimination Statement:

No discrimination shall be exercised, threatened or promised or in favor of any eligible applicant or employee due to age, color, disability, marital status, national origin, race, religion, sex or veteran status. Dawson County's personnel programs shall, at all times, be conducted in accordance with the guidelines of the U.S. Civil Service Commission and the regulatory provisions of the Civil Rights Acts. Additionally, it is the intention of Dawson County to fully comply with the Americans with Disabilities Act of 1990. In such, the County will not discriminate against qualified individuals on the basis of a disability in consideration of any terms and conditions of employment or in admission and access to programs, services, and activities. In achieving compliance, the County may provide reasonable accommodation to enable an otherwise qualified employee to perform the essential requirements of his/her job. Claims involving discrimination based on a disability should be expressed to the Human Resources Director in the County Manager's office.

Effective Communication:

Dawson 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 Dawson 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:

Dawson 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 welcome in Dawson 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 Dawson County, should contact ADA Coordinator Tim Satterfield at 706-344-3666 x 229 or tsatterfield@dawsoncounty.org as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not does not require Dawson 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 Dawson County is not accessible to persons with disabilities should be directed to ADA Coordinator Tim Satterfield at 706-344-3666 x 229 or tsatterfield@dawsoncounty.org.

Dawson 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.

Designation of an ADA Coordinator

Tim Satterfield
ADA Coordinator

Tim Satterfield holds such position concurrently with his position as Deputy Chief Dawson County Emergency Services and is responsible for overseeing compliance with the ADA.

Tim Satterfield Deputy Chief
393 Memory Lane
Dawsonville, Georgia 30534
706-344-3666 x 229
tsatterfield@dawsoncounty.org

Dawson County Grievance Procedure Under The Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act 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 Dawson County. Dawson County 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:

Tim Satterfield Deputy Chief
393 Memory Lane
Dawsonville, Georgia 30534
706-344-3666 x 229
tsatterfield@dawsoncounty.org

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

If the response by Tim Satterfield or 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 County Manager.

Within 15 calendar days after receipt of the appeal, the County Manger or designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the County Manager or designee will respond in writing, with a final resolution of the complaint in a format accessible to the complainant.

All written complaints received by Tim Satterfield or his designee, appeals to the County Manager and responses from these two offices will be retained by Dawson County for a least three years.

Design Standards-Sidewalks

Sidewalks: Sidewalk and curbs constructed shall be constructed in accordance with the most current, Department of Justice 2010 ADA Standards for Accessible Design Chapter 4: Accessible Routes

Buildings: Any buildings that are constructed, remodeled or updated shall be constructed in accordance with the most current, Department of Justice 2010 ADA Standards for Accessible Design 28 CFR part 35.151 New Construction and Alterations.

Public Involvement Opportunities

The general public is encouraged to participate in identifying needs or barriers to accessibility. This may be done by contacting the ADA Coordinator.

Tim Satterfield Deputy Chief
393 Memory Lane
Dawsonville, Georgia 30534
706-344-3666 x 229
tsatterfield@dawsoncounty.org

A draft of the Dawson County Transition Plan will be available on the County website for the public comment period. The Transition Plan will also be available in the County Manager's Office for viewing: 25 Justice Way, Suite 2236, Dawsonville, Georgia 30534 (706) 344-3501.

Anyone who would like to comment on the Transition Plan can submit their comments in these offices or can contact the ADA Coordinator.

After the Transition Plan has been adopted it will be posted on the Dawson County website. It will also be available in the County Manager's Office for viewing: 25 Justice Way, Suite 2236, Dawsonville, Georgia 30534 (706) 344-3501.

ADA GRIEVANCE PROCEDURE- DAWSON COUNTY GEORGIA

GRIEVANCE FORM

Complainant Information	
Name:	
Address:	
Daytime Phone:	
Email:	
Location Information	
Address (If known):	
Location Description:	
Nature of Grievance	
Sidewalk, Ramp:	
Crosswalk, Pedestrian Signal:	
Building Access:	
Programming:	
Other:	
Describe the Grievance/Complaint/Problem:	
Date of incident, if applicable:	
For Local/ADA Coordinator Use Only	
Representative preparing form:	
	Date
Received by ADA Coordinator	
Initial Contact	
Meeting or Site Visit	
Assigned to Department	
Returned from Department	
ADA Coordinator's Decision Mailed	
Appeal Received	
Placed on County Agenda	
County Decision	
County Decision Mailed	

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF DAWSON COUNTY
ADOPTING THE AMERICANS WITH DISABILITIES ACT (ADA) ACCESSIBILITY
GUIDELINES FOR STANDARDS FOR ACCESSIBLE DESIGN AND GUIDELINES FOR
PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT-OF-WAY**

WHEREAS, the Americans with Disabilities Act prevents discrimination of physically and mentally disabled persons relating to employment and access to public facilities; and

WHEREAS, Title II of the ADA requires that counties adopt the Americans with Disabilities Guidelines (ADAG) that provide accessibility through proposed structural modification to remove accessibility barriers; and

WHEREAS, Title II of the ADA recommends that counties adopt the Americans with Disabilities Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG) that provide accessibility through proposed structural modifications to remove accessibility barriers; and

WHEREAS, the United States Department of Justice modified the ADA Standards for Accessible Design (ADAAG) and the Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG) in 2010 and 2011; and

WHEREAS, Dawson County remains committed to the ADA and the elimination of barriers to public facilities.

NOW, THEREFORE, the Board of Commissioners of Dawson County hereby adopts the 2010 American with Disabilities (ADA) Standards for Accessible Design and the 2011 Guidelines for Pedestrian Facilities in the Public Right-of-Way and will adhere to any future revisions and adopts the Transition Plan attached hereto and incorporated herein by reference.

This 27th day of June, 2013.

**DAWSON COUNTY BOARD
OF COMMISSIONERS**

ATTEST:

By: 
Mike Berg, Chairman

By: 
Danielle Yarbrough, County Clerk

VOTE: Yes 4

No 0

A. BASELINE CONDITIONS

Each of the County facilities will be reviewed in light of several “baseline” conditions including:

1. Access to parking and entry into the facilities themselves;
2. Access to a clear and distinct path of travel;
3. Access to programs and services themselves;
4. Access to public areas and restrooms; and
5. Access to related amenities.

B. CRITERIA FOR DETERMINING EXISTENCE OF IMPEDIMENT

Criteria will be established to determine whether corrective action needs to be taken at a particular facility. The criterion includes, but is not limited to:

1. *The nature of unique programs or services.* Some facilities and sites are the only location that a particular program or service may be provided;
2. *Facilities already in compliance with ADA accessibility guidelines.* None of the County’s facilities were constructed or underwent major renovations after the effective date of the ADA;
3. *Ability to relocate program from one facility to another accessible facility.* Because the County offers special programs and services at more than one location, consideration was given to distribution of the special programs and services when viewed in their entirety;
4. *Current state of accessibility.* The current condition of each facility in terms of barriers already removed, or planned to be removed, will be identified by county administration;
5. *Cost.* The cost of alternatives to physical barrier removal versus the cost of an alternative corrective action plan; and public use.

Physical Barriers

- Parking
- Path of Entry/Travel
- Doors
- Service Counters
- Restrooms

Programmatic Barriers

- Building Signage
- Customer Communication and Interaction
- Access to Public Telephones
- Emergency Notifications, Alarms, Visible Signals

- Communications (via internet, public meetings, Telephone)
- Participation opportunities for events sponsored by the County

A County facility, programs, services, policies, practices and procedures will continue to be surveyed on an on-going basis, and the ADA Transition Plan may be revised to account for changes to County activities. This Plan will be posted to the County web site for review and consideration by the general public. In addition, notice will be provided of its existence in any official and unofficial County publications.

Quick Physical Barriers Checklist

Building	Address	Accessible Yes (Y) / No (N)	Remarks
Adult Learning Center	408 Highway 9 North	Y	
Agricultural Center	298 Academy Avenue	Y	
Chappell Building	96 Academy Street	Y	
Fire Station #1	393 Memory Lane	Y/	(Y) Downstairs; (N) Upstairs/Non-Public/No Elevator
Fire Station #2	145 Liberty Drive	Y	
Fire Station #3	951 Harmony Church Rd.	Y/	(Y) Downstairs; (N) Upstairs/Non-Public/No Elevator
Fire Station #4	245 Emma Terrace	Y	
Fire Station #5	8253 Kelly Bridge Rd.	Y	
Fire Station #6	2142 Hubbard Rd.	Y	
Fire Station #7	170 Dawson Forest Rd.	Y	(Y) Downstairs; (N) Upstairs/Non-Public/No Elevator
Fire Station #7 (Burn Building)	170 Dawson Forest Rd.	Y	(Y) Downstairs; (N) Upstairs/Non-Public/No Elevator
Fire Station #8	2996 Monument Rd.	Y	
Fleet Maintenance Shop	946 Burt Creek Rd.	Y	
Fueling Center	Burt Creek Rd.	Y	
Government Center	25 Justice Way	Y	
Health Department	54 Highway 53 East	Y	
Historic Courthouse	1 Courthouse Square	Y	
Historic Jail/ Ninth District Opportunity	54 Highway 53 West	Y/	(Y) Downstairs; (N) Upstairs/No Elevator
K.H. Long Building	189 Highway 53 West	Y/	(N) Suites 203, 203A, 203B, 204, 205, 206 Stairs only at door- No ramp; (Y) Rest of building accessible
Law Enforcement Center	19 Tucker Avenue	Y	
Library	342 Allen Street	Y	
Old Detention Center	64 West Third Street	Y	
Radio Repeater- Amicalola Falls	Amicalola Falls State Park	Y	

Quick Physical Barriers Checklist- Continued

RCP Concession w/ Bathroom	445 Martin Road	Y	(Y) Downstairs; (N) Upstairs/No Elevator
RCP Concession w/ Bathroom	445 Martin Road	Y	
RCP Maintenance Shop	445 Martin Road	Y	
RCP Small Pavilion	445 Martin Road	Y	
River Park Canoe Put-In	Highway 9 South	N	Stairs only down to river put-in- No ramp
Road Department Office	946 Burt Creek Road	Y	
Rock Creek Park Recreation	445 Martin Road	Y	
Senior Center	201 Recreation Road	Y	
Transfer Station Office	946 Burt Creek Road	Y	
Transfer Station Shed	946 Burt Creek Road	Y	
VMP Announcer Stand & Score	186 Recreation Road	N	Field non-accessible to scorer's box
VMP Bowen Complex Building	186 Recreation Road	Y	
VMP Bowen Pavilion Bathrooms	186 Recreation Road	Y	
VMP Concession Stands	186 Recreation Road	Y/	(N) Serving counter too high and concrete pad uneven
VMP Dugout Sheds (12)	186 Recreation Road	Y	
VMP Football Field House	186 Recreation Road	Y/	(N) Upstairs
VMP Gym, Concession, Bathroom	186 Recreation Road	Y	
VMP Lucy Bowen Pavilion	186 Recreation Road	Y	
VMP Maintenance Shop	186 Recreation Road	Y	
VMP Picnic Shelter	186 Recreation Road	Y	
VMP Pool House	186 Recreation Road	Y	
VMP Roundhouse Bathrooms	186 Recreation Road	Y	
War Hill Park Bathrooms	4081 War Hill Park Road	Y	

Appendix A

ADA Self-Survey: 2013
YEAR

Name of City/County: Dawson County
Address: 25 Justice Way, Suite 2313 Dawsonville, GA 30534
Number of Employees: 251

1. Do you have a statement that prohibits discrimination on the basis of disability in the provision of or admission to your programs, services and activities as required by the Title II ADA and Section 504 regulations (statement of non-discrimination)?

Yes No

2. Have you designated an employee responsible for compliance with the regulations (Coordinator)?

Yes No

3. Have you informed the public of the name, title, office address and phone number of the Coordinator?

Yes No

4. Is your statement of nondiscrimination included in recruitment materials or publications containing general information that it makes available to participants, beneficiaries, applicants, or employees?

Yes No

Signature: [Signature]

Title: Deputy Chief / ADA Coordinator

Date: MAY 01, 2013

Return to: Georgia Department of Transportation
Equal Employment Opportunity Office
600 West Peachtree Street, N.W., 7th Floor
Atlanta, GA 30308
PHONE: (404) 631-1272
FAX: (404) 631-1943
ATTENTION: Cartrell Kelson-Jackson