

County of Bartholomew, Indiana
AMERICANS WITH DISABILITIES ACT
Accessibility Plan
SECTION I
OBJECTIVES
GRIEVANCE PROCEDURE

A. COUNTY OBJECTIVES

The County of Bartholomew, Indiana is dedicated to the following objectives:

1. To provide all members of the county access to all public facilities within the jurisdiction of the county.
2. To be an advocate to encourage access to existing private facilities in the county.
3. To change existing county ordinances, rules, policies and regulations of the county which are not consistent with the American's with Disabilities Act.
4. To provide accomodations that are readily achievable for persons that are physically or mentally challenged.

AMERICANS WITH DISABILITIES ACT
GRIEVANCE PROCEDURE FOR BARTHOLOMEW COUNTY GOVERNMENT

Any individual who believes that he or she is discriminated against by regulations of the Americans With Disabilities Act may file a complaint. Thus, a complaint process is hereby established. The procedure shall be:

I. COMPLAINTS SHALL BE IN WRITING

On Complaint Form or by letter.

Forms secured from Auditor's or Commissioners' Offices (Monday-Friday, 8:00 a.m.-5:00 p.m.)
Government Office Building, 440 Third Street.
Sheriff's Department (24 hours/day)
Jail 543 Second Street

All complaints must be filed not later than 60 days from date of alleged discrimination.

If official form is not used, complainant must include his or her name and address, describe complaint and location of alleged discrimination.

Suggested accommodation may be included.

Signature and date must be affixed on complaint.

An authorized person may sign for the complainant. Complaints filed on behalf of classes or third parties shall describe or identify (by name, if possible) the alleged victims of discrimination.

II. HOW TO FILE

Take complaint to County Auditor's office in person or mail to Auditor, 440 Third Street, Columbus, IN 47201. Telephone 812/379-1510.

III. HOW COMPLAINT WILL BE HANDLED

Auditor will confirm receipt of complaint, by letter, within five (5) working days.

Auditor will forward copy of complaint to County Commissioners.

Complaint shall be reviewed by Auditor, Commissioners and Department Head of an affected office or department (if applicable).

Complainant may be asked to discuss complaint with County Officials.

Investigation to be completed within thirty (30) days of receiving written complaint.

Written notice to complainant of decision or recommended remedy of Grievance Committee.