

Humphreys County
The Americans with Disabilities Act Title II
Grievance Procedure and Transition Plan

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 Humphreys County. Humphreys 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: Denise Greenwell, ADA Coordinator, Rawlings Building RM1, 102 Thompson St, Waverly, TN

Within 15 calendar days after receipt of the complaint, the ADA Coordinator or his/her designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA Coordinator or his/her 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 the Humphreys County and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator or his/her 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 Executive or his designee.

Within 15 calendar days after receipt of the appeal, the County Executive or his designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the County Executive or his 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 Coordinator or his/her designee, appeals to the County Executive or his designee, and responses from these two offices will be retained by the Humphreys County for at least three years.



Jessie R. Wallace, County Executive

Date: October 11, 2019

Humphreys County ADA Transition Plan

Facility Rawlings Building

Date May 11, 2019

Contact Person ADA Coordinator

Department County Executive's Office

Email dgreenwell@humphreystn.com

Phone 931-296-7795

Area	Access Issue	Solution	Target Date	Person Responsible	Cost Estimate	Source of Funds
Front Entrance	Elevated access to the Interior offices	Signage directing patrons to rear of building.	December 31, 2019	Maintenance Manager	\$150.00	Buildings Maintenance Budget
Rear Parking	Handicap parking marking faded.	Re-paint with appropriate symbols	December 31, 2019	Maintenance Manager	\$1,200	Buildings Maintenance Budget

Facility Jail

Date May 11, 2019

Contact Person ADA Coordinator

Department County Executive's Office

Email dgreenwell@humphreystn.com

Phone 931-296-7795

Area	Access Issue	Solution	Target Date	Person Responsible	Cost Estimate	Source of Funds
Jail	Built in 1947	New professionally designed for ADA compliance	6/30/2022	County Sheriff	10 million	Capital Projects Budget

Facility Library

Date May 11, 2019

Contact Person ADA Coordinator

Department County Executive's Office

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Phone 931-296-7795

Area	Access Issue	Solution	Target Date	Person Responsible	Cost Estimate	Source of Funds
Parking	Markings Faded	Re-paint with appropriate symbols	12/31/2019	Maintenance Manager	\$400	Buildings Maintenance Budget

Facility Litter Grant Coordinator Building

Date May 11, 2019

Contact Person ADA Coordinator

Department County Executive's Office

Email dgreenwell@humphreystn.com

Phone 931-296-7795

Area	Access Issue	Solution	Target Date	Person Responsible	Cost Estimate	Source of Funds
Handicap access ramp	ramp slippery when wet	Remove worn traction device and apply new	10/31/2019	Maintenance Manager	\$250	Buildings Maintenance Budget