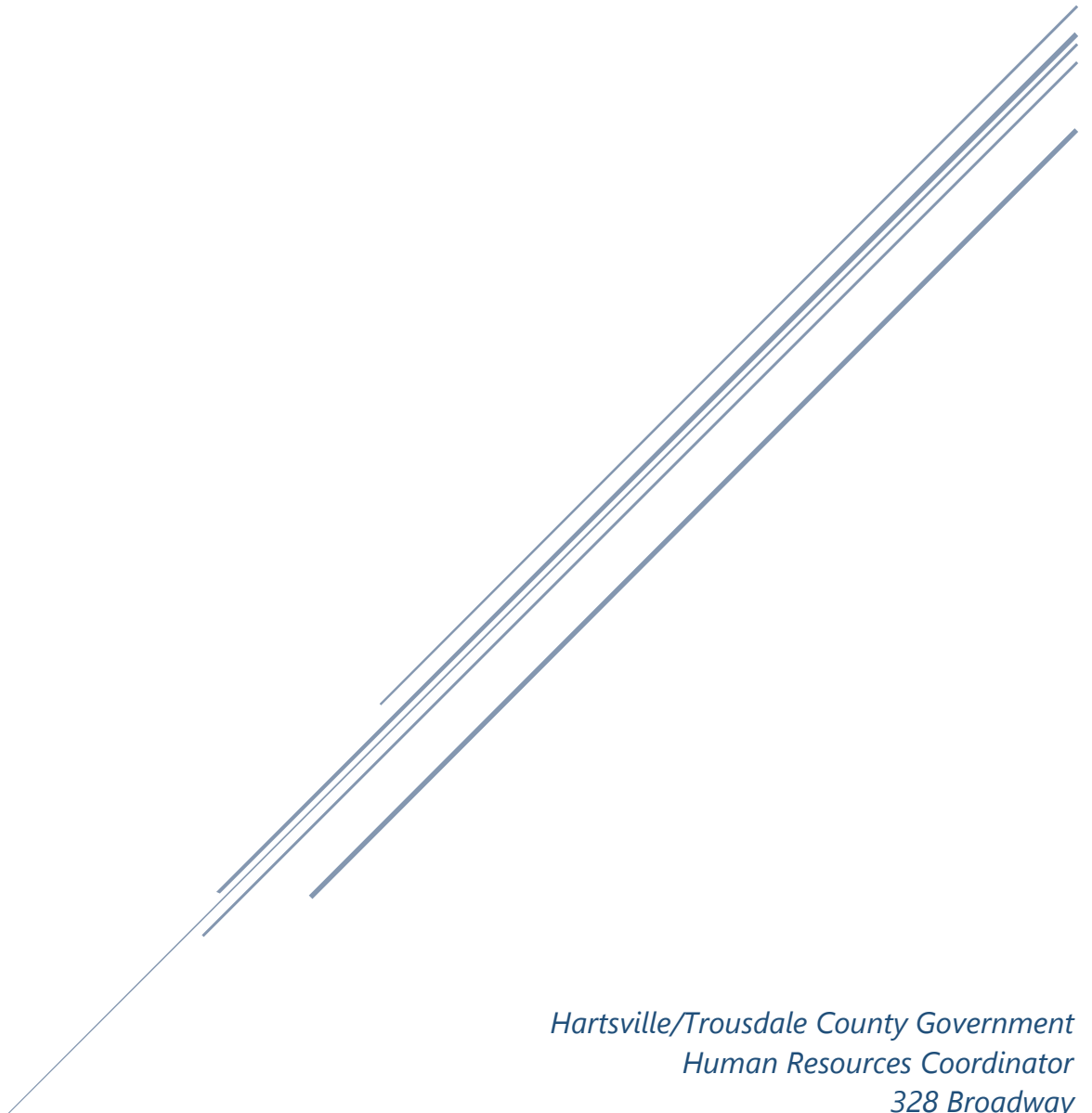


HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

ADA TRANSITION PLAN



*Hartsville/Trousdale County Government
Human Resources Coordinator
328 Broadway
Hartsville, TN 37074
615-374-2461 (x-1113)
htcgjobs@trousdalecountytn.gov*

Hartsville/Trousdale County Government's ADA Transition plan is intended to ensure that people with disabilities have an equal opportunity to participate in various aspects of society.

Section 504 of the Rehabilitation Act of 1973 states in part that no qualified handicapped individual in the United States, shall, solely by reason of his handicap, be excluded from the participation, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

The Americans with Disabilities Act (ADA) was signed into law on July 26, 1990. The ADA is a civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including jobs, schools, transportation, and all public and private places that are open to the general public.

The ADA is divided into five titles that relate to different areas of public life:

- a.) Title I – Employment
- b.) Title II – State and Local Government
- c.) Title III – Public Accommodations
- d.) Title IV - Telecommunications
- e.) Title V - Miscellaneous

Title II of the Act specifically applies to state and local government services and the programs and activities they administer.

Local Governments must develop a transition plan identifying areas that need any structural changes to meet program compliance.

Hartsville/Trousdale County Government will review and update this plan annually.

TRANSITION PLAN

| AREA | DESCRIPTION | SOLUTION | TARGET DATE | STATUS |
|--|--|---|-------------------------|------------------|
| Administrative Building 328 Broadway | Office signs are above all doors. | Purchase ADA compliant signs and move signs to latch side of doors | 2019 - 2020 Fiscal Year | Completed |
| | No van accessible parking in front parking lot | Restripe and move handicap parking closer to front door and make van accessible. Purchase van accessible sign. | 2019 - 2020 Fiscal Year | Completed |
| | No van accessible parking in back parking lot | Restripe handicap parking space to make van accessible. Purchase van accessible sign. | 2019 – 2020 Fiscal Year | Completed |
| | Front and back doors measure 14 pounds of pressure to open | Adjust door closer to 5 pounds of pressure or install automatic door closers if not adjustable. | 2019 – 2020 Fiscal Year | Completed |
| | Front inside doors require 16 pounds of pressure to open | Adjust door closers to 5 pounds of pressure or leave open if automatic door closer have to be installed on front doors. | 2019 – 2020 Fiscal Year | Completed |
| Archives Building 328 Broadway | Built in 1989 | Install sign stating that the restrooms are not ADA compliant. | 2019 – 2020 Fiscal Year | Completed |
| Ag Extension / Election Office 214 Broadway | Door measures 6 pounds of pressure to open | Adjust closer so that it will be 5 pounds of pressure to open | 10/09/2019 | Completed |

| AREA | DESCRIPTION | SOLUTION | TARGET DATE | STATUS |
|---|---|--|-------------------------|------------------|
| Health Department 541 East Main Street | Doors require 13 pounds of pressure to open. | Adjust doors closers to 5 pounds of pressure or install automatic door closer if not adjustable. | 2019 – 2020 Fiscal Year | Completed |
| Senior Citizen’s Center 270 Marlene | No potential barriers found | | | |
| Community Center 301 East Main Street | No van accessible signs for parking spaces | Install van accessible signs | 2024-2025 Fiscal Year | |
| | Doors require 17 pounds of pressure on left and 12 pounds on right to open | Adjust closers so that the doors open with 5 pounds of pressure. If not adjustable install automatic door closers. | 2019 – 2020 Fiscal Year | Completed |
| Criminal Justice Center 303 East Main Street | Signs need to be posted identifying areas - Misdemeanor Probation Officer, Youth Services Officer, small conference area, and interview room. Circuit Court Clerk sign on door. | Order and install signs for affected areas. Move Circuit Court Clerk sign to wall. | 2019 – 2020 Fiscal Year | Completed |
| | Doors require 14 pounds of pressure on left and 13 pounds of pressure on right to open | Adjust closers so that the doors open with 5 pounds of pressure, If not adjustable install automatic door closer. | 2019 – 2020 Fiscal Year | |

| AREA | DESCRIPTION | SOLUTION | TARGET DATE | STATUS |
|---|---|--|-----------------------|--------|
| Sheriff's Department 210 Broadway | Front door requires 16 pounds of pressure to open | Adjust closers so that it requires 5 pounds of pressure to open. If not adjustable, install automatic door closer. | 2024-2025 Fiscal Year | |
| Highway Department Office 539 East Main Street | No handicap accessible parking space Built in 1900 | Remove car stops and stripe for van accessible parking space | 2024-2025 Fiscal Year | |
| | Building built prior to 1990 therefore the doors are not wide enough to accommodate | Install sign to notify it is not accessible. | 2024-2025 Fiscal Year | |
| Highway Department Garage 537 East Main Street | Built in 1960 | | N/A | |
| Convenience Center 565 Industrial Park Drive | Dumpster available for handicap accessibility | If compactors need to be used, attendant will be on duty to assist. | N/A | |
| Animal Shelter 565 Industrial Park Drive | Built prior to 1990 | | N/A | |
| Trey Park & Swimming Pool | Park improvement master plan in progress that will make all areas ADA compliant. | Renovate according to master plan | 2024-2025 Fiscal Year | |
| Courthouse 200 East Main Street | Built prior to 1905 | | N/A | |

| AREA | DESCRIPTION | SOLUTION | TARGET DATE | STATUS |
|---|---|--|-----------------------|--------|
| Fred A. Vaught Library 211 White Oak Street | Built prior to 1990 Renovated 1992 Back door is too small to accommodate an adult wheelchair. | Install new doors to meet ADA specifications. Decision of Library Board | 2024-2025 Fiscal Year | |
| Jail / Corrections 315 E. Main Street | Built in 1960 | | N/A | |
| Mid Cumberland (Old Health Department) 100 Damascus Street | Built in 1950 | | N/A | |
| Ambulance Service 95 River Valley Drive | Built in 1979 | | N/A | |

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT
AMERICANS WITH DISABILITIES ACT
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 the **Hartsville/Trousdale County Government**. The Hartsville/Trousdale 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:

Hartsville/Trousdale County Government
Human Resources
328 Broadway, Suite 8
Hartsville, TN 37074
htcgjobs@trousdalecountyttn.gov

Within 15 calendar days after receipt of the complaint, a representative from HTCG will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, a representative from HTCG 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 Hartsville/Trousdale County Government and offer options for substantive resolution of the complaint.

If the response by the representative from HTCG 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 Hartsville/Trousdale County Mayor or their designee.

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