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ADAMS COUNTY
AMERICANS WITH DISABILITIES
SELF-EVALUATION
January 22, 1993

INTRODUCTION

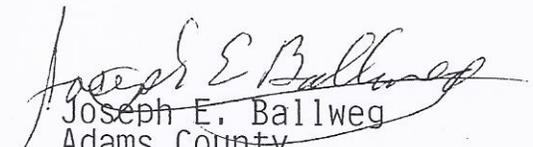
The American with Disabilities Act (ADA) requires counties and other government entities to correct their policies and/or practices that discriminate against individuals who have qualified disabilities. It also requires that appropriate action be taken to correct physical barriers that restrict the disabled from having reasonable access to the programs, activities, and services provided by the various entities.

The purpose of this self-evaluation is to provide an assessment of current policies and practices administered by the County of Adams, as well as an assessment of its facilities to determine if any physical barriers exist. Additionally, it affords the public the opportunity to review the progress that the county has made and/or to help it identify those areas that may have been overlooked and that may require corrective action. It identifies accomplishments to date (Sec D), the current activities of the ADA committee (Sec C), and areas that will need to be addressed/corrected in the months ahead (Sec F).

Although the committee has made a sincere effort to comply with the requirements of the ADA, the members understand that there could be some areas that have been overlooked. They also realize that some of their recommendations may be changed as decisions are being made on the various alternatives for

correcting deficiencies. The committee, therefore, has determined that the evaluation process will be a continuing one enabling the county to initiate corrective actions in a timely manner while, at the same time, remaining flexible to accommodate the changes that may prove to be necessary and or beneficial.

This report (self-evaluation) is to remain within the County Clerks Office for a period of not less than three years. Although the report is available for review by anyone, it is not to be removed from the Clerk's office without the permission of the ADA Coordinator, Deputy County Attorney (Vernon Tweedie), or the Chairman of the Adams County Board of Supervisors. The County Clerk is, however, authorized to provide copies to interested individuals upon request.


Joseph E. Ballweg
Adams County
ADA Coordinator

DIRECTORY

Adams County Americans with Disabilities Act (ADA) Committee

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ADA Coordinator

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MARVIN HARTMAN (Consultant)
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Hastings, NE 68901
461-7156

Board Of Supervisors

Morris B. Ellerbee, Chairman.....District 7
Sharon Stonecipher.....District 1
Larry Woodman.....District 2
Sandy Plambeck.....District 3
Fred Teller.....District 4
Stanley Stuehrenberg.....District 5
Monte Malouf.....District 6

The County of Adams is responsible for providing many services, including policy-making, administration, finance, record-keeping, law enforcement, education, roads, and health and safety. The offices listed below are tasked with the responsibility of providing those services as well as maintaining records and performing numerous administrative functions.

Assessor.....	Dale Gartner
Attorney.....	Steve Scherr
Clerk.....	Phyllis Newel
County Court.....	Nick Johnson
Data Processing.....	Ron Kucera
District Court.....	Sharon Rose
Election Commissioner.....	Chris Lewis
Highway Superintendent/Surveyor.....	Roger Parks
Extension Office.....	Paul Swanson
Public Defender.....	Art Toogood
Register Of Deeds.....	Michele Klingler
School Superintendent.....	Glen Larsen
Sheriff.....	Greg Magee
Supervisors.....	Morris B. Ellerbee
Treasurer.....	Julia Moeller
Veterans Service.....	Joseph E. Ballweg
Civil Defense.....	Terry Marshall

O V E R V I E W

Title II of the Americans with Disabilities Act (ADA) prohibits counties and other state and local government entities from discriminating against qualified individuals with disabilities in any of their programs, activities or services.

As a means to help ensure compliance with the Americans with Disabilities Act, the County Board of Supervisors established on July 7th, 1992, the Adams County ADA Committee, and appointed Joe Ballweg, Ron Kucera, Vernon Tweedie, Janet Petersen and John Hohlen to serve on the committee with Joe Ballweg serving as coordinator.

The committee met for the first time on July 9th, 1992, and discussed how it would proceed in meeting the requirements established by the ADA. The committee agreed to meet not less than once a month to help ensure the requirements of the Act are accomplished in a timely manner and in accordance with appropriate directives.

From the time of its inception, the committee members have demonstrated an enthusiastic attitude and a sincere willingness to not only learn about the requirements of the Act, but to ensure the requirements are fully implemented.

Although it is generally agreed that the county is on course, the committee is aware that there remains a great deal of work.

The committee has recognized the need to take additional actions that will ensure all county officials and employees have a thorough understanding of their responsibilities. At its most

recent meeting (January 14th, 1993), the committee decided to visit with each county official on a one-on-one basis for the purpose of reminding them of their responsibilities and educating them on all applicable requirements. Vernon Tweedy agreed to contact the officials whose offices are located on the second floor of the courthouse. Ron Kucera accepted the offices on the first floor of the courthouse. Joe Ballweg accepted the county offices located in the courthouse annex, and John Hohlen accepted to meet with the highway superintendent.

In addition to the one-on-one visits discussed above, the committee will continue to disseminate information to county officials by distributing notices that will help keep them informed on the requirements of ADA, and on policies that the county board may establish. The ADA committee will, if deemed necessary, conduct training in a more formal setting.

The committee continues to encourage input from the public, especially the disabled segment, to help it correct any of the physical and/or other barriers which prevent the disabled from having reasonable access to or from participating in the programs, activities and services provided by the county.

ACCOMPLISHMENTS

<u>DATE</u>	<u>ACCOMPLISHMENT</u>
7 July 92	County Board appointed five members to serve on ADA committee.
9 July 92	ADA committee met for its first time. (Reference minutes dated 9 July 92, Sec. I)
13 July 92	ADA coordinator contacted NACO for clarification of timetables and priorities.
14 July 92	ADA coordinator prepared and distributed to all county employees, a letter asking them to help identify barriers to the disabled and to provide possible solutions. (Reference letter dated July 14, 1992, Sec. I) Copies of responses are maintained by ADA coordinator.
14 July 92	ADA committee obtains ADA compliance guide published by the Thompson Publishing Group.
15 July 92	ADA coordinator prepared and distributed a letter to all county officials, similar to the letters distributed to the county employees with an additional request for them to submit job descriptions for each position in their respective offices. (Reference letter dated July 15th, 1992, Sec. I) Copy of responses maintained by ADA coordinator.
17 July 92	ADA coordinator prepared and distributed to all state employees who work in county owned facilities, a letter requesting their assistance in identifying barriers to the disabled and to provide possible solutions. (Reference letter dated 17 July 1992, Sec. I). Copies of responses maintained by ADA coordinator.
23 July 92	ADA committee conducted its second meeting. Committee discussed survey, and employment provisions. (Reference minutes dated July 23, 1992, Sec. H.)
24 July 92	ADA Coordinator prepared a transition plan for structural alternatives. (Reference transition plan, not dated, Sec. E.) Committee decides that transition plan as prepared isn't satisfactory. Decision made to wait until

- "survey" completed to prepare a transition plan that will meet ADA standards.
- 28 July 92 ADA coordinator updated Board of Supervisors.
- 6 Aug. 92 ADA committee met. Discussed ADA workshop that Janine Bruder (NIRMA Risk manager) agreed to present to officials. Workshop to cover employment provisions. Also discussed at this meeting was: grievance procedures, telephone for the deaf (TDD), and contacting the state Voc Rehab Department to obtain assistance and additional information. (Reference minutes dated August 6th, 1992, Sec. H.)
- 20 Aug. 92 ADA committee met. Discussed ADA workshop scheduled for August 26th, 1992, and decided to recommend to the Board of Supervisors an architect to conduct survey. (Reference minutes dated August 20th, 1992, Sec. H.)
- 26 Aug. 92 ADA workshop for county officials conducted by Janine Bruder, the NIRMA risk manager. Workshop dealt with the employment provisions of ADA.
- 1 Sept. 92 ADA coordinator provided update to Board of Supervisors and recommended architectural firm to conduct survey.
- 3 Sept. 92 ADA committee meeting conducted. Discussed survey. (Reference minutes dated September 3, 1992, Section H.)
- 16 Sept. 92 Chuck Leach of Goodwill industries conducts pre-accessibility survey. ADA members Ballweg and Hohlmen accompany Mr. Leach to all facilities.
- 28 Sept. 92 ADA committee meeting conducted. Survey, grievance procedures, and public hearing discussed. (Reference minutes dated September 28th, 1992, Sec. H.)
- 29 Sept. 92 ADA coordinator recommends to Board of Supervisors that Goodwill Industries conduct survey.
- 5 Oct. 92 Vernon Tweedy and Joe Ballweg interviewed by KHAS TV.
- 6 Oct. 92 Vernon Tweedy updates Board of Supervisors.

- 8 Oct. 92 ADA committee conducts meeting. Discussed survey and amendments to employee handbook. (Reference Minutes dated October 8th, 1992, Sec. H.)
- 13 Oct. 92 ADA coordinator updated Board of Supervisors and recommends the Board accept Goodwill Industries to conduct survey.
- 28 Oct. 92 ADA coordinator distributed a reminder letter to all county officials regarding job descriptions.
- 28 Oct. 92 Goodwill Industries conducted physical survey of all county buildings. Survey returned 13 November 1992.
- 16 Nov. 92 ADA coordinator appeared on a 30 minute KHAS Radio talk show to discuss ADA requirements.
- 19 Nov. 92 Mailed job descriptions received from Election Commissioner, Register of Deeds, District Court, Road Department, and Assessor to NIRMA risk manager for review. Job descriptions returned with comments on November 28th, 1992. The main shortcoming of the job descriptions concerned failure of officials to properly identify the essential functions.
- 25 Nov. 92 News releases mailed to media regarding public ADA Hearing scheduled for December 10th, 1992. Notices also mailed to local organizations that are associated with disabled individuals. (Reference Publicity, Sec. J.)
- 10 Dec. 92 ADA public hearing conducted from 3:00 P.M. to 6:00 P.M. Although the date and purpose of the hearing received a great deal of publicity, including the notices mailed to various organizations, the turnout was poor.
- 14 Jan. 93 ADA conducted meeting. Discussion evolved around the self-evaluation requirements.

TRANSITION PLAN

ADAMS COUNTY
ADA TRANSITION PLAN
FOR STRUCTURAL CHANGES

A. Request input from all county employees, county officials, and from state employees who work in county owned, leased, or rented buildings. Input to include,

1. Identifying barriers that restrict disabled individuals from having access to services and programs.
2. Providing solutions to rectify the identified barriers.

B. Request input from the public for the same things noted in Paragraph 1 above.

C. Educate officials of their responsibilities to properly accommodate individuals who are disabled.

D. Contract an architect and/or have ADA committee perform an evaluation of county facilities to determine what actions are to be taken that will insure facilities are in compliance with ADA.

1. Submit list of options along with ADA recommendations to Board of Supervisors.

2. Identify one major structural change to be accomplished prior to January 1, 1993.

3. Prioritize other structural alterations and establish completion dates for each.

E. Inform public via the media that Disabled Individuals seeking services from any office (county or state) located a county building or who desire to participate in programs sponsored by the various offices; and who, because of their disability, require assistance to access a county building or any office located in a county building, or who are not able to get themselves to a county building to:

1. Contact the desired office in advance and inform that office of their needs, or

2. Contact the county information number (461-7148) to coordinate assistance with the desired office(s), or

3. Contact the ADA Coordinator at 461-7162.

NOTE: Individuals with severe hearing impairments who have access to a telecom device for the deaf (TDD) are encouraged to dial the county TDD at 461-7166.

F. The ADA committee to review information it receives from all sources (officials, employees, public, architect, etc.) and develop a list of options for the Board of Supervisors to consider regarding structural changes that may be necessary to better accommodate the disabled.

G. The ADA committee to provide a glide path for required structural alterations to the Board of Supervisors that will ensure accomplishment by January 26, 1995.

H. The ADA committee will ordinarily meet on the 1st and 3rd Thursday of each month to develop courses of action that will ensure the county of Adams will be in compliance with the Act.

I. Pages E3 thru E15 identify the barriers that need to be corrected, various options considered by the committee, and the committee's recommendations to correct the barriers.

COURTHOUSE
4TH & DENVER
HASTINGS, NE 68901

I. PARKING

A. Survey recommended:

1. That another accessible space and curb cut be located at the south main entrance.

B. Options considered by the committee:

1. Comply with Goodwill Industries recommendation as stated in paragraph A above.
2. Provide accessible space with curb cut on southwest corner of courthouse on Denver Avenue.
3. Constructing a vertical or parallel parking space to sidewalk.

C. Committee recommends:

1. The designated handicapped parking space be located on the southwest corner with the curb cut large enough to accommodate a wheel chair be made on the Denver avenue side. The reason for this recommendation is Denver avenue is one-way with traffic flowing to the north. The street on the south side of the courthouse (4th Street) is one-way with traffic flowing to the east. Many vehicles equipped with wheel chair lifts have the lifts located on the right side. Locating the handicapped parking space on Denver Avenue would allow individuals with wheelchairs to embark/disembark in a less hazardous manner.

II. ENTRANCES/RAMPS

A. Survey recommended:

1. The inside vestibule door located on the south side of courthouse be adjusted so not to exceed 5 pounds pulling force.
2. The survey also suggested, however, that both the outside door and the vestibule door be automated in series.

B. Options considered by the committee:

1. Both recommendations provided by Goodwill Industries in paragraph A1 and A2 above.

2. Connecting the intercom box, that is presently located outside and to the right of the south entry door, to a light, an alarm, or a voice intercom in the Register of Deeds office. The outside intercom box would require an appropriate handicapped sign. Individuals requiring assistance would be able to contact the Register of Deeds office for assistance.

C. Committee recommends:

1. Both the outside and inside doors be automated in series. If determined to be too costly, the committee would have no problem with having the inside vestibule door adjusted to a pulling force of less than 5 pounds as was recommended in the survey. The reason the committee feels the automated doors are best is it would accommodate the elderly much better. Also, when there are strong winds from the south, it is believed the outside door may exceed the 5 pound pulling force limits.

III. INTERIOR

A. Survey recommended:

1. Entry to Sheriff's office be installed with a lever type handle.

B. Options considered by the committee:

1. Since the survey did not indicate which door should have a lever type handle, the committee considered both entry doors.

C. Committee recommends:

1. A lever type of handle be installed on the entry door located on the west side of Sheriff's office. The other door is primarily used by office staff and deputies.

IV. RESTROOMS

A. Survey recommended:

1. Prepare signage to be placed on the doors of the restrooms located on the second floor since these restrooms were the only restrooms in the courthouse determined to be accessible.
2. The directory located on the first floor state "Accessible Restrooms located on the Second Floor."

B. Options considered by the committee:

1. Same as recommended by survey except for change noted in paragraph C below.

C. Committee recommends:

1. Same as survey except the directory should state "Handicapped accessible restrooms located on the second floor and to the immediate right when disembarking from the elevator."
2. Committee also recommends a qualified contractor be hired to install necessary grab bars and to make other alterations that may be needed to meet the requirements of the ADA.

V. GENERAL RECOMMENDATION/SUGGESTIONS

A. Survey recommended:

1. The first and second floor water fountains be made accessible.
2. The elevators have tactile signage displayed on the inside and outside of the elevator.
3. A plan be developed for emergency evacuation for individuals with disabilities. This plan should take into consideration deaf and hard of hearing individuals. It is suggested that this plan be displayed on a public bulletin board.
4. An audio/visual alarm system be installed.

B. Options considered by the committee:

1. Committee agrees with survey recommendations except as noted in paragraph C below.

C. Committee recommends:

1. The county accept the survey recommendation in paragraph A above. The only exception would be the water fountains that could be made accessible by placing a rack of dixie like cups on the walls near the fountains. This would be a temporary arrangement until the present water fountains wear out, at which time they would be replaced with drinking fountains that meet ADA requirements.

COURTHOUSE ANNEX
5TH & DENVER
HASTINGS, NE 68901

I. PARKING

A. Survey recommended:

1. Above ground signs with universal symbol of accessibility be installed in the two designated parking spaces. The signs must be 48" to 60" in height, and the wording "Van Accessible" and "Permit Required".

B. Options considered by the committee:

1. No additional options considered by the committee.

C. Committee recommends:

1. Above ground signs with universal symbol of accessibility be installed in the two designated parking spaces. The signs be from 48" to 60" in height, and the wording "Van Accessible" and "Permit Required".

II. ENTRANCES/RAMPS

A. Survey recommended:

1. Both ramps be modified to meet ADA requirements.
2. Entrance at bottom level of ramp located on the south side of Annex be modified so that it will allow 60" of maneuvering space.
3. The south lower level entrance door be replaced with either an automatic or a power assisted door; or the hardware be replaced with a lever operated, push type or U shaped hardware.

B. Options considered by the committee:

1. Comply with survey recommendations provided in paragraph A1, A2, & A3 above.
2. Modify ramp on the west side and install an accessible elevator on the inside that would allow access to all floors.
3. Relocate Extension office, Sheriff's office, or other offices that are currently located in the

courthouse to another building in the community, and move all offices in lower level of Annex to the office spaces vacated in the courthouse.

4. Relocate all offices currently located in the lower lever of the Annex to some other building in the community.
5. Demolish Annex and build a new facility that would meet present and future needs of the county.
6. Construct additional office space to the courthouse.

C. Committee recommends:

1. Complying with the recommendations provided in the survey.
2. Several members of the committee are aware of the crowded conditions in many of the offices of the courthouse and the courthouse annex. Although it isn't the committee's responsibility to address areas that aren't related to ADA, the members recognize that making modifications to the ramps, restrooms, drinking fountains, entrances, etc., is going to be costly. Although the committee's recommendation is to accept the survey's recommendation, it feels the Board of Supervisors should consider the present need being expressed by county officials for additional office space, and to consider other factors like the age of the annex, maintenance costs, asbestos problems, and the future needs of county government, before spending money to meet ADA requirements.

NOTE: Dee Sears informed the ADA coordinator that her supervisor advised her against relocating drivers testing equipment to other locations to accomodate people with disabilities. This means that until the lower level of the annex is made accessible, she will not be able to provide drivers testing to some of the disabled. The ADA requires the county to accommodate the disabled with alternative measures until structural modifications are accomplished. She also stated that she has difficulty accommodating individuals in wheel chairs for their eye test since the wheel chairs bump up against the table and they can't get close enough to the eye testing apparatus.

III. INTERIOR

A. Survey recommended:

1. That the two current drinking fountains, one on the lower level and one in the department of Social Services, be replaced with accessible fountains.
2. Even though the counter top at the department of Social Services is too high, no alteration is recommended. It is recommended, however, that a clipboard be made available to wheelchair users.
3. The bookshelf at the child support services entrance should be moved in order to meet the ADA minimum 32" clear entrance space requirements.

B. Options considered by the committee:

1. No additional options considered except as noted in paragraph C1 below.

C. Committee recommends:

1. The installation of a dixie cup rack to be placed in close proximity to drinking fountains on both floors. When drinking fountains wear out they should be replaced with accessible fountains.
2. A clipboard be made available to wheelchair users in the Social Services department.
3. The bookshelf at the child support services entrance be moved to meet the ADA minimum 32" clear entrance space requirements.

IV. RESTROOMS

A. Survey recommended:

1. The restrooms, men and women's on both levels, to be modified to meet ADA guidelines.

B. Options considered by the committee:

1. Expand the size of the restrooms that are located on both levels and install fixtures (grab bars, etc.) that meet ADA guidelines.
2. Remove the partitions and install locks on restroom entry doors. This would be less costly but would allow only one person at a time to use the facilities.

C. Committee recommends:

1. The solution provided in paragraph B2 as a temporary measure until a determination can be made regarding the inconvenience that would be imposed on employees and the public.

V. GENERAL RECOMMENDATIONS/SUGGESTIONS

A. Survey recommended:

1. An evacuation plan for people with disabilities be prepared to ensure they can escape county facilities in case of fire, severe storms, and/or other emergencies.

B. Options considered by the committee:

1. Committee did not consider any additional options.

C. Committee recommends:

1. Prepare an evacuation plan for people with disabilities that will help ensure they can escape to safety in case of fire, severe storms, or other emergencies.

ADAMS COUNTY HASTINGS ROAD DEPARTMENT
415 NORTH ADAMS CENTRAL ROAD
HASTINGS, NE 68901

I. PARKING

A. Survey recommended:

1. An above ground sign with the international symbol of accessibility be placed directly in front of the current accessible space.
2. It is suggested the wording "Van Accessible" and "Permit required" be added.
3. The height of the sign be 48" to 60".

B. Options considered by committee:

1. No additional options considered.

C. Committee recommends:

1. An above ground sign, 48" to 60" in height, with the international symbol of accessibility be placed directly in front of the current accessible space.

II. ENTRANCE/RAMPS

A. Survey recommended:

1. No recommendations.

B. Options considered by committee:

1. No options considered.

C. Committee recommends:

1. No recommendations.

III. INTERIOR

A. Survey recommended:

1. No recommendations.

B. Options considered by committee:

1. No options considered.

- C. Committee recommends:
 - 1. No recommendations.

IV. RESTROOMS

- A. Survey recommended:
 - 1. No recommendations.
- B. Options considered by committee:
 - 1. No options considered.
- C. Committee recommends:
 - 1. No recommendations.

V. GENERAL RECOMMENDATIONS/SUGGESTIONS

- A. Survey recommended:
 - 1. No recommendations.
- B. Options considered by committee:
 - 1. No options considered.
- C. Committee recommends:
 - 1. No recommendations.

ADAMS COUNTY EMERGENCY PROTECTIVE
SERVICE/SHELTER/POOH CORNER
907 SOUTH KANSAS AVENUE
HASTINGS, NE 68901

I. PARKING

A. Survey recommended:

1. One accessible space with an above ground sign with the international symbol of accessibility be placed at the west main entrance closest to the proposed curb cut.

B. Options considered by the committee:

1. Cut curb and pave an area large enough to accommodate vehicles. This would allow individuals to embark/disembark with less danger from street traffic.
2. Utilize ramp on south side with a sign on the west side directing individuals in wheelchairs to the south entrance.
3. Place handicapped sign near curb or west side with a curb cut that would accommodate a wheelchair.

C. Committee recommends:

1. Same as paragraph A1 above. One accessible space with an above ground sign with the international symbol of accessibility be placed at the west main entrance closest to the proposed curb cut.

II. ENTRANCES/RAMPS

A. Survey recommended:

1. The west main entrance ramp be replaced, meeting ADA requirements.
2. Handrails be placed on both sides of all three entrance ramps.
3. A curb cut be placed on the west main entrance access route.

B. Options considered by the committee:

1. No additional options considered.

C. Committee recommends:

1. The west main entrance ramp be replaced, meeting ADA requirements.
2. Handrails be placed on both sides of all three entrance ramps.
3. A curb cut be placed on the west main entrance access route.

III. INTERIOR

A. Survey recommended:

1. Removal of all boxes and miscellaneous material on accessible routes to have at least 36" of clear traveling space.

B. Options considered by the committee:

1. No additional options considered.

C. Committee recommends:

1. Removal of all boxes and miscellaneous material on accessible routes to have at least 36" of clear traveling space.

IV. RESTROOMS

A. Survey recommended:

1. The east restroom be made accessible.
2. It is suggested that one of the bedroom units on the south wing have an accessible restroom.
3. It is also suggested that an accessible roll-in shower(s) for children be installed.

B. Options considered by the committee:

1. No additional options considered.

C. Committee recommends:

1. The east restroom be made accessible
2. One of the bedroom units on the south wing have an accessible restroom;
3. An accessible roll-in shower(s) for children be installed.

V. GENERAL RECOMMENDATIONS/SUGGESTIONS

A. Survey recommended:

1. An audio/visual emergency alarm system be installed.
2. Some staff learn sign language skills to communicate with any children who may have hearing loss.

B. Options considered by the committee:

1. No additional options considered.

C. Committee recommends:

1. An audio/visual emergency alarm system be installed.
2. Some staff learn sign language skills to communicate with any children who may have hearing loss.

A G E N D A

The purpose of this agenda is to identify the physical and procedural barriers that restrict individuals with qualified disabilities from obtaining the services, or from participating in the activities and programs that are administered by the County of Adams. It also helps the committee and other interested individuals to monitor the progress of the county in meeting the requirements established by the Americans with Disabilities Act.

DATE COMPLETED

ACTION REQUIRED

ITEM

Above ground handicapped parking signs	Ensure signs are ordered and installed.
Handicapped signs for restrooms and other areas	Determine what signs are needed. Ensure they get ordered and installed.
Goodwill Industries Survey	Prepare a list of barriers identified in survey for committee to review. Submit list with committee's recommendations to Board of Supervisors for consideration/action.
Employment Provisions	Prepare standardize form for all officials to complete. Ensure officials understand their responsibilities.
Policies and Practices	Compile data and take necessary action to correct.
Education/Training	Prepare letters and/or official county policy statements on following: 1. Procedure on use of TDD/computer modems. 2. Procedure on how to contact readers, interpreters, amanuenses, and other alternative communications assistance. 3. Accommodating routine and emergency evacuation procedures for disabled. 4. Conduct formal training as deemed necessary.
Services, Programs, Activities	Review all actions initiated by committee to determine if anything has been overlooked.
Evaluation	Establish procedures that will ensure: 1. All county employees and officials are complying with ADA and kept abreast of any changes that may occur.

ITEM

ACTION REQUIRED

DATE COMPLETED

- 2. That new employees are briefed/trained.
- 3. Inspect facilities periodically for physical barriers.

Joe Ballweg, Veteran Services
Adams County Court Annex
5th & Denver
Hastings, NE 68901

A.D.A. Accessibility Survey Proposal

Submitted by: Chuck Leach, Independent Living Specialist
Goodwill Center for Independent Living
1804 South Eddy
P.O. Box 1863
Grand Island, NE 68802-1863

The Goodwill Center for Independent Living is proposing to conduct an A.D.A accessibility survey at the Adams County Court House, the Adams County Court House Annex, the Adams County Day Care Center, and the Adams County Road Department office facility. The survey will cover the following areas: Parking; entrances/ramps; Interior routes and restrooms. We will conduct the survey within two weeks of the acceptance of our proposal, with a written report submitted 30 days from the actual survey date. Our report for each area will address three main areas:

1. Accessibility : This will detail current accessible accommodations.
2. Problems : This section will detail barriers that exist in relation to the A.D.A.
3. Recommendations: This section is our recommendations for the removal of barriers.

Our report will also include attached appendages of drawings, etc. as may be required. Our survey report will not include cost estimates. Our proposal fee for conducting the survey will be Five Hundred Fifty Dollars (\$550.00).

The Goodwill Center for Independent Living has since 1980 been in the forefront of providing technical assistance for accessibility issues in the Central Nebraska area. We are one of approximately 400 Independent Living Centers nationally that provides local services and programs to enable persons experiencing a severe disability to live independently. The Department of Justice and EEOC list our center as a contact for accessibility surveys and other technical assistance in relationship to the A.D.A.

Chuck Leach has 12 years of experience in accessibility issues and Independent Living. He has received over 80 hours of Advanced training on section 504, after which the A.D.A is modeled, and has over 40 hours of training on A.D.A. He has served on the Grand Island Mayors committee on disability issues, the Nebraska State Independent living council and our Region Developmental Disability council. He was also active both in the state and national level on passage of the A.D.A. Currently he is serving on the Nebraska commission for the Hearing impaired, Hi-vis text television advisory board. He is on the Advisory committee for the Nebraska Relay system and is president of the self-help group for Hard of Hearing people in the Grand Island area.

Page Two

We have conducted ADA accessibility surveys for Hall County, Merrick County, Ore-Ida foods, Eakes Office Equipment, Torin Products, The Nebraska Truck Center, Hamilton R.V. Park West, Spelts Schultz Lumber, Skagway Inc., Home Federal Savings and Loan and Stuhr Museum.

We have also conducted accessibility surveys for several churches, although they do not fall under A.D.A. guidelines. They are the First Baptist Church in Grand Island and the Messiah Lutheran Church in Grand Island.

GOODWILL CENTER FOR INDEPENDENT LIVING

ACCESS SURVEY REPORT

ESTABLISHMENT : Adams County Annex

SURVEYOR(s) : Chuck Leach I.L. Specialist
Joe Mundil Housing Coordinator

CONTENTS : I - Parking
II - Entrances/Ramps
III - Interior
IV - Restrooms
V - General Recommendations

RECOMMENDATIONS: These recommendations are based on Title II of the Americans with Disabilities Act of 1990 and the Americans with Disabilities Act Accessibility Guidelines.

Title II does not require a public entity to remove all barriers from existing facilities, but it does require a public entity to operate each service, program and activity so that each service, program and activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

Our survey will document architectural and communication barriers of architectural nature. The public entity must decide which, if any, barriers it will remove in order to make its services, programs and activities accessible.

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I: PARKING

Accessibility : There are two (2) designated accessible parking spaces in the Annex Parking lot. The spaces meet ADA requirements for width. Each space has an access aisle at least 96" in width.

Problems : There is no posted above ground sign with the universal symbol of accessibility.

Recommendation: It is recommended that an above ground sign is posted at each designated space. The signs should be from 48" to 60" in height and have the international symbol of accessibility. It is suggested that the wording "Van accessible" and "permit required" be added. (see attached appendage A for signage).

II: ENTRANCES/RAMPS

Accessibility : There are ramps to both lower level and second level services. The ramps have handrails, positioned on both sides. Both ramps are slip resistant. All steps meet ADA height requirements. Entrance door at lower level ramp meets width, opening and closure pressure guidelines. All thresholds for entrance doors meet requirements.

Problems : Ramps to both lower level and upper level services do not meet ADA gradient requirements. At the south lower level entrance door there is not adequate front and side clearance opening space on the entrance side. Door handle hardware on lower level south entrance does not meet ADA requirements.

Recommendation: It is recommended that both ramps be modified to meet ADA ramp requirements. (See attached appendage B for ramps). At the entrance side of the south lower level ramp should have 60" maneuvering space. It is recommended that the south lower level entrance manual door be replaced with either an automatic door or power assisted door. (see attached appendage C for power assisted or automatic doors). If the decision is made to keep the current manual door, that door should be replaced with one of the following type of hardware; lever operated, push type or U shaped.

III. INTERIOR

Accessibility : All interior aisles on lower level meet ADA requirements and are accessible. The conference rooms on the lower level also meet ADA requirements.

Problems : The drinking fountains on both levels are not accessible. The Veteran service officer's north door entrance hardware does not meet ADA requirements. At the child support services entrance, there is a bookshelf behind the door causing the door space to be less than the minimum 32" requirement. The counter top at the department of Social Services receptionist area is too high.

Recommendation: It is recommended that the two current drinking fountains, one on the lower level and one in the department of Social Services, be replaced with accessible fountains (see appendage D on accessible drinking fountains). Even though the counter top at the department of Social Services is too high, no alteration is recommended. It is recommended, however, that a clipboard be made available to wheelchair users. The bookshelf at the child support services entrance should be moved in order to meet the ADA minimum 32" clear entrance space requirements.

IV: RESTROOM

Accessibility : Both restrooms in upper and lower level are not accessible.

Problems : No accessible restrooms.

Recommendation: It is recommended that bathrooms, men and women's on both levels be modified to meet ADA guidelines (see appendage E on accessible restrooms).

V: GENERAL RECOMMENDATIONS/SUGGESTIONS

Accessibility :

Problems : No evacuation plan for individuals with a disability in case of an emergency.

Recommendation: It is recommended that a plan be developed for evacuation of people with disabilities in case of fire, severe storms and/or other emergencies.

GOODWILL CENTER FOR INDEPENDENT LIVING

ACCESS SURVEY REPORT

ESTABLISHMENT : Adams County Courthouse

SURVEYOR(s) : Chuck Leach I.L. Specialist
Joe Mundil Housing Coordinator

CONTENTS : I - Parking
II - Entrances/Ramps
III - Interior
IV - Restrooms
V - General Recommendations

RECOMMENDATIONS: These recommendations are based on Title II of the Americans with Disabilities Act of 1990 and the Americans with Disabilities Act Accessibility Guidelines.

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Our survey will document architectural and communication barriers of architectural nature. The public entity must decide which, if any, barriers it will remove in order to make its services, programs and activities accessible.

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1: PARKING

Accessibility : There is one designated on-street parking space with an above ground sign with an accessible route.

Problems : Not adequate number of on-street accessible parking spaces.

Recommendation: While ADA does not have any regulations concerning on-street parking, it is highly suggested that another accessible space and curb cut be located at the south main entrance. (see attached appendix F on curb cuts/curb ramp).

V: GENERAL RECOMMENDATIONS/SUGGESTIONS

Accessibility : Elevator that is accessible. Public telephone meets ADA requirements.

Problems : The elevator does not have any tactical signage. Drinking fountains are not accessible. No plan has been developed for emergency evacuation for individuals with a disability.

Recommendation: It is recommended that the first and second floor water fountains be made accessible (see appendage D for accessible drinking fountains). It is recommended that the elevators have tactical signage displayed on the inside and outside of the elevator (see attached appendix A on signage). It is recommended that a plan be developed for emergency evacuation for individuals with disability. This plan should take into consideration deaf and hard of hearing people. It is suggested that this plan be displayed on a public bulletin board. It is recommended that an audio/visual alarm system also be installed.

GOODWILL CENTER FOR INDEPENDENT LIVING

ACCESS SURVEY REPORT

ESTABLISHMENT : Adams County Emergency Protective Service Shelter

SURVEYOR(s) : Chuck Leach I.L. Specialist
Joe Mundil Housing Coordinator

CONTENTS : I - Parking
II - Entrances/Ramps
III - Interior
IV - Restrooms
V - General Recommendations

RECOMMENDATIONS: These recommendations are based on Title II of the Americans with Disabilities Act of 1990 and the Americans with Disabilities Act Accessibility Guidelines.

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Our survey will document architectural and communication barriers of architectural nature. The public entity must decide which, if any, barriers it will remove in order to make its services, programs and activities accessible.

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1: PARKING

Accessibility : None.

Problems : No designated accessible parking space(s).

Recommendation: It is suggested that one accessible space with an above ground sign with the international symbol of accessibility be placed at the west main entrance closest to the proposed curb cut. (See recommendations for curb cuts on exterior routes and entrances).

11: ENTRANCES/RAMPS

Accessibility : There are three ramps designated for use by individuals with a disability which are located on the north side, south side and at the west main entrance. The north and south ramps meet ADA gradient requirements.

Problems : The ramp on the west front entrance is in need of repair and does not meet ADA gradient requirements. All three ramps do not have handrailings. There are no accessible curb cuts.

Recommendation: It is recommended the west main entrance ramp be replaced, meeting ADA requirements. (See attached appendage B for ramps). It is recommended that handrails be placed on both sides or all three entrance ramps (see attached appendage G for rail height for children). It is recommended that a curb cut be place on the west main entrance access route.

111: INTERIOR

Accessibility : The playroom, eating facility, tornado shelter, hallways and doorways are accessible.

Problems : There are boxes and miscellaneous items located in the east hallway interior route.

Recommendation: All boxes and miscellaneous material on accessible routes should be removed. All interior accessible routes should have at least 36" of clear traveling space.

IV: RESTROOM

Accessibility : No accessible restrooms.

Problems : There are no accessible restrooms meeting ADA requirements.

Recommendation: It is recommended the east restroom be made accessible (see appendix H for restrooms for children). It is suggested that one of the bedroom units on south wing have an accessible restroom, as per appendage H. It is further suggested that an accessible roll-in shower(s) for children be installed. (See appendage I for roll-in shower for children).

ACCESS SURVEY

Adams County Courthouse

Page Two

II: ENTRANCES/RAMPS

Accessibility : There is an accessible ramp located near the south main entrance that meets ADA requirements. All entrance doors meet ADA requirements for width and clear opening space.

Problems : The inside door maximum pulling force should not exceed 5 lbs. but the inside vestibule door was 9 lbs. of opening force which exceeds the maximum requirement.

Recommendation: It is recommended that the inside vestibule south door pulling force be adjusted not to exceed 5 lbs. It is suggested that the outside door and vestibule door be automated in series.

III: INTERIOR

Accessibility : Services on all levels are open and accessible to all people with disabilities.

Problems : The sheriff entrance door does not meet ADA door hardware requirements.

Recommendation: It is recommended that the sheriffs office install lever type handles on the entrance door.

IV: RESTROOMS

Accessibility : The second floor restrooms for men and women are accessible.

Problems : The first floor men and women's restrooms are not accessible.

Recommendation: Because the men's and women's restrooms on the second floor are the only restrooms that are accessible, proper signage should be place on each door. (See attached appendix A for signage). The first floor facility directory should state that the accessible restrooms are located on the second floor.

ACCESS SURVEY

Emergency Protective Service Shelter

Page Three

V: GENERAL RECOMMENDATIONS/SUGGESTIONS

Accessibility : None

Problems : There is no audio/visual emergency alarm system.

Recommendation: It is recommended an audio/visual emergency alarm system be installed. It is also recommended that some staff learn sign language skills to communicate with any children who may have hearing loss.

GOODWILL CENTER FOR INDEPENDENT LIVING

ACCESS SURVEY REPORT

ESTABLISHMENT : Adams County Hastings Road Dept. Facility
SURVEYOR(s) : Chuck Leach, Independent Living Specialist
Joe Mundil, Housing Coordinator

CONTENTS : I - Parking
II - Entrances/Ramps
III - Interior
IV - Restrooms
V - General Recommendations

RECOMMENDATIONS: These recommendations are based on Title II of the Americans with Disabilities Act of 1990 and the Americans with Disabilities Act Accessibility Guidelines.

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Our survey will document architectural and communication barriers of architectural nature. The public entity must decide which, if any, barriers it will remove in order to make its services, programs and activities accessible.

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I: PARKING

Accessibility : There is one designated accessible space that meets A.D.A. width requirements and has an access isle 96" wide.

Problems : There is no above ground accessible parking sign.

Recommendation: It is recommended that an above ground sign be placed directly in front of the current accessible space. This sign must have the international symbol of accessibility. It is suggested the wording "Van Accessible" and "Permit required" be added. It is suggested the height of the sign be 48" to 60" in height.

II: ENTRANCE/RAMPS

Accessibility : All exterior routes and entrances are accessible.

Problems : None

Recommendation: None

III: INTERIOR

Accessibility : Interior routes are accessible.

Problems : None

Recommendation: None

IV: RESTROOM

Accessibility : Though the restrooms are not designated for public use, the restrooms are accessible.

Problems : None

Recommendation: None

V: GENERAL RECOMMENDATIONS/SUGGESTIONS

Accessibility : None

Problems : None

Recommendation: None