

Exhibit ‘A’
CITY OF WESTPORT
Non-Discrimination on the Basis of Disability
Policy and Procedures

Purpose

To establish policy and procedure to provide reasonable access to services, programs and activities of the City of Westport and a procedure with which a person with disabilities can identify and request resolution of accommodation within a service, program or activity of local government.

Policy

The City of Westport does not discriminate against any person on the basis of disability. It is the policy of the City to assure disabled persons the opportunity to participate in, or benefit from employment, services, activities and facilities, where possible. The City, upon request, will provide reasonable accommodation in compliance with the Americans with Disabilities Act (ADA) and the Washington Law Against Discrimination.

Definitions

Qualified Individual with disability ó An individual (1) with a disability who meets the essential eligibility requirements for the receipt of services or the participation in a program or activities provided to the public by the City of Westport, with or without reasonable modifications to rules, policies, or practices, the removal of architectural or communication barriers, or the provision of auxiliary aids and services (Section 504 of the Rehabilitation Act of 1973, as amended, 42 U.S.C. Section 12131 et seq., 28 CFR Part 35, the Americans with Disabilities Act of 1990, and RCW 49.60).

Reasonable Accommodation ó Modification or adjustment that enable an individual with a disability to enjoy equal benefits and privileges as are enjoyed by other individuals without disabilities, without placing an undue hardship on the operation of the City.

Notice

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990, the City of Westport does not discriminate against qualified individuals with disabilities on the basis of disability in the City’s services, programs or activities.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990, the City of Westport does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the Equal Employment Opportunity Commission under Title I of the ADA.

Effective communication: The City of Westport will, upon request, attempt to provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can

participate equally in the City's programs, services and activities. We strive to make information and communication accessible to people who have speech, hearing or vision impairments.

Modifications to Policies and Procedures: The City of Westport will make reasonable modifications to policies and programs to ensure that people with disabilities have equal opportunity to enjoy all City programs, services and activities. For example, individuals with service animals are welcomed in city offices and park, where animals are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication or modification of policies or procedures to participate in a City program, service or activity, should contact the person or department who scheduled the event as soon as possible but no later than 72 hours before the scheduled event. If you are not sure who you should contact, you may contact the ADA Coordinator identified in this notice.

The ADA does not require the City to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

The City will not place a surcharge on a particular individual with a disability or group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy.

ADA questions or complaints: The City of Westport has an ADA Coordinator and a grievance procedure. Those are intended to ensure that complaints are handled promptly. Equitable resolution is strived for through the review process. Please contact the ADA Coordinator with questions or complaints about the ADA compliance efforts.

ADA Coordinator/Compliance Officer:
Code Enforcement/Building Dept.
P O Box 505
Westport, WA 98595
360-268-0131
Email: cs@ci.westport.wa.us

Procedures:

1. The City of Westport's Code Enforcement/Building Dept. shall be the City's ADA Coordinator.
2. Requests for accommodation may first be directed to the individual responsible for the program, activity or service to which access is requested. Public Access Request for Accommodation Form, Attachment A-1, is provided but not required. The request must contain the individual requesting the accommodation, address, phone number, explanation of disability that limits the ability to participate in the program, service, or facility, and the proposed accommodation/resolution.
3. If access is not accommodated, a formal complaint must be submitted in writing to the ADA Coordinator according to the grievance procedure attached hereto as Exhibit B.
4. The City Clerk will maintain the files and records of the City of Westport related to ADA complaints filed and the log of the complaints.