

CITY OF EVANSVILLE
Department of Administrative Services

TO: ALL INTERESTED PARTIES AND THE GENERAL PUBLIC

DATE: January 8, 2004

SUBJECT: NOTICE OF ADA COMPLAINT PROCEDURE FOR GENERAL CITIZENRY

It is the policy of the City of Evansville, Indiana to not exclude qualified individuals with disabilities from participation in or benefiting from the services, programs or activities of the City. It is also the policy of the City not to discriminate against a qualified individual with a disability in its job application procedures; the hiring, advancement or discharge of employees; employee compensation; job training and other terms, conditions and privileges of employment.

It is the intention of the City to comply with all applicable requirements of the Americans with Disabilities Act. The City's TDD (Telecommunications Device for the Deaf) telephone number is (812) 436-4925.

The following person has been selected as the City of Evansville's American's with Disability Act coordinator:

George Fithian
Executive Director
Administrative Services
Civic Center Room 203
Evansville, IN 47708
(812) 436-4934

A complaint procedure has been established by the City of Evansville for any individual who believes he or she has received treatment inconsistent with the policies set forth above or any other requirement of the Americans with Disabilities Act (ADA) and may take the following steps:

- 1.) Contact the Executive Director of Administrative Services, the City's ADA coordinator. He will explain, see that an explanation is given, or forward information explaining the City's program, service, activity or employment practice that is the basis for the concern. The ADA coordinator can also provide information on how the City is attempting to comply with the ADA.
- 2.) File a complaint with the ADA coordinator. The ADA coordinator will provide information on the City's procedure for handling complaints based concerning the ADA. Complaint forms are located in Room 203 of the Civic Center.
- 3.) Appeals of decisions or other actions of the ADA coordinator are permitted under the complaint procedures. If the ADA coordinator does not adequately respond to a complaint to the individual's satisfaction, the complaint will be forwarded to the City's ADA compliance committee for review and appropriate action. Decisions of the compliance committee are final.
- 4.) Individuals have the right to initiate private lawsuits against the City as a means for compelling City requirements of the ADA.
- 5.) An individual may file a complaint with the U.S. Attorney General alleging discrimination in violation of the ADA, or after July 26, 1992, an individual may file a complaint alleging a violation of the ADA employment provisions with the Equal Employment Opportunity Commission.


Jonathan Weinzapfel, Mayor


George Fithian, Executive Director Administrative Services

4/28/04
Date

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Date