

October 10, 1984 7.a.

SECTION 504 GRIEVANCE PROCEDURE

ORDINANCE FOR ASHLAND COUNTY

The County Board of Supervisors of the County of Ashland, Wisconsin does hereby ordain as follows:

The County of Ashland adopts an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the Office of Revenue Sharing's (ORS) regulation (31 C.F.R. 51.55(d)(2) implementing Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), Section 504 states, in part, that "no otherwise qualified handicapped individual . . . shall, solely by reason of his handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance . . . ."

Complaints should be addressed to: Ashland County Treasurer, Courthouse, 201 West 2nd Street, Ashland, Wisconsin 54806 (715) 682 - 4707, who has been designated to coordinate Section 504 compliance efforts.

1. A complaint should be filed in writing or verbally if the complainant is unable to write, contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.
2. A complaint should be filed within thirty (30) days after the complainant becomes aware of the alleged violation. (Processing of allegations of discrimination occurring before this grievance procedure was in place will be considered on a case-by-case basis.)
3. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation will be conducted by the Ashland County Treasurer. These rules contemplate informal but thorough investigations, affording all interested person and their representatives, if any, an opportunity to submit evidence relevant to a complaint. Under 31 C.F.R. 51.55(d)(2), the County of Ashland need not process complaints from applicants for employment or from applicants for admission to post-secondary educational institutions.
4. A written determination as to the validity of the complaint and description of resolution, if any, shall be issued by the Ashland County Treasurer and a copy forwarded to the complainant no later than 60 days after its filing.
5. The Section 504 coordinator shall maintain files and records of the County of Ashland relating to the complaints filed.
6. The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the resolution. The request for reconsideration must be made within 15 days to Chairman, County Executive Committee, c/o Ashland County Clerk, Courthouse, Ashland County, Wisconsin 54806. The Executive Committee of the Ashland County Board of Supervisors is responsible for considering appeals and shall decide appeals within 90 days.

7. The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a Section 504 complaint with the Office of Revenue Sharing, U.S. Department of Treasury. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.

8. These rules shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards and to assure that the County of Ashland complies with Section 504 and the ORS regulations.

Dated at the City of Ashland, Wisconsin this 10th day of October, 1984.

*Carolyn Tander*

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*Robert Holmes*

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*Howard Pearson*

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This ordinance is submitted for consideration by the Ashland County Treasurer since the Revenue Sharing Handicapped Regulations require that a grievance procedure be established by Ashland County by October 17, 1984.