



PIMA COUNTY, ARIZONA

BOARD OF SUPERVISORS POLICY

Subject:

AMERICANS WITH DISABILITIES ACT

Policy
Number

D.30.2

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PURPOSE

To emphasize Pima County's commitment to compliance with the provisions of the Americans With Disabilities Act and the Federal Voting Accessibility Law.

In affirmation of its on-going commitment not to discriminate against individuals with disabilities, and as an expression of its intention to fully comply with the letter and spirit of the Americans With Disabilities Act and the Federal Voting Accessibility Law, Pima County will, subject to budgetary constraints, reasonably accommodate individuals with disabilities in the following areas:

A. Equal Employment Opportunity

1. Pima County will endeavor to recruit, hire, train, and promote in all job titles in a manner that does not unlawfully discriminate against qualified persons with disabilities.
2. Pima County intends to base employment decisions on principles of equal employment opportunity and nondiscrimination, as defined by relevant law.
3. Pima County will strive to ensure that all other personnel actions such as those involving compensation, benefits, company-sponsored training, tuition assistance, assignments, demotions, terminations, layoffs and recalls, and social recreation programs are administered, so as not to discriminate unlawfully against individuals with disabilities.
4. Pima County will engage in an interactive process to determine effective and reasonable accommodations for applicants and qualified employees with disabilities. If both the employee or applicant and the County agree upon an effective accommodation, the interactive process may be abbreviated. An interactive process is triggered when:
 - a. an employee or applicant or his/her representative gives notice that an accommodation is needed because of a disability; or
 - b. if the employee or applicant is unable to make such a request and the County knows of the existence of the disability and need for an adjustment at work; or
 - c. if the County believes that an individual may need an accommodation because of a disability to perform his/her job; and

- d. the County, in consultation with the individual to be accommodated, identifies potential accommodations and assesses the effectiveness each would have in enabling the individual to perform the essential functions of the position, have an equal employment opportunity in the hiring process, or enjoy a benefit of employment.

B. Access to Services and Accommodations

Pima County will undertake to provide services, programs and activities, when viewed in their entirety, that are readily accessible to and usable by individuals with disabilities.

C. Communications with Person with Disabilities

Pima County will endeavor to provide means of effective communication with applicants, participants and members of the public with disabilities.

D. Voting Accessibility

- 2. Pima County will undertake to provide that all polling places for all general, primary and special elections are accessible to and usable by voters with disabilities.
- 3. In the event a disabled voter is assigned to a polling place that cannot reasonably be made accessible, and the County receives timely notice of the inaccessibility, the County will provide an alternative means of casting a ballot on election day.
- 3. Upon request, the Elections Division will provide voting aids including large-type ballots and instructions and telecommunications devices.
- 4. The Elections Division is responsible for providing public notice designed to reach disabled voters regarding the availability of voting aids and the procedures for voting by early ballot. This notice will be provided not later than when general public notice of registration and voting is provided.

E. Non-retaliation

Pima County will not retaliate against any individual for making an accommodation request or for complaining of a violation of the Americans With Disabilities Act, the Federal Voting Law and/or this policy.