

ST. TAMMANY PARISH COUNCIL

RESOLUTION

RESOLUTION COUNCIL SERIES NO. C-1553

COUNCIL SPONSOR: STEFANCIK/PRESIDENT PROVIDED BY: FINANCE

A RESOLUTION ADOPTING HANDICAP POLICY AND GRIEVANCE PROCEDURES.

WHEREAS, St. Tammany Parish Government ("STP") has been awarded \$1,000,000 in FY 2005 Louisiana Community Development Block Grant ("LCDBG") funds to provide upgrades to Sewer District #6's wastewater treatment facility in the Abita community which will double its capacity, upgrade the main pump station and upgrade the lift station, and

WHEREAS, the LCDBG program requires all grant recipients to adopt by resolution Handicap Policy and Grievance Procedures.

THE PARISH OF ST. TAMMANY HEREBY RESOLVES to adopt the attached Handicap Policy and Grievance Procedures.

THIS RESOLUTION HAVING BEEN SUBMITTED TO A VOTE, THE VOTE THEREON WAS AS FOLLOWS:

MOVED FOR ADOPTION BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_

YEAS:

NAYS:

ABSTAIN:

ABSENT:

THIS RESOLUTION WAS DECLARED ADOPTED ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2005 AT A REGULAR MEETING OF THE PARISH COUNCIL, A QUORUM OF THE MEMBERS BEING PRESENT AND VOTING.

\_\_\_\_\_  
STEVE STEFANCIK, COUNCIL CHAIRMAN

ATTEST:

\_\_\_\_\_  
DIANE HUESCHEN, COUNCIL CLERK

## ST. TAMMANY PARISH

## HANDICAP POLICY AND GRIEVANCE PROCEDURES

The St. Tammany Parish Government does not discriminate against any handicapped individual or group in any of its policies, practices, programs, activities and procedures.

The St. Tammany Parish Government has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the regulation of the U.S. Department of Housing and Urban Development, 24 CFR Part 8, implementing Section 504 of the Rehabilitation Act of 1973, as amended (Public Law 93-112). Section 504 states, in part: "No otherwise qualified handicapped individual... shall, solely by reason of his handicap be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." To further assist those who may have a grievance concerning Section 504 compliance, Bruce Crouch, Director of Facilities Management, has been designated to coordinate the efforts of the Parish to comply with requirements of Section 504 and its implementing regulation, 24 CFR Part 8.

- 1) Complaints should be in writing, contain the name and address of the person filing it, and briefly describe the action alleged to be prohibited by the regulation.
- 2) Complaints should be filed in the office of the Section 504 Coordinator within a reasonable time after the person filing the complaint became aware of the action alleged to be prohibited by the regulation.
- 3) The Section 504 Coordinator will review the complaint and conduct such investigation of complaint as may be appropriate to determine its validity and submit a recommendation to the Parish Government within fifteen (15) days of receiving the complaint.
- 4) The Parish Government will make a decision concerning the complaint within thirty (30) days after receiving the Section 504 Coordinator's recommendation.
- 5) The Section 504 Coordinator will respond to the complaint in writing ten (10) calendar days after the Government reaches their decision.
- 6) The Section 504 Coordinator shall maintain the files and records of the Parish Government relating to complaints filed hereunder. The Section 504 Coordinator may assist with the preparation and filing of complaints.
- 7) The right of a person to 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 complaints with the Department of Housing and Urban Development or other Federal or State agencies. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.

Complaints may be forwarded for disposition to the:

Office of Fair Housing and Equal Opportunity  
Department of Housing and Urban Development  
Washington, D.C. 20410

Complaints may also be filed at any Regional or Field Office of the Department such as:

Department of Housing and Urban Development  
Regional Office  
Fair Housing and Equal Opportunity Division  
Post Office Box 2905  
Fort Worth, TX 76113-2905

- 8) Determinations made under these procedures shall be liberally constructed to protect the substantial rights of interested persons, to meet appropriate due process standards and to assure the compliance of the Government with Section 504 and its implementing regulation.