



POLICY

CATEGORY:	Workforce Programs- General	No: 4.0.118.02
TITLE:	Accessibility	
SUPERSEDES:	4.0.118.01, dtd June 29, 2012	
EFFECTIVE:	February 21, 2019	
BOARD APPROVAL:	February 21, 2019	
DATE OF LAST REVIEW:	Dec. 17, 2018	

I. PURPOSE:

To establish the requirement that the facilities and all services, programs and activities of Workforce Solutions of the Coastal Bend services shall be accessible to all individuals

II. DEFINITIONS:

Accessibility -Accessibility is a general term used to describe the degree to which a person is able to access and benefit from a system, product, device, service, program, activity or environment. Accessibility is strongly related to “universal design.”

Universal Design - Refers to broad-spectrum ideas meant to produce buildings, products and environments that are inherently accessible to both people without disabilities and people with disabilities.

Reasonable Accommodation - Refers to any modification or adjustment not imposing a disproportionate or undue hardship to a job or the work environment and/or program, service or activity available to a person with a disability that will enable a qualified applicant or employee or job seeker with a disability to fully participate in the application process or to perform essential job functions or fully in a program, service activity. Reasonable accommodation also includes adjustments to assure that a qualified individual with a disability has rights and privileges and access equal to those without disabilities.

Undue Hardship - Refers to a reasonable accommodation which would be unduly costly, extensive, or substantial, or would fundamentally alter the nature or operation of the program, service, activity or operation of the business.

III. POLICY STATEMENT:

Workforce Solutions of the Coastal Bend shall anticipate the needs of people with various physical, mental, and sensory disabilities and ensure accessibility and full, and equal meaningful participation by all customers with or without disabilities to all critical services, programs, activities and environments.

The Board('s):

- affords a qualified individual with a disability the opportunity to participate in services or training that is equal to or as effective as that provided to others.
- does not provide different, segregated, or separate services or training to individuals with disabilities unless such action is necessary to provide qualified individuals with disabilities with services or training that are as effective as those provided to others.
- does not deny a qualified individual with a disability the opportunity to participate as a member of the local planning or advisory Board.
- does not directly or through contractual or other arrangements perpetuate discrimination against qualified individuals with disabilities by providing significant assistance to an agency, organization or person that discriminates on the basis of disability.
- licensing and certification programs are administered in a manner that is not discriminatory on the basis of disability.
- eligibility criteria that screen out or tend to screen out an individual or class of individuals with a disability are not imposed unless such criteria can be shown to be necessary for the provision of the aid, benefit, service, training, program, or activity being offered.
- provides reasonable accommodation to qualified individuals with disabilities in the following specified populations: applicants, registrants, eligible applicants/registrants, participants, employees or applicants for employment unless providing the accommodation would cause undue hardship.

reasonable accommodations, including auxiliary aids and services are available upon request to individuals with disabilities.

IV. PROCEDURES:

Requests for Proposals (RFPs) issued by the Board shall contain language stating necessary compliance with this policy.

Board contracts and agreements with service providers shall contain assurances that the service providers will comply, throughout the term of the contract with the applicable rules and regulations.

V. RELATED POLICY INFORMATION:

Rehabilitation Act of 1973, as amended, Section 504

Americans with Disabilities Act (ADA) of 1990

29 CFR Part 38

29 CFT Part 32 B & C

Americans with Disabilities Act Amendments Act of 2008 (ADAAA)

VI. RESPONSIBILITIES:

The Contract Manager shall ensure that Contacted Service Providers are aware of and comply with the requirements of this policy.

Board staff shall conduct accessibility surveys annually on all contractor sites.

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Date: 11/13/2014
Last Review: 12/17/2018

**VII. FORMS AND INSTRUCTIONS:
N/A**

VIII. DISTRIBUTION:

Board of Directors

Board Staff

Service Provider Staff

IX. SIGNATURES:

Reviewed by EO Officer

Date

President/CEO

Date