



## AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE NOTICE

In accordance with the requirements of title II of the Americans with Disabilities Act of 1990 ("ADA"), St. Charles County Government will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

**Employment:** St. Charles County does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the ADA.

**Effective Communication:** St. Charles County will generally, upon request, provide appropriate assistance leading to effective communication for qualified persons with disabilities so they can participate equally in the County's programs, services, and activities, including qualified sign language interpreters, written, audio, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

**Modifications to Policies and Procedures:** St. Charles County will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in County buildings and offices, even where pets are generally prohibited.

**Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity should contact the involved office or department directly as soon as possible but no later than 48 hours before the scheduled event. Additionally, Request for Accommodation forms are available at County offices, through the Department of Human Resources, ADA Coordinator, 201 N. Second, Room 522, or on the County website [www.sccmo.org/hr](http://www.sccmo.org/hr).**

**The ADA does not require St. Charles County Government to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.**

Complaints that a program, service, or activity of St. Charles County is not accessible to persons with disabilities should be directed to St. Charles County Human Resources, ADA Coordinator, 201 N. Second St. Room 522, St. Charles, MO 63301. An ADA Grievance Procedure Form is available on the County website [www.sccmo.org/hr](http://www.sccmo.org/hr) or in Human Resources.

CONTACT INFORMATION:      ADA COORDINATOR  
ST. CHARLES COUNTY HUMAN RESOURCES  
201 N. SECOND, ROOM 522  
ST. CHARLES, MO 63301  
PHONE: 636-949-7320  
FAX: 636-949-7322

TTY Users should access the County through Missouri Relay: 1-800-735-2966