



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 9/17/2019

Agenda Placement: 6D

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Steven Lederer - Director of Public Works
Public Works

REPORT BY: Liz Habkirk, Deputy Dir. of PW-Gen Services - 259-8321

SUBJECT: Acceptance of the ADA Transition Plan and Self-Evaluation

RECOMMENDATION

Director of Public Works requests adoption of the County's updated Americans with Disability Act (ADA) Self-Evaluation and Transition Plan pursuant to Title II of the ADA.

EXECUTIVE SUMMARY

The Americans with Disabilities Act (ADA) requires a public entity to reasonably modify its policies, practices and procedures to avoid discrimination against people with disabilities. The County's updated ADA Self-Evaluation and Transition Plan ("Plan") will support the County in fulfilling the requirements set forth in Title II of the ADA. Based on a comprehensive review of every department, division, and program that provides services to the public, the Plan identifies policy, program, and physical barriers to accessibility and provides guidance in developing barrier removal solutions to facilitate the opportunity of access to all individuals. Staff will use the Plan to provide recommendations to the Board of Supervisors to remove barriers through a combination of policy and procedure changes, property maintenance tasks, staff training, and planned facility and roads capital projects.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	General Liability
Is it Mandatory or Discretionary?	Mandatory

Is the general fund affected?	Yes
Future fiscal impact:	Identified barriers will be removed through a combination of policy updates, Property Management maintenance projects, staff training, and planned facility and road capital projects. Budgets will be updated annually to reflect the planned work.
Consequences if not approved:	The County would not be in compliance with the Americans with Disabilities Act which could impact access to state and federal funding.
County Strategic Plan pillar addressed:	Effective and Open Government - Strengthen effective, efficient and fiscally responsible County operations.
Additional Information:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Americans with Disabilities Act (ADA) requires a public entity to reasonably modify its policies, practices or procedures to avoid discrimination against people with disabilities. In 2017, the Board approved a professional services contract with MIG, Inc. to assist the County in preparing an update to its ADA Self-Evaluation and Transition Plan ("Plan") and help ensure the County's compliance with Title II of the ADA. The Plan update process included an evaluation of all County policies, programs, and activities offered to the public to identify issues which may be discriminatory to people with disabilities. The final document identifies those issues and outlines a strategy for the County to progress towards compliance with the ADA Standards. By law, the Plan must include:

- | a list of barriers in County facilities that limit the accessibility of programs, activities, or services;
- | a detailed outline of feasible methods to remove these barriers and make the facilities accessible;
- | a schedule for taking the necessary steps to remove barriers;
- | the opportunity for the public to provide comment on the Plan; and
- | the name of the individual responsible for the Plan's implementation.

The evaluation process encompassed staff questionnaires, key personnel discussion groups, MIG's review of policies, programs, and right-of-way standards, facility evaluations and diagram preparation, public focus group meetings, and a public process for commenting on the draft Plan. The information compiled was used to develop priority levels for barrier removal that included:

- | level of use by the public
- | program uniqueness
- | geographic distribution
- | public gathering and meeting spaces
- | community rights and responsibilities; and
- | identified accessibility needs

The Plan proposes a 15-year strategy for removing facility barriers systematically based on the established program priorities. Barriers were organized into three categories: maintenance projects, small capital projects, and large capital projects. Most maintenance projects are scheduled to be completed within the first 5-year phase of the schedule. Small and large capital projects would be scheduled by facility for later phases based on the program priorities. Similarly, the removal of public right-of-way barriers is proposed on a fifteen-year strategy which includes ongoing review and removal of barriers during implementation of the pavement management program.

Also, under the broad policies outlined in this Plan, staff would develop an implementation strategy to ensure that documents created by the County are accessible to all members of the public.

Finally, the County has established an ADA Coordinator within the Risk Management Office to take responsibility for implementation of the Plan. Within the responsibilities of the ADA Coordinator is the establishment of an ADA Liaison Group with representatives of each Department to increase the awareness of accessibility issues and to help implement appropriate changes at a programmatic level. The ADA Coordinator will also be establishing training to help staff with customer service responsibilities understand the County's obligation towards access. Training will also be made available to maintenance and engineering staff to ensure incorporation of barrier removal into future maintenance and capital projects.

With today's approval of the ADA Self-Evaluation and Transition Plan, the County is meeting the obligation of compliance with Title II of the ADA. As the implementation process moves forward, staff would be including recommendations in future project and operational budgets to meet the barrier removal schedule. The ADA Coordinator will be tasked with monitoring progress on Plan implementation and providing updates as needed.

SUPPORTING DOCUMENTS

A . ADA Self-Evaluation & Transition Plan Draft

CEO Recommendation: Approve

Reviewed By: Leigh Sharp