

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

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

Employment: **The City of Grove** 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.

The City of Grove will make reasonable accommodations on a case-by-case basis to current employees and applicants seeking employment:

- a. An employee with a disability may request a Reasonable Accommodations from his/her supervisor or the HR Director;
- b. An applicant with a disability may request Reasonable Accommodations to assist them through the application, interview and pre-employment testing process from the HR Director;

Effective Communication: **The City of Grove** will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in City of Grove programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: **The City of Grove** 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 the City of Grove 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 of **the City of Grove** should contact the office of the **City Clerk** as soon as possible but no later than 48 hours before the scheduled event.

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

The City of Grove has established a Grievance Procedure in accordance with ADA. To obtain a copy of the Grievance Procedure or to report complaints that a program, service, or activity of **the City of Grove** is not accessible to persons with disabilities please contact the ADA Compliance Officer, John Fasano at City Hall, 104 W. 3rd, Grove, OK 74344 or 918-786-6107. ADA information is available on the city's website at www.cityofgrove.com.

The City of Grove will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.