

**SANTA BARBARA COUNTY
AGENDA BOARD
LETTER**

Agenda Number:

Department: Office of the County Administrator
Budget Unit: 0130 - 3000
Agenda Date: April 5, 1994
Placement: Departmental
Estimated Time: 5 minutes
Continued Item: NO

Clerk of the Board of Supervisors
Room 407 105 E. Anapamu Street
Santa Barbara, CA 93101
(805) 568-2240



TO: Board of Supervisors

FROM: Kent Taylor, County Administrator
Office of the County Administrator

STAFF

CONTACT: Patricia E. Montemayor, Affirmative Action Officer x 3423
Deborah Karoff, Assistant Personnel Director x 2816

SUBJECT: AMERICANS WITH DISABILITIES ACT (ADA) - SELF EVALUATION REPORT
AND TRANSITION PLAN

RECOMMENDATIONS:

C.A. Recommendation: _____

That the Board of Supervisors:

- A. Adopt and file the ADA Self Evaluation Report and Transition Plan (Exhibit A).
- B. Adopt revised language for the ADA/504 Grievance Policy (Exhibit A - Appendix K).

EXECUTIVE SUMMARY & DISCUSSION:

The ADA Self Evaluation Report and Transition Plan was developed in compliance with state and federal legislation requiring such evaluations and action plans. The report was completed in a collaborative manner with various departments and the consumer community via public workshops, surveys and written comments.

It establishes a recommended priority plan for disabled access projects for County-owned and operated services facilities and parks, and gives estimated costs for those projects. The buildings and parks priority plans are based on a five year time frame using considerable input from the consumer community.

We are pleased to bring this report to your Board for final adoption, and thank all those listed in the report who participated as evaluators, preparers and contributors to the document.

MANDATES & SERVICE LEVELS: No change in programs or service level.

Subject: AMERICANS WITH DISABILITIES ACT (ADA) - SELF EVALUATION REPORT AND
TRANSITION PLAN

Agenda Date: April 5, 1994

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FISCAL IMPACT: The Transition Plan identifies various costs associated with bringing existing buildings into disability access compliance. Your Board has approved annual funding from \$150,000 in F.Y. 1987-88 to \$25,000 in F.Y. 1993-94 for disabled access in the Capital Projects work plan. The intent is that existing accrued monies (\$283,000) be used to fund the facilities and parks priority plans, and that future allocations be addressed annually by your Board through the budget process.

SPECIAL INSTRUCTIONS: None.

Concurrences:

Personnel

General Services (Risk Management, Capital Projects, Communications, Real Property)

Parks

Building Official

State Department of Rehabilitation

County Counsel

All County Departments participated in the Self-Evaluation Survey

cc: ☛ Mary Ellen Barilotti, Deputy County Counsel
 ☛ State Department of Rehabilitation (Santa Barbara, Lompoc, Santa Maria)
 ☛ Barry Stotts, Community Access Network
 ☛ Peter Robertson, Access Unlimited

SANTA BARBARA COUNTY

AMERICANS WITH DISABILITIES ACT



**SELF-EVALUATION REPORT AND
TRANSITION PLAN**

Adopted by: The Board of Supervisors

First District, Naomi Schwartz
Second District, Tom Rogers
Third District, Willy Chamberlin
Fourth District, Tim Staffel
Fifth District, Mike Stoker

April 5, 1994

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SANTA BARBARA COUNTY
ADA Transition Team

The evaluators and preparers of this document were:

- ◆ Deborah Karoff, Assistant Personnel Director, Personnel Department
- ◆ Coleen Lund, Civil Engineer, Park Department
- ◆ Patricia Montemayor, Affirmative Action Officer, Office of the County Administrator
- ◆ Ron Sorgman, Architect (Capital Projects), General Services Department

Contributors:

- ◆ Frank Breckenridge, Building Official, Planning and Development Department
- ◆ Dennis Kirby, Communications Manager, General Services Department
- ◆ David Hardy, Real Property Manager, General Services Department
- ◆ Peter M. Robertson, MA, CPCM, President - Principal Consultant, Access Unlimited
- ◆ Barry Stotts, Volunteer, Community Access Network, Volunteers Sponsored by the California State Department of Rehabilitation
- ◆ Jeff Stone, Deputy Park Director, Park Department
- ◆ Rick Wheeler, Deputy Park Director, Park Department

Public Review

This document was prepared in compliance with state and federal guidelines, and subsequent to adoption by the Board of Supervisors will be available for public review in alternate formats, (i.e., audio tape and large print) at the following locations:

☛ **South Coast:** County Affirmative Action Office, 105 East Anapamu Street, Room 104, Santa Barbara, CA 93101, (805) 568-3410*, FAX (805) 568-3272.

☛ **Central County:** Third District Supervisor's Office, 1745 Mission Drive, Solvang, CA 93463, (805) 686-5095*, FAX 686-8130

☛ **North County:** Fourth District Supervisor's Office, 401 East Cypress Avenue, Lompoc, CA 93436, (805) 737-7700*, FAX 737-7703

Fifth District Supervisor's Office, 511 East Lakeside Parkway, Santa Maria, CA 93454, (805) 346-8400*, FAX 346-8404

* Text telephones are unavailable in these offices. Instead use CRS (800) 735-2929 Text Telephone.

I. INTRODUCTION

A. Legal Considerations - The Federal Americans with Disabilities Act (ADA), Public Law 101-336 of 1990 (42 U.S.C. § 12101 et seq.) and the California Fair Employment and Housing Act (Chapter 6, Article 1, § 12940) guarantees equal opportunity for persons with disabilities in employment, public and private services, transportation, and communications.

B. County's Intent - In 1987 pursuant to Sections 503 and 504 of the Federal Rehabilitation Act of 1973, the County of Santa Barbara adopted a program to ensure non-discrimination against disabled persons and identified affirmative action requirements as well. In 1987 the County began a five year capital plan developed to address access for the disabled within County facilities. In 1990 the County reiterated its intent by adopting the Affirmative Action Plan which identified further commitment to ensuring Affirmative Action requirements and non-discrimination based on disability. To continue this commitment, the County has taken several and will continue to take administrative measures to ensure compliance with the ADA (42 U.S.C. § 12101), including the preparation of this Self-Evaluation Report and Transition Plan. All policies, programs, services, and/or practices have been reviewed to ensure that they do not discriminate against persons with disabilities.

Upon review, the County is committed to modifying, as soon as feasible, any policies, programs, services or activities, and practices that are

determined to be inconsistent with federal and state law.

The appendices contain copies of documents referred to within the body of this Self-Evaluation Report and Transition Plan.

II. SELF-EVALUATION PROCESS AND IMPLEMENTATION

A. **Process** - In early 1992 the County Administrator appointed the Affirmative Action Officer and Assistant Personnel Director as the ADA Transition Plan Leaders. By mid-1992 the ADA Co-Leaders recruited an Architect from Capital Projects, (previously) Public Works Department and a Civil Engineer from the Park Department as members of the ADA Transition Plan Team. In mid-November 1992 a Self-Evaluation Questionnaire (Appendix A) was forwarded to all county departments to evaluate current services, policies and practices. A separate survey was required for every building and park facility where public services were rendered. Based on responses to the survey, a Self Evaluation Survey matrix was developed identifying the results (Appendix B).

Evaluations were conducted by departments that have primary responsibilities under the ADA. The Personnel Department is responsible for Title I relating to employment, the Affirmative Action Office is responsible for investigating discrimination complaints and grievances, the Capital Projects Division of the General Services Department is responsible for County facilities (new and remodeled), the Park Department manages the

County's recreational areas, the Building and Development Division of the Resource Management Department is responsible for ensuring building code compliance in the unincorporated areas of Santa Barbara County, the Real Property Division of the General Services Department manages County leased property, the Communications Division of the General Services Department manages the various communication functions within county government.

Each of these Departments or Divisions is responsible for evaluating, monitoring, and correcting County practices or procedures so as to achieve compliance with the ADA.

B. Employment - County Personnel Department - The Personnel Department is responsible for Title I of the Americans with Disabilities Act. Title I covers employment issues for persons with disabilities. During 1992, the Personnel Department completed the following tasks:

1. Reviewed forms to ensure compliance - Job application, Physical Factors Checklist, and Medical History Questionnaire.
2. Revised language for the job bulletins and testing notices announcing testing and accommodation information.
3. Installed a Telecommunications Display Device (TDD), (805-568-2800), in the department offices and trained appropriate staff on its use.
4. Provided disability awareness training to Personnel Department staff.
5. Reviewed collective bargaining agreements with employee organizations.

6. Revised and distributed "Guidelines for Selection Interviewing" to all county departments. The guidelines provide departments with the tools to describe the essential functions of the jobs which can be used to assess applicants and employees, including those with disabilities, relative to any reasonable accommodation that may be necessary.
7. The Board of Supervisors' in 1993 adopted an ordinance formally creating the Occupational Health Council (Appendix C). The Occupational Health Council consists of department heads and/or key personnel from the following departments: County Administrator; Tax-Collector/Treasurer/Retirement; General Services/Risk Management; Health Care Services; County Counsel; Personnel and Affirmative Action Office. The purpose of the Council is to develop policy and coordinate activities and procedures regarding issues of occupational health for applicants and employees. In addition, the Council works with departments to evaluate and assess reasonable accommodation requests and issues (Appendix D).

Tasks near completion by the Personnel Department are:

8. Training for County departmental staff of Guidelines for Selection Interviewing. Training will occur in the Summer of 1994.
9. Internal procedures regarding reasonable accommodation need to be developed, and subsequent training on these procedures will need to

be developed as well. Procedures will be done by the Summer of 1994. Training will occur shortly thereafter.

- C. Discrimination Complaints and Grievances - Affirmative Action Office - In 1987 the Affirmative Action Office was designated as the 504 Coordinator for the County via the 504 Plan adopted by the Board of Supervisors in 1987, and is responsible for accepting and ensuring the investigation and resolution of complaints and client grievances. The Affirmative Action Officer has developed County bulletin board posters and ensures that State and Federal Disability posters are provided to County departments for posting. The Federal poster is available in audio tape format. By July 1994 County and State posters will be available in audio tape format as well.
- D. Program Services - Physical (architectural) barriers that limit access to or usability of public programs or services were identified at the Health Care Services, Community Health Clinic, and Franklin Clinic. The clinic accommodates people with access disabilities by providing services in more accessible areas at the site.
- E. Physical Obstacles and Access Barriers
1. General Services Department (Capital Projects Division) - County Buildings and/or Facilities - The primary affect that the current ADA requirements have on completed projects to date is in the requirements that signage for permanent rooms or spaces must include Braille and raised lettering. Accordingly, an update of the

1987 Facilities Access Priority Plan will be used as the foundation for comparison and to assist in the development of this Transition Plan. Pursuant to Section 504 of the Rehabilitation Act, the County adopted the Priority Plan to improve access to all buildings used by the County to conduct business.

In 1986 the Board of Supervisors approved and funded an initial five year program in the amount of \$150,000 per year for a total of \$750,000. Since that time, an inspection tour of all facilities was conducted to evaluate and assess the level of access and a priority plan (Appendix E-2) was developed based on the most frequently used buildings. A list of the projects completed as part of this program to date are:

- a. Lompoc Civic Center
- b. Santa Barbara Administration Building
- c. Santa Barbara Superior Courthouse (Phase 1 of a multi-phased project)
- d. Santa Barbara Municipal Court
- e. Santa Barbara Juvenile Hall
- f. Fire Administration Building
- g. Santa Barbara Probation Department
- h. Solvang Veterans Memorial Building

i. Lompoc Health Care Services in the Veterans Memorial Building

j. Casa de la Mural, 4570 Calle Real (formerly day treatment for Mental Health Services)

Other facilities that have been built or restored include the following:

k. The buildings at Morrison Street in Santa Maria that housed the Social Services Department, Health Care Services and the Probation Department were replaced by entirely new buildings at the Betteravia Government Center.

l. The Solvang office building and courthouse construction has been completed and has dramatically improved the access throughout the building.

m. The San Antonio Building in Santa Barbara (Old Main Hospital) was renovated and included new accessibility features.

n. The Santa Maria Municipal Courthouse includes all the current accessibility features. The Cook and Miller Street Court complex has an accessibility study on file that has been partially implemented.

o. The Lobero Theatre has completed a master plan which includes access improvements to the facility. When

fund raising is completed, the multi-phased construction program will begin. This project is administered by the Lobero Foundation, under the direction of the County Park Department through a 99-year lease.

- p. The County Bowl has nearly completed a master plan which includes many access improvements. This long range plan will commence as soon as funding can be made available. Multiple funding options are being considered through the private sector.
- q. The Health Care Campus has an accessibility study for the two major facilities which was completed in July of 1991. A priority system was established, and the County is in the process of proceeding with limited implementation of this program. The construction cost alone to implement this program amounts to \$250,000. This project is on going and is an immediate priority.
- r. The Veterans Memorial Building in Santa Barbara is currently out to bid. This fire reconstruction work will include improved accessibility features.
- s. The Santa Barbara Courthouse Master Plan addresses the long range needs of the entire building. Access improvements required are in two separate wings, (i.e.,

the old jail wing and the service wing), of the building that were not included in the Phase 1 work of the multi-phased project.

Accessibility training was held as follows:

☞ On July 21, 1993 the County Clerk-Recorder and Superior Court Administrator conducted a workshop in collaboration with Able Advocates. The goal was to raise the awareness of accessibility and to lower the bias of barriers to public and private buildings. Approximately 35 people attended.

☞ On August 12, 1993 the County Public Works Department conducted an eight-hour training session, in collaboration with representatives from the California Office of State Architect and the State Department of Rehabilitation. Over 100 people attended from County departments, private construction and/or architectural firms, as well as people from the community with disabilities. The training session addressed accessibility concerns of public works and building professionals.

2. Park Department - County Park Facilities - In 1987 the Park Department completed a comprehensive accessibility study of its facilities and services, and identified architectural, communication,

and other barriers that would limit access to the County parks. Findings of this study were integrated into short and long term plans for barrier removal and access accommodations (Appendix E-1). As part of the study, all Park Department personnel having contact with the public participated in Disability Awareness and Barrier Identification training seminars.

In 1988, text telephones were installed at Cachuma Lake (805-688-4658 Voice/Text) and the Department's administrative office (805-568-2460 Voice/Text). A text telephone was installed at the North County Headquarters in 1990 (805-934-6211 Voice/Text).

Also in 1988, the Park Department published the first access guide to the County's parks and open spaces. The purpose of the guide was to provide visitors with disabilities, information about the levels of accessibility at each of the County's parks. The guide was made available in regular print, Braille, large-print and audio-tape.

The Department performed a second accessibility study of park facilities and services in 1990-91 to evaluate the effectiveness of its implementation of the 1987 plan and identify any new barriers in the parks. Barriers were organized and integrated into the Department's action plan for barrier removal.

The Department has published a new Parks and Access Guide that is now available. Access information has been integrated with the

information from the general park guide. The new guide will be distributed to the public and be available in various locations throughout the County and available in alternate formats including Braille, audio-tape and large-print. This edition includes provision of a tactile/raised maps for the majority of parks in the guide.

The Park Department recognizes that access needs vary from one individual to another and is committed to creating environments without barriers throughout the County park system. Some of the parks do not presently meet all of the minimum access standards.

The Park Department's goal is to integrate accessibility throughout each County park so that, one day, they can be used more actively by everyone. To this end, the Park Department continues to move forward each year removing barriers identified in the 1988 and 1991 studies and by ensuring accessibility accommodations are maintained in working condition.

Capital funded projects to improve accessibility at County parks that have been completed include:

Ocean Park Rest Room	\$ 30,000
Jalama Hot Shower Building	84,000
Goleta Beach Rest Rooms	96,000
Rocky Nook Rest Room Renovation	70,000
Tucker's Grove Rest Room	120,000

Santa Ynez Park Rest Room	5,000
Lake Cachuma Gatehouse	10,000
Arroyo Burro Rest Room Renovation	5,000

\$420,000

Non-structural accessibility improvement:

Ocean Park Walkways and Picnic Facilities	300,000
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TOTAL IMPROVEMENT COSTS - \$720,000

In addition, the Park Department has completed other barrier removal activities which has helped further the Department's goal of integrating accessibility within each park wherever and whenever possible. These include:

- a. Cachuma Lake offers an accessible fishing dock at Harvey's Cove which extends over the water. This area also has accessible picnic tables and sanitary facilities.
- b. Picnic and barbecue facilities and concrete walkways have been installed at Ocean Beach Park. The walkways provide access to the beach on the ocean side of the railroad tracks.

- c. Waller Park installed a hard surfaced walkway system throughout the park. This path system will soon be supplemented with concrete paths around Waller Lake.
- d. Goleta Beach Park offers a combination of access features (sand-ladder, beach ring mats and a sand-rick shaw) that provides access to the beach and waters edge. Two new goals for this park are to install an accessible beach shower and accessible walkway within the grass area along the entire length of the park.
- e. Access to the Cachuma Lake Nature Center has been improved with the addition of an accessible walkway onto the site and a ramp at the primary entrance.

3. Planning and Development Department (Building and Safety Division)
- Private/Commercial Facilities - The State of California has adopted regulations that provide for accessibility and usability of buildings, structures, sidewalks, curbs, and related facilities by persons that are physically disabled. These regulations are known as Title 24 and they modify and add requirements to the Uniform Building Codes, for the construction or modification of buildings and facilities.

The following identifies this divisions responsibility:

- a. Application: Title 24 regulations apply to the construction, renovation, structural repair, alteration

and additions to any building or facilities within the authority of any state agency and the County Board of Supervisors. This means that the construction or modifications of buildings and facilities must meet the Title 24 access requirements. The review of Title 24 regulations occur through the building permit plan check process/and inspection process (Appendix F).

- b. Leased Buildings: Buildings or facilities which are occupied 50% or more and for a period of two (2) years or more shall be made accessible to the physically disabled. This means that leased buildings by County agencies must comply if the lease is for two (2) or more years and for 50% of the floor area. Title 24 regulations also apply to "temporary" construction.
- c. Existing Buildings: Existing buildings to which alterations or modifications are made must have access to three (3) key areas:
- 1) The remodeled area;
 - 2) Path of travel to the remodeled area (including parking); and
 - 3) The bathrooms, drinking fountains, public telephones serving the remodeled area.

- d. **Unreasonable Hardship:** In some cases on small jobs where the valuation of the work does not exceed \$75,000 the County Building Official can make a finding of unreasonable hardship. **Unreasonable hardship:** When cost of access features are "disproportionate" to the total project cost. **Disproportionate:** When cost of the required access features exceeds 20% of the total project cost. In this instance compliance shall be limited to the actual work of the project, (i.e., path of travel, rest rooms, etc. may be exempted). A form is provided by the Building Official (Appendix G).
- e. **Appeals:** **Special Conditions for the Physically Disabled Requiring Appeals Action Ratification:** Whenever reference is made in these regulations to this section, the findings and determinations required to be rendered by the Building Official enforcing agency shall be subject to ratification through an appeals process (Appendix H).
- 1) **Access Board of Appeals:** The Access Appeals was created, in compliance with state law, consists of three members of the Board of Building Appeals and two additional members from the disabled community appointed by the

Building Official to such terms of office as determined by the Building Official. The Building Official appoints a chairperson and adopts reasonable rules and regulations governing the conduct of its business. The Building Official is the secretary of the Board and keeps accurate minutes of all business transactions. All decisions of the Board of Appeals are appealable to the Board of Supervisors in writing within ten days of the decision rendered by the Appeals Board.

f. Enforcement:

- 1) The State Director of General Services where state funds are utilized for any project or where funds of counties, municipalities or other political subdivisions are utilized for the construction of elementary, secondary or community college projects.
- 2) The governing bodies where funds of counties, municipalities of other political subdivisions are utilized except as otherwise provided above. The

Building & Safety Division would advise the Board of Supervisors on access issues.

3) The building department of every city, county, or city and county within the territorial area of its city, county, or city and county, where private funds are utilized. Building Department means the department, bureau or officer charged with the enforcement of laws or ordinances regulating the erection or construction, or both the erection and construction, of buildings.

g. Community Volunteers: There are several agencies which can assist local governmental agencies and building owners in reviewing their projects for accessibility. The Community Access Network (CAN) is a group of volunteers trained by the State Department of Rehabilitation to assist local building officials, design and construction professionals, and building owners in understanding application of the state's accessibility building standards. Their expertise is very helpful in applying the regulations in existing buildings that are being modified. The CAN volunteers are also members of the County's Access Appeals Board.

Americans With Disabilities Act (ADA): Title III of the ADA imposes accessibility/usability requirements on new construction and on alterations of existing structures. Single family dwellings, apartment buildings, religious facilities and private clubs are exempt from ADA requirements. Apartment houses must comply with the Federal Fair Housing Act Amendments of 1989 for accessibility. In existing buildings used by the general public as visitors or employees, all physical barriers must be removed if this task easily accomplishable and able to be carried out without much difficulty and expense. The ADA and FFHA requirements are promulgated and enforced only by the Federal Government. Additionally the State has accessibility regulations and guidelines for multi-family dwellings and mobile homes issued by the California Department of Housing and Community Development.

4. General Services Department (Real Property Division) - County Leased Facilities - In the leasing of privately-owned space for use by County departments, the Real Property Division assures the County's compliance with the ADA by calling upon the expertise of architects of the County's Capital Projects Division.

The Real Property Division conducts periodic training for their employees about the codes and requirements for accessibility. However, the more detailed expertise rests with Capital Projects. This consultation usually precedes the commencement of negotiations and a written offer to a prospective landlord.

Consultation with Capital Projects has resulted in ADA compliance being a part of the lease negotiation. As a result, the division has required landlords to install elevators they had not intended to install.

In one case, the County ordered the withholding of rent until the elevator was installed. In another case, a building had an elevator, but it was of insufficient size, and the County obtained the consent of the landlord to pay for its enlargement. Likewise, when the County leases out its own property to private individuals, ADA compliance is sought with the tenant and, if possible, the tenant pays for the improvement. The County is in the process of working with current leases to determine what, if any, accessibility improvements are necessary. If needed, work plans will be developed to improve accessibility.

F. Telecommunications - General Services Department (Communications Division)

1. Telephones

- a. Hearing Aid Compatible Telephone Handsets (HAC) -
Telephones operating county's private telephone system have been equipped with hearing aid compatible handsets as follows:

All common and public area telephones and telephones likely to be used by hearing impaired individuals are equipped with HAC handsets. Telephone handsets which are HAC have an identification label affixed to the underside of the handset.

By January of 1996, all telephones operating on the county's telephone system are scheduled to be hearing aid compatible.

- b. Telecommunications Display Device (TDD) - TDD
devices (text telephones) or equally effective telecommunications systems must be available to accept calls from persons using text telephones. Non Public

Safety departments may use Telecommunications Relay Service (TRS) as an acceptable substitute for maintaining an on-site TDD Device. Appendix I is a listing of numbers of department capable of taking such telephone calls). Emergency services such as 911, sheriff, police, fire, and ambulance services must maintain TDD devices and cannot rely on TRS for telephone emergency services. TDD devices are located at: Sheriff's Department (Administration), Sheriff's Department (Correctional Facility, and 911 center), Health Care Services (Santa Barbara and Santa Maria), Social Services, Personnel, Fire Administration, Park Department (Administration and Cachuma), and General Services (Communications).

- c. Telecommunications Relay System (TRS) - TRS is a service mandated by the Federal Communications Commission which requires telephone companies to provide a free telephone relay service for communications between hearing or speech impaired persons and persons without similar disabilities. Public entities (except for emergency service agencies) may use TRS as an acceptable alternative to utilizing TDD devices. The public telephone directory contains instructions for using the TRS.

- d. Public Pay Telephones - All public telephones in County facilities are equipped with hearing aid compatible handsets. At least one public telephone on each floor of a county building will meet forward reach accessibility requirements.

Any facility which has a total of four or more public pay telephones (interior and exterior), and at least one is an interior location, at least one interior location will be provided with a text phone and required signage.

By December of 1994, at least one public pay telephone at each facility will be equipped with a volume control handset in addition to being Hearing Aid Compatible.

Appropriate signage will be provided.

2. Assistive Listening Devices

- a. Courtrooms/Public Hearing rooms - All County courtrooms and public hearing rooms are equipped with assistive listening systems for the benefit of hearing impaired persons.

3. Facsimile Devices (FAX) - In addition, for those who have hearing or speech disabilities, FAX machines are available as an alternate means of telecommunications access in almost every County department providing services. (See Appendix J for telephone numbers.)

G. Process and Public Input from Consumers - The ADA Transition Team mailed 180 draft Self-Evaluation Report and Transition Plans to individuals and consumer groups and requested written input. The Team also held Consumer workshops in accessible locations on November 8, 1993 at 7:00 PM at the Betteravia Government Center, 511 East Lakeside Parkway, Santa Maria; and on November 11, 1993 at 7:00 PM at the County Board of Supervisors Hearing Room, 105 East Anapamu Street, Santa Barbara. The public input from the workshops consisted of the following. *(Audio tapes are available for review in the County Affirmative Action Office):*

1. Public Workshop - Santa Maria, Monday, November 8, 1993
Members of the Santa Maria Independent Living Resource Center and the Community Access Network volunteer organization made recommendations on almost every section of the Transition Plan. The major recommendation consisted of a request to include ADA language in all the County contract boiler plate bid packages (including concessionaires and sub-contractors).
2. Public Workshop - Santa Barbara, Thursday, November 11, 1993 -
Members of the Santa Barbara Independent Living Resource Center, consumers, architects and administrators from the medical community asked questions regarding various sections of the Transition Plan, rather than offering recommendations for addition and/or change.

3. Written Input - Letters were received from consumer group representatives and individuals specifically identifying recommendations for addition and revision. Most of the recommendations are incorporated herein.

III. GRIEVANCE POLICY AND PROCEDURE, AND COMPLAINT FORM

- A. Policy - In 1982 the County adopted a Bias-Free Work Place Policy which included disability as a basis for non-discrimination. In 1987 pursuant to Section 504 of the Federal Rehabilitation Act, the County adopted a grievance policy and procedure for unlawful discrimination on the basis of disability. The policy dissemination and implementation responsibility were reaffirmed in the updated Affirmative Action Plan adopted by the Board of Supervisors in 1990. The existing policies are in compliance with ADA requirements. However, the existing grievance policy has been revised to include ADA language and is included herein as Appendix K. Copies of these policies are available in the Affirmative Action Office, 105 E. Anapamu Street, Room 104, Santa Barbara, CA 93101, (805) 568-3410. Currently, the Affirmative Action Office does not have a TDD/TTY available as a telecommunications device for people with hearing and speech disabilities, but intends to obtain one as soon as the Communications Division can provide one.
- B. Discrimination Complaint/Grievance Form(s) - Three complaint forms have been developed to ensure that all areas of potential concern are covered.

1. Employment - This form is for job applicants and/or employees who believe they have been unlawfully discriminated against based on their disability. Grievances and/or complaints are filed with the County Affirmative Action Office for investigation and resolution. The County Affirmative Action Office is located in the County Administration Building, 105 E. Anapamu Street, Room 104, Santa Barbara, CA 93101, (805) 568-3410, FAX (805) 568-3272 (Appendix L).
2. Services - This form is for consumers of County services who believe they have been unlawfully discriminated against in the provision of services because of their disability. This grievance form is also filed with the County Affirmative Action Officer to ensure investigation and resolution. See address and telephone number above (Appendix M).
3. Access - Physical accessibility complaints are filed with the County Resource Management Department, Building Official, Accessibility Review Board, 123 E. Anapamu Street, Santa Barbara, CA 93101, (805) 568-3030, FAX 568-3019 (Appendix H).

IV. APPENDICES

- A. Self-Evaluation Questionnaire**
- B. Self-Evaluation Matrix**
- C. Occupational Health Ordinance**
- D. Reasonable Accommodation in County Employment Flow Chart**
- E. Transition Priority Plan Legend**
 - 1. Buildings List Priority Plan - Parks**
 - 2. Buildings List Priority Plan - Capitol Projects**
- F. Accessibility Enforcement Procedures Employed by Staff on Citizen Complaints by County Building Official**
- G. Unreasonable Hardship Exemption Form by County Building Official**
- H. Request for Disabled Accessibility Complaint Investigation by County Building Official**
- I. TDD List of Telephone Numbers by Departments**
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- M. Consumer Grievance Form by County Affirmative Action Officer**



**Santa Barbara County
AFFIRMATIVE ACTION OFFICE
A Division of the County Administrator**

105 East Anapamu, Santa Barbara, CA 93101
(805) 568-3410 FAX (805) 568-2249

November 16, 1992

**Americans with Disabilities Act
Santa Barbara County Programs/Services Questionnaire**

Instructions:

Please fill out a separate questionnaire for each building used by your Department. For example, Public Health operates programs/services from several buildings -- Public Health Clinics on Camino del Remedio; the main Health Care Services Administration buildings on San Antonio Road; and other leased spaces in Carpinteria, Lompoc, Buellton, Solvang and Santa Maria. A separate questionnaire needs to be filled out for each building.

Please return the completed questionnaire by December 14, 1992 to Patricia E. Montemayor of the Affirmative Action Office, 105 East Anapamu Street, Room 104, Santa Barbara, 93101. Any questions, call 568-3423.

Department: _____

Name of Building Pertaining to this questionnaire: _____

Address of this building: _____
(Street Address)

(City)

Is this building or portion of this building leased? yes _____ no _____

Person Responding: _____ Phone: _____

Title/Position: _____

Date Submitted: _____

(over)

1.0 Programs and Services

1.1 At this building, do you have any programs or services which are offered to the public or open to the public? ("Public" means any non employee)
yes _____ no _____

If the answer is no, please move to the next section, 2.0 Employment, beginning on page 3.

If your answer is yes, please complete the questions in this section on Programs and Services.

1.2 Name and brief description of programs/services offered to or open to the public at this building.

1.3 Where are the programs/services located at this building?

Room Name(s) and Number(s) _____

Other location identifiers: _____

1.4 Are the programs/services offered to the public after 5 P.M.?
yes _____ no _____

1.5 Are you aware of any physical barriers that limit access for people with disabilities to the programs/services offered at this building?
yes _____ no _____

If yes, what are these barriers and where are they located in the building?

1.6 If there are physical barriers, can the program/services be relocated to an accessible space in this building or elsewhere?

yes _____ no _____

If yes, where could the programs/services be located?

1.7 Do you now offer auxiliary aids or special services to people with disabilities such as TDD's for hearing impaired or staff assistance for visually impaired?

yes _____ no _____

If yes, please list those devices or identify the aids or services below.

2.0 Employment

2.1 Do you have any employees with known disabilities working at this facility? (See back of page 5 for ADA's definition of "Disability".)

yes _____ no _____

If the answer is no, please move to the next section, 3.0 Facilities, beginning on page 4.

If your answer is yes, please complete the questions in this section on Employment.

2.2 Where do your employees with disabilities work in this facility?

Room Name(s) and Number(s) _____

Other identifiers _____

2.3 What job classifications do your employees with disabilities have who work in this facility?

2.4 Are you aware of any physical barriers that limit their access or limit their ability to do their work? yes _____ no _____

If yes, what are the barriers and where are they located?

3.0 Facilities

3.1 Are there any facilities (such as meeting or lunch rooms) within your office area which are used by the public or by employees from other Departments or Divisions? yes _____ no _____

If the answer is no, you have completed the questionnaire. Go to page 5.

If your answer is yes, please complete the questions in this section on Facilities.

3.2 What facilities or rooms within your office area are used by the public or employees from other Departments or Divisions?

RoomName(s) and Number(s) _____

Other _____

3.3 What are these facilities/rooms used for?

3.4 Are you aware of any physical barriers that would limit access for people with disabilities to the facility/room? yes _____ no _____

If yes, what are these barriers and where are they?

3.5 If there are physical barriers, can the use be relocated to an accessible space? yes _____ no _____

If yes, where could the use be located?

Please return your completed questionnaire by December 14, 1992 to Patricia E. Montemayor, Interim Affirmative Action Officer, via the County Courier Service, or mail it to:

County Administrator/Affirmative Action Officer
Patricia E. Montemayor, Interim Affirmative Action Officer
105 East Anapamu Street, Room 104
Santa Barbara, CA 93101

Thank you very much for your assistance!

ADA'S DEFINITION OF "DISABILITY"

QUALIFIED INDIVIDUALS - A "qualified individual with a disability" is a person:

- (1) with a disability as defined by the ADA, who
- (02) can perform the essential functions of the job
- (3) with or without reasonable accommodation

The first step in applying this definition is to decide if the applicant or employee has a disability as defined by the ADA. Section 3(2) of the ADA defines a disability as any one of the following:

"The term 'disability' means, with respect to an individual:

- (A) a physical or mental impairment that substantially limits one or more of the major life activities of such individual;
- (B) a record of such an impairment; or
- (C) being regarded as having such an impairment."

CONDITIONS WHICH CONSTITUTE IMPAIRMENTS - The ADA's definition of disability includes both physical & mental impairments. The cause of the disability, including whether the disability arises out of job-related activities, is irrelevant to the determination of disability. The EEOC's regulations define physical or mental impairments as:

- ☞ Any physiological disorder or condition
- ☞ Cosmetic disfigurement
- ☞ Anatomical loss affecting one or more of the following body systems:

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Neurological | <input type="checkbox"/> Special sense organs | <input type="checkbox"/> Musculoskeletal | <input type="checkbox"/> Respiratory, including
speech organs |
| <input type="checkbox"/> Cardiovascular | <input type="checkbox"/> Reproductive | <input type="checkbox"/> Digestive | <input type="checkbox"/> Genito-urinary |
| <input type="checkbox"/> Hemic (blood circulation) | <input type="checkbox"/> Lymphatic | <input type="checkbox"/> Skin | <input type="checkbox"/> Endocrine |

- ☞ Any mental or psychological disorder such as:

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Mental retardation | <input type="checkbox"/> Organic Brain Syndrome | <input type="checkbox"/> Emotional Illness | <input type="checkbox"/> Mental Illness |
| | <input type="checkbox"/> Specific learning disabilities | | |

In addition to these general types of physical or mental impairments, Congress included the following conditions, diseases & infections as physical or mental impairments under the ADA:

- | | | | | |
|----------------------|----------------------|-------------------------------------|-----------------|---|
| ☞ Alcoholism | ☞ Cancer | ☞ Cerebral Palsy | ☞ Diabetes | ☞ Drug Addiction |
| ☞ Emotional Illness | ☞ Epilepsy | ☞ Hearing
Impairments | ☞ Heart Disease | ☞ Infection w/the
Human
Immunodeficiency
(HIV) |
| ☞ Mental Retardation | ☞ Muscular dystrophy | | | |
| ☞ Multiple Sclerosis | ☞ Orthopedic | ☞ Specific
Learning Disabilities | ☞ Speech | ☞ Visual |

Please be advised that this is not a complete list of covered impairments because determination of whether a person has a disability is not based on the name or diagnosis of the impairment – it instead depends on whether the impairment substantially limits a major life activity.

If you have questions, please contact Patricia E. Montemayor, Interim Affirmative Action Officer, 568-3423.

SELF EVALUATION SURVEY

General Information				Questionnaire Questions									
Ques No.	Location		Building Name	Department	Division	1.0 Programs and Services					2.0 Emp		
	Fac.	Bldg.				1.1	1.4	1.5	1.6	1.7	2.1	2.4	
1	F00	F003	S.B. Admin. Main	County Administrator	Human Services	Yes	Yes	No	N/A	No	No	No	N/A
2	E00	E001	Lompoc Admin 1951	Marshal	Lompoc Marshal	Yes	No	No		No	No	No	
3	F00	F014	S.B. Marshal's Office	Marshal	S.B. Judicial District	No						No	
4	Z04	0987	DA Family Support	District Attorney	DA Family Support	Yes	No	No		No	No	No	
5	Z48	2310	District Attorney	District Attorney	DA Family Support	Yes	No	No			No	No	
6	Z		401 E. Ocean Ave., Lompoc	District Attorney	DA Family Support	Yes	No	No			No	No	
7	F00	F005	S.B. Main Courthouse	District Attorney	District Attorney	Yes	No	No		Yes	No	No	
8	E00	E001	Lompoc Admin 1951	District Attorney	District Attorney	Yes	No	No		No	No	No	
9	F00	F016	Criminal Court Bldg.	District Attorney	District Attorney	Yes	No	No		Yes	No	No	
10	G00	G001d	S.M. Office Bldg.	District Attorney	District Attorney	Yes	No	No			No	Yes	No
11	Z25	2433	Off. Emergency Mgmt.	County Administrator	Off. Emergency Mgmt.	Yes	No	No		No	No	No	
12	G00	G001	S.M. Office Bldg.	Marshal	S.M. Marshal	Yes	No	No		No	No	No	
13	E00	E001	Lompoc Court House	Public Defender	Public Defender	Yes	No	No		No	No	No	
14	G00	G001	S.M. Court House	Public Defender	Public Defender	Yes	No	No		No	No	Yes	No
15	F00	F003	S.B. Admin. Main	County Counsel	County Counsel	No						Yes	No
16	F48	F481j	Transfer Stn. Maint.	Flood Control	S.B. Maintenance Shop	No						No	
17	E80	E802	Airport Hanger	Flood Control	Lompoc Maint. Shop	No						No	
18	H00	H001	Sheriff/Court/Library	Solvang Justice Court	Solvang Justice Court	Yes	No	No		Yes	Yes	Yes	No
19	F40	F405	La Morada	Sheriff	Sheriff's Dept. Custody	No						No	
20	F00	F008	S.B. Engineering Bldg.	Resource Management	Resource Management	Yes	Yes	No			No	No	
21				Sheriff	Sheriff's Transportation	Yes	No	No			No	Yes	No

General Information			Questionnaire Questions											
Ques No.	Location		Building Name	Department	Division	1.0 Programs and Services						2.0 Emp		
	Fac.	Bldg.				1.1	1.4	1.5	1.6	1.7	2.1	2.4		
22	F00	F015	McDonald Bldg.	Resource Management	Energy Division	Yes	No	Yes	Yes	No	No	No	No	No
23	F60	F442	S.B. Main Jail	Sheriff	Sheriff Coroner	Yes	No	No		Yes	Yes	Yes	Yes	No
24	Z38	2860	Sheriff's Office	Sheriff	Sheriff Coroner	Yes	Yes	No		Yes	Yes	Yes	No	
25	G20	G204	S.M. Juvenile Hall	Sheriff	Sheriff	Yes	Yes	No		Yes	Yes	Yes	No	
26	F60	FN02	Sheriff's Shooting	Sheriff	Sheriff	No							No	
27	F60	F441	S.B. Sheriff's Office	Sheriff	Sheriff	Yes	Yes	No	N/A	No	No	No	No	
28	G40	G403	N.C. Sheriff's House	Sheriff	Sheriff	No							No	
29	G20	G202	S.M. Sheriff Operator	Sheriff	Sheriff	Yes	Yes	No	N/A	No	No	No	No	
30	E00	E001	Lompoc Admin 1951	Lompoc Municipal Ct.	Lompoc Municipal Ct.	Yes	Yes	Yes		Yes	Yes	Yes	No	
31			Hollister Prof. Bldg.	Cooperative Extension	Cooperative Extension	Yes	Yes	No		No	No	No	No	
32	G20	G206	S.M. Service Bldg.	Cooperative Extension	Cooperative Extension	Yes	Yes	No		No	No	No	No	
33	GOO		Betteravia	Environmental Health	Environmental Health	No							Yes	No
34	Z41	2686	Univ. Bus. Ctr. Environmental Health	Environmental Health	Environmental Health	No							Yes	No
35	F84	F841	S.B. Shelter	Environmental Health	Animal Health and Reg.	No							No	
36	G81	G818	S.M. Animal Shelter	Environmental Health	Animal Health and Reg.	No							No	
37	E21	E211	Lompoc Animal Ct.	Environmental Health	Animal Health and Reg.	No							No	
38	G00	G001	S.M. Office Bldg.	S.M. Municipal Court	S.M. Municipal Court	Yes	No	No		Yes	Yes	Yes	No	
39	G00	G001	S.M. Office Bldg.	S.M. Municipal Court	Muni. Ct. Clerks Off.	Yes	No	No		No	No	No	No	
40	Z16		APCD/Bldg. & Safety	Assessor	Assessor	Yes	No	No		No	No	No	No	
41	E00	E002	Lompoc Admin 1972	Assessor	Assessor	Yes	No	No		No	No	Yes	No	
42	GOO		Betteravia Gvt. Ctr.	Assessor	Assessor	Yes	No	No		No	No	Yes	No	

General Information			Questionnaire Questions										
Ques No.	Location		Building Name	Department	Division	1.0 Programs and Services							
	Fac.	Bldg.				1.1	1.4	1.5	1.6	1.7	2.0 Emp	2.1	2.4
43	F00	F003	S. B. Admin. Main	Assessor	Assessor	Yes	No	No		Yes	No	No	
44	Z		Buellton Police Dept.	Sheriff	Sheriff	Yes	No	No	N/A	No	No	No	
45	C51	C512	Sheriff Sub Station	Sheriff	Sheriff	Yes	No	No	N/A	No	No	No	
46	H00	H001	Solvang Sheriff/Court/Library	Sheriff	Sheriff		No	Yes	No	No	No	No	
47	F00	F003	S. B. Admin. Main	General Services	General Services	Yes	No	No		No	No	No	
48	G20	G206	S. M. Service Bldg.	Public Works	Laguna Cnty Sanitation	Yes	No	No		No	No	No	
49	G88	G881	Laguna Sanitation Off	Public Works	Laguna Cnty Sanitation	No						No	
50	H00	H001	Solvang Sheriff/Court/Library	Agricultural Commiss.	Agricultural Commiss.	Yes	No	Yes		No	No	No	
51	F60	F620	Agricultural Commiss.	Agricultural Commiss.	Agricultural Commiss.	Yes	No	No		Yes	Yes	No	
52	B11	B110	Carp. Vets. Memorial Bldg.	Agricultural Commiss.	Agricultural Commiss.	Yes	No	Yes	Yes	No	No	No	
53	F48	F481	LAB 4568 Calle Real	Agricultural Commiss.	Agricultural Commiss.	No	No	No			Yes	No	
54	G20	G205	Agric. Annex	Agricultural Commiss.	Agricultural Commiss.	No					Yes	No	
55	G20	G206	S. M. Service Bldg.	Agricultural Commiss.	Agricultural Commiss.	Yes	No	No		No	Yes	No	
56	E83	E831	Lompoc Agricultural Commiss.	Agricultural Commiss.	Agricultural Commiss.	Yes	No	Yes	Yes	No	No	No	
57	Z16		Buellton APCD/Bldg. & Safety	APCD	APCD	Yes	No	No	N/A	No	No	No	
58	Z40	2287	APCD (Goleta)	APCD	APCD	Yes	No	No	N/A	No	No	No	
59	GOO		Betteravia Gvt. Ctr.	APCD	APCD	Yes	No	No	N/A	No	No	No	
60	F00	F003	S. B. Admin. Main	Clerk of the Board	Clerk of the Board	Yes	No	No	N/A	Yes	No	No	
61	F00	F003	S. B. Admin. Main	General Services	Central Stores	No	No	No			No	No	
62	F00	F003	S. B. Admin. Main	General Services	Reprographics	No	No	No			No	No	
63	Trailer		Dispatch Kiosk	General Services	Vehicle Operations	No						No	

General Information			Questionnaire Questions									
Ques No.	Location		Building Name	Department	Division	1.0 Programs and Services					2.0 Emp	
	Fac.	Bldg.				1.1	1.4	1.5	1.6	1.7	2.1	2.4
64	F48	F48 1a	Garage	General Services	Vehicle Operations	No					No	
65	F00	F005	S.B. Main Courthouse	General Services	Purchasing	Yes	No	No		No	No	
66	F00	F003	S.B. Admin. Main	General Services	Data Services	No					No	
67	G20	G207	S.M. Corp. Yard	General Services	Communications	No					No	
68												
69	F48	481	Road Yard ?	General Services	Communications	No					No	
70	F00	F005	S.B. Main Courthouse	General Services	Risk Management	Yes	No	No		Yes	Yes	No
71	Z12	0775	Comm. Health Clinic	Health Care Services	Franklin Clinic	Yes	No	No		Yes	Yes	Yes
72				Health Care Services	Carpenteria Clinic	Yes	No	No		Yes	No	
73	F60	F618	Health Care Admin.	Health Care Services	Public Health	Yes	No	No		Yes	No	
74				Health Care Services	Santa Maria Clinic	Yes	Yes	No		Yes	Yes	No
75	Z12	0775	Health Care Admin.	Health Care Services	Health Care Services	Yes	No	No		No	Yes	No
76	F60	F602	San Antonio Bldg.	Health Care Services	HCS Personnel	No	Yes	No		No	Yes	No
77	F60	F601	S.B. Health Care Svc.	Health Care Services	HCS Administration	Yes	No	No		No	No	
78	B31	B315	Clinic Annex	Health Care Services	Lompoc Clinic	Yes	No	No		Yes	No	
79	Z29	2518	Health Care	Health Care Services	OB Clinic	Yes	Yes	No		Yes	No	
80	B31	B310	Health Services-VMB	Health Care Services	Lompoc Clinic	Yes	No	No		Yes	No	
81	Z06	2279	Public Health - #206	Health Care Services	Solvang Clinic	Yes	No	No			No	
82	G40	G405	N.C. Commun. Health	Health Care Services	New Cuyama Clinic	Yes	No	No	Yes	Yes	No	
83				Health Care Services	Santa Maria Clinic	Yes	No	No	Yes	Yes	Yes	No
84	F60			Health Care Services	Lab/Radiology	Yes	No	Yes	Yes	No	No	

General Information				Questionnaire Questions								
Ques No.	Location		Building Name	Department	Division	1.0 Programs and Services					2.0 Emp	
	Fac.	Bldg.				1.1	1.4	1.5	1.6	1.7	2.1	2.4
85				Health Care Services	CA Children Services	Yes	No	No		No	No	
86				Health Care Services	CA Children Services	Yes	No	No		No	No	
87				Health Care Services	CA Children Services	Yes	No	No		No	No	
88				Health Care Services	CA Children Services	Yes	No	No		No	No	
89				Health Care Services	CA Children Services	Yes	No	No		No	No	
90	F00	F011	Probation Office	Probation	S.B. Probation	No					No	
91	F40	F402	S.B. Juvenile Hall	Probation	S.B. Juvenile Hall	No					No	
92	F40	F402	S.B. Juvenile Hall	Probation	S.B. Juvenile Services	No					No	
93	H20	H202	Los Prietos Office	Probation	Los Prietos Boys' Camp	No					No	
94	E00	E002	Lompoc Admin. 1951	Probation	Lompoc Probation	No					No	
95				Probation	Casa Floral Counseling	No					No	
96	G20	G204	S.M. Juvenile Hall	Probation	S.M. Juvenile Hall	No					No	
97				Probation	S.M. Probation	No					No	
98	F60	F616	Newhouse Bldg.	General Service	Central Stores Surplus	No					No	
99	F00	F003	S.B. Admin Main	General Services	Vehicle Operations	No					No	
100	G20	G207	S.M. Corp. Yard	General Services	Vehicle Operations	No					No	
101	G20	G207	S.M. ?	Resource Management	Santa Maria Office	No					No	
102	F60	F651	S.B. Mental Health	Mental Health Services	Mental Health Services	Yes	No	No		No	No	
103	F60	F651	S.B. Mental Health	Mental Health Services	Psychiatric Health	Yes	Yes	No			Yes	No
104	Z12	0775	Comm. Health Clinic	Mental Health Services	Franklin Nhd. Center	Yes	No	No			No	No
105	E00	E002	Lompoc Admin. 1972	Mental Health Services	Lompoc Mental Health	Yes	No	No		No	No	No

General Information			Questionnaire Questions									
Ques No.	Location		Building Name	Department	Division	1.0 Programs and Services					2.0 Emp	
	Fac.	Bldg.				1.1	1.4	1.5	1.6	1.7	2.1	2.4
106	G20	G201	S.M. Public Health	Mental Health	S.M. Mental Health	Yes	No	No	No	No	No	No
107				Mental Health	S.B. Mental Health	Yes	No	No	No	Yes	Yes	No
108				Mental Health	S.B. Mental Health	Yes	No	No	No	Yes	Yes	No
109	D86	D861	Santa Ynez Park RR	Parks	Santa Ynez Park	Yes	Yes	No	No	No	No	No
110	D86	D862	S. Y. Park Snack	Parks	Santa Ynez Park	Yes	No	No	No	No	No	No
111	D20	D201	Miguelito Park RR	Parks	Miguelito Park	Yes	Yes	Yes	Yes	Yes	Yes	No
112	D60	D602	Leroy Park Restroom	Parks	Leroy Park	Yes	Yes	Yes	Yes	Yes	No	No
113	D00	D008	Lake Cachuma Rec.	Parks	Lake Cachuma Rec.	Yes	Yes	No	No	Yes	Yes	No
114	D00	D009a	Lake Cachuma Pools	Parks	Lake Cachuma Fun Cir	Yes	Yes	Yes	No	Yes	Yes	No
115	D00	D004	Lake Cachuma Maint.	Parks	Cachuma Maintenance	No						No
116	D00	D003	L.C. Comfort Stns.	Parks	Cachuma Comfort Stns.	Yes	Yes	Yes	Yes	Yes	No	No
117	D00	D001a	L.C. Gatehouse	Parks	Cachuma Gatehouse	Yes	Yes	No	No	Yes	Yes	No
118	D24	D242	Jalama Comfort Stns.	Parks	Jalama Comfort Stns.	Yes	Yes	No	No	Yes	No	No
119	D62	D621-2	Waller Pk. Residence	Parks	Waller Park	No					No	No
120	D62	D625	Waller Park Office	Parks	Waller Park	Yes	No	No	No	Yes	No	No
121	D21	D211	Ocean Park Restroom	Parks	Ocean Park	Yes	No	No	No		No	No
122	D00	D006	L.C. Museum	Parks	Cachuma Museum	Yes	No	Yes	Yes	Yes	No	No
123	D63	D632	Los Alamos Restroom	Parks	Los Alamos	Yes	Yes	No	No	Yes	Yes	No
124	D22	D223-4	Santa Rosa Park RR's	Parks	Santa Rosa Park	Yes	Yes	Yes	Yes		No	No
125	D62	D626	Waller Park Restroom	Parks	Waller Park	Yes	Yes	No	No		No	No
126	D61	D611	Richardson Restroom	Parks	Richardson Park	Yes	Yes	No	No	No	No	No

General Information				Questionnaire Questions									
Ques No.	Location		Building Name	Department	Division	1.0 Programs and Services					2.0 Emp		
	Fac.	Bldg.				1.1	1.4	1.5	1.6	1.7	2.1	2.4	
127	D80	D805	Nojoqui Falls RR3	Parks	Nojoqui Park	Yes	Yes	Yes	Yes		No	No	
128	D80	D804	Nojoqui Falls RR2	Parks	Nojoqui Park	Yes	Yes	Yes	No	Yes	No	No	
129	D80	D803	Nojoqui Falls Cottage	Parks	Nojoqui Park	No					No	No	
130	D80	D801	Nojoqui Falls RR1	Parks	Nojoqui Park	Yes	Yes	No	No	Yes	No	No	
131				Health Care Services	Carpinteria Clinic	Yes	No	No		Yes	No	No	
132	Z12	0775	Comm. Health Clinic	Health Care Services	Franklin Clinic	Yes	No	No		Yes	Yes	Yes	
133	D42	D428	Goleta Beach RR2	Parks	Goleta Beach	Yes	Yes	Yes	Yes		No	No	
134	D42	D421	Goleta Beach RR3	Parks	Goleta Beach	Yes	Yes	Yes	Yes		No	No	
135	D42	D421	Goleta Beach RR1	Parks	Goleta Beach	Yes	Yes	Yes	Yes		No	No	
136	D42	D422c	Goleta Beh. Tool Shed	Parks	Goleta Beach	No					No	No	
137	D42	D422a	Goleta Beach Garage	Parks	Goleta Beach	No					No	No	
138	D42	D424	Goleta Beach Res 2	Parks	Goleta Beach	No					No	No	
139	D42	D427	Goleta Beach Trailer	Parks	Goleta Beach	No					No	No	
140	D42	D425	Goleta Beach Pier	Parks	Goleta Beach	Yes	Yes	Yes	No		No	No	
141	D42	D426c	G.B. Restaurant	Parks	Goleta Beach	Yes	No	Yes	No	Yes	No	No	
142	D44	D441	Rocky Nook Park Off.	Parks	Rocky Nook Park	Yes	No	Yes	No	Yes	No	No	
143	D44	D443	Rocky Nook Restroom	Parks	Rocky Nook Park	Yes	Yes	No			No	No	
144	D40	D401	Arroyo Burro Res.	Parks	Arroyo Burro Park	No					No	No	
145	D44	D442	Rocky Nook Storage	Parks	Rocky Nook Park	No					No	No	
146	D40	D402	Arroyo Burro Rest.	Parks	Arroyo Burro Park	Yes	Yes	Yes	No		No	No	
147	D46	D462a	Tuckers Grove RR1	Parks	Tuckers Grove Park	Yes	Yes	Yes	Yes		No	No	

General Information			Questionnaire Questions									
Ques No.	Location		Building Name	Department	Division	1.0 Programs and Services					2.0 Emp	
	Fac.	Bldg.				1.1	1.4	1.5	1.6	1.7	2.1	2.4
148	D46	D462b	Tuckers Grove RR2	Parks	Tuckers Grove Park	Yes	Yes	No			No	No
149	D46	D461	Tuckers Grove Res.	Parks	Tuckers Grove Park	No					No	No
150	D45	D452	Stow Grove Restroom	Parks	Stow Grove Park	Yes	Yes	No			No	No
151	D45	D451	Stow Grove Res.	Parks	Stow Grove Park	No					No	No
152	D45	D453	Stow Grove Barn	Parks	Stow Grove Park	No					No	No
153	D53	D531	L. C. Stow House	Parks	Stow House	Yes	Yes	Yes	No	No	No	No
154	D43	D436e	Manning Park Res. 2	Parks	Manning Park	No					No	No
155	D43	D436f	Manning Park RR	Parks	Manning Park	Yes	Yes	Yes	Yes		No	No
156	D43	D436a	Manning Park RR 1	Parks	Manning Park	Yes	Yes	Yes	Yes		No	No
157	D43	D436b	Manning Park RR 2	Parks	Manning Park	Yes	Yes	Yes	No		No	No
158	D43	D436c	Manning Park RR 3	Parks	Manning Park	Yes	Yes	Yes	No		No	No
159	D43	D431	M.P. Scouthouse	Parks	Manning Park	Yes	Yes	Yes	No	No	No	No
160	D43	D433	M.P. Tool Shed	Parks	Manning Park	No					No	No
161	D43	D432	Manning Park Res. 1	Parks	Manning Park	No					No	No
162	D50	D501	Lookout Park RR 1	Parks	Lookout Park	Yes	Yes	Yes	No		No	No
163	D60	D502	Lookout Park Trailer	Parks	Lookout Park	No					No	No
164	D48	D483	Toro Canyon Trailer	Parks	Toro Canyon Park	No					No	No
165	D48	D481	Toro Canyon RR 1	Parks	Toro Canyon Park	Yes	Yes	Yes	Yes		No	No
166	D48	D482	Toro Canyon Garage	Parks	Toro Canyon Park	No					No	No
167	D54	D541	Rincon Park RR	Parks	Rincon Park	Yes	Yes	No			No	No
168	F48	F481f	Parks Dept. Garage	Parks	Park Maintenance	No					No	No

General Information			Questionnaire Questions									
Ques No.	Location		Building Name	Department	Division	1.0 Programs and Services					2.0 Emp	
	Fac.	Bldg.				1.1	1.4	1.5	1.6	1.7	2.1	2.4
169	F48	481i	Mobile Office	Parks	Park Maintenance	Yes	No			No	No	
170	G20	??		Resource Management	Resource Management	No					No	
171	G00	G001	S.M. Office Bldg.	S.M. Municipal Court	S.M. Municipal Court	Yes	Yes	No	No	Yes	No	
172	G20	G204	S.M. Juvenile Hall	Clerk Recorder	Recorder	Yes	Yes	No	No	No	No	
173				Clerk Recorder	Recorder	Yes	No	No		Yes	No	
174	F00	F005	S.B. Main Courthouse	Clerk Recorder	Elections	Yes	No	No	N/A	Yes	No	
175	F00	F005	S.B. Main Courthouse	Clerk Recorder	Recorder	Yes	No	Yes	No	Yes	No	
176	F00	F005	S.B. Main Courthouse	Clerk Recorder	Superior Court	Yes	No	No		Yes	No	
177	G00	G001	S.M. Office Bldg.	Clerk Recorder	Recorder	Yes	No	No		No	No	
178	E00	E002	Lompoc Admin 1972	Clerk Recorder	Recorder	Yes	Yes	No		No	No	
179	F00	F015	McDonald Bldg.	Personnel	Personnel	Yes	No	No	No	Yes	No	
180	Z32	2525	Social Services	Social Services	Social Services	Yes	No	No		No	No	
181	Z01	Z2082	Lompoc Social Svcs.	Social Services	Social Services	Yes	No	No		No	Yes	No
182			S.B. Social Svcs. Bldg.	Social Services	Social Services	Yes	Yes	No			Yes	No
183			Bettervia Gvt. Ctr	Social Services	S.M. Social Services	Yes	No	Yes	No	Yes	Yes	No
184	F00	F003	S.B. Admin. Main	County Administrator	County Administrator	Yes	No	No		No	Yes	No
185	F00	F005	S.B. Main Courthouse	Public Works	Facilities Mgmt.	Yes	No	Yes			No	
186	F48	F481N	Road Yd. Paint Shop	Public Works	Facilities Mgmt.	No					No	
187	G20	G207	S.M. Corp. Yd. St.	Public Works	Facilities Mgmt.	No					No	
188	F80	F80?	Greenwell Ave Garage	Public Works	Maintenance	No	No	No			No	
189	F00	F003	S.B. Admin. Main	Auditor-Controller	Auditor-Controller	Yes	No	No		No	No	

General Information			Questionnaire Questions									
Ques No.	Location		Building Name	Department	Division	1.0 Programs and Services					2.0 Emp	
	Fac.	Bldg.				1.1	1.4	1.5	1.6	1.7	2.1	2.4
190	F00	F008	S.B. Engineering Bldg	Public Works	Public Works	Yes	No	No	Yes	No	No	No
191	Z11	0709	PW Petroleum Off. #1	Public Works	Petroleum	Yes	Yes	No		No	No	No
192	G20	G205	Tech. Sves. Bldg. Foster Road	Public Works	Building & Safety	Yes	No	Yes	Yes	No	No	No
193				Public Works	Road Maintenance	No					No	
194	E82	E821a	Lompoc Transp. & Yd	Public Works	Road Maintenance	No					No	
195	G20	G207	S.M. Corp. Yard	Public Works	Road Maintenance	Yes	No	No		No	No	No
196	H80	H80?	S.M. Airport ?	Public Works	Road Maintenance	No					No	
197	G40	G404	N.C. Trans/Road Yard	Public Works	Road Maintenance	No		No	No	Yes	Yes	
198	H80	H805	S.Y. Airport Maint.	Public Works	S.Y. Airport	Yes	Yes	Yes	No	No	No	No
199	F??	F???	4430 Calle Real	Public Works	Solid Waste	No			No	No	Yes	No
200	Z12	2344	PW Waste Mgmt.	Public Works	Solid Waste	No					No	
201	G20	G207	S.M. Corp. Yard	Public Works	Solid Waste	No					No	
202	F00	F008	S.B. Engineering	Public Works	Redevelopment	No					No	
203	Z15	2085	Empl. & Training	Job Training Network	Job Training Network	Yes	No	No		No	No	
204	Z26	2444	Empl. & Training	Job Training Network	Job Training Network	Yes	No	No		No	No	
205	H??	H???	S.Y. Airport??	Treasurer-Tax Collector	Public Administrator	Yes	No	No		No	No	
206				Treasurer-Tax Collector	Public Administrator	Yes	No	No		No	No	
207	F00	F003	S.B. Admin. Main	Treasurer-Tax Collector	Public Administrator	Yes	No	No		No	No	
208	F00	F016	Criminal Court Bldg.	S.B. Municipal Court	S.B. Municipal Court	Yes	Yes	No		Yes	Yes	No
209	F00	F017		S.B. Municipal Court	S.B. Municipal Court	Yes	No	No		No	No	
210	F00	F003	S.B. Main Bldg.	Board Of Supervisors	Board Of Supervisors	Yes	No	No		No	No	

General Information			Questionnaire Questions											
Ques No.	Location		Building Name	Department	Division	1.0 Programs and Services						2.0 Emp		
	Fac.	Bldg.				1.1	1.4	1.5	1.6	1.7	2.1	2.4		
211				County Counsel	S.M. County Counsel	No						No		
212	F00	F008	S.B. Engineering	Flood Control	Flood Control	Yes	No	No			No	No		
213	Z15	2085	Empl. & Training	Job Training Network	Job Training Network	Yes	No	No			No	No		
214	H82	H822	Foxen Canyon Shed	Public Works	Solid Waste	No						No		
215	D00	D005	Lake Cachuma Store	Parks	Lake Cachuma	Yes	Yes	No			Yes	No		
216	??	??	Transfer Station	Public Works	Solid Waste	No						No		
217			240 W. Hwy 246	Public Works	Solid Waste	Yes	No	Yes	Yes		No	No	No	
218			Goleta Library											
219			Montecito Library											
220			County Bowl											
221			Lmpc Library Vndbrg. Vil.											
222	F00		S. B. Courthouse	Public Defender	Public Defender	Yes	No	Yes			No	Yes	No	

ORDINANCE NO. 4103AN ORDINANCE ADDING ARTICLE XVI TO CHAPTER 2
OF THE SANTA BARBARA COUNTY CODE, RELATING
TO THE OCCUPATIONAL HEALTH OF THOSE HOLD-
ING OR APPLYING FOR COUNTY EMPLOYMENT

The Board of Supervisors of the County of Santa Barbara ordains as follows:

SECTION 1

Article XVI is hereby added to Chapter 2 of the Santa Barbara County Code, to read as follows:

ARTICLE XVI. OCCUPATIONAL HEALTH

Sec. 2-102. Purpose. The purpose of this article is to enact and implement a process promoting the early identification, thorough investigation, and proper resolution of issues relating to the occupational health of persons who hold or apply for County employment, including the reasonable accommodation of qualified individuals with disabilities, in order to enable the County to better fulfill its commitments to fair employment and equal employment opportunity, and to comply fully with local, state, and federal laws.

Sec. 2-103. Occupational Health Council. A County Occupational Health Council shall exist and function as follows.

1. The Occupational Health Council (hereinafter "the Council") shall consist of the following members: the County Administrator, Personnel Director, Affirmative Action Officer, Health Care Services Director, General Services Director, Treasurer, and County Counsel. Any member may designate a representative to act in his/her place.
2. The Council shall provide advice and recommendations to the County Administrator on matters within its purview. Toward that end, the Council may, within its resources, conduct investigation, request technical assistance from County departments and agencies, hire and consult with independent experts, and form subcommittees.

3. The work of the Council shall include the following:

(a) To provide direction for the formation, amendment, articulation, and dissemination of County policies and procedures pertaining to the occupational health of persons who hold or apply for County employment, and to assist in the implementation of those policies and procedures;

(b) To review County policies and practices for compliance with federal, state, and local laws pertaining to the rights of qualified individuals with disabilities who hold or apply for County employment;

(c) To be the coordinating body when an occupational health issue may involve or affect more than one County department or agency;

(d) To investigate and make recommendations to the County Administrator in every case in which the employment status of a person who holds or applies for County employment may be adversely affected by a County decision that is based upon that person's medical condition;

(e) To investigate and make recommendations to the County Administrator in every case in which an issue is raised as to the reasonable accommodation of a qualified individual with a disability;

(f) To perform any other related function requested or approved by the County Administrator.

Sec. 2-104. Role of County Departments and Agencies. County departments, agencies, and their elected and appointed officials shall:

(a) Assist the Council by providing or arranging to provide to the Council any information, documents, or advice deemed by the Council to be necessary or helpful to the performance of the Council's duties;

(b) Consult with the Council before making any decision based upon the medical condition of a person who holds or applies for County employment, if that decision may have an adverse impact upon that person's employment status, excluding

only decisions to request a physician's certificate confirming a claim of absence due medical factors, decisions to request a medical examination to determine fitness for duty, and decisions to request a physician's statement releasing an employee to return to work following a medically related absence;

(c) Be given an opportunity, before the Council makes a recommendation to the County Administrator that may affect them, to present to the Council in a timely fashion any information or argument that the department or agency wishes the Council to consider;

(d) Abide by the directives of the County Administrator with respect to any decision made under the authority of this article.

Sec. 2-105. Role of County Administrator. The County Administrator shall have the power and authority to:

(a) Oversee the Council, approve the Council's bylaws, and receive and act upon the Council's recommendations;

(b) Direct a County department or agency to employ and make reasonable accommodations for a qualified individual with a disability, whether or not that individual previously was employed in that department or agency;

(c) Confer with and seek direction from the Board of Supervisors, as the County Administrator deems appropriate.

SECTION 2

This ordinance shall take effect and be in force thirty (30) days from the date of its passage; and before the expiration of fifteen (15) days following its passage this ordinance, or a summary of it, together with the names of the members of the Board of Supervisors voting for and against it, shall be published once in the Santa Barbara News-Press, a newspaper of general circulation published in the County of Santa Barbara.

Article XVI, Chapter 2
Santa Barbara County Code

PASSED, APPROVED AND ADOPTED this 1st day of June, 1993, by
the following vote:

AYES: Supervisors Schwartz, Chamberlin, Staffel, Stoker

NOES: None

ABSTAIN: None

ABSENT: Supervisor Rogers



Chairman, Board of Supervisors

ATTEST:

ZANDRA CHOLMONDELEY
CLERK OF THE BOARD

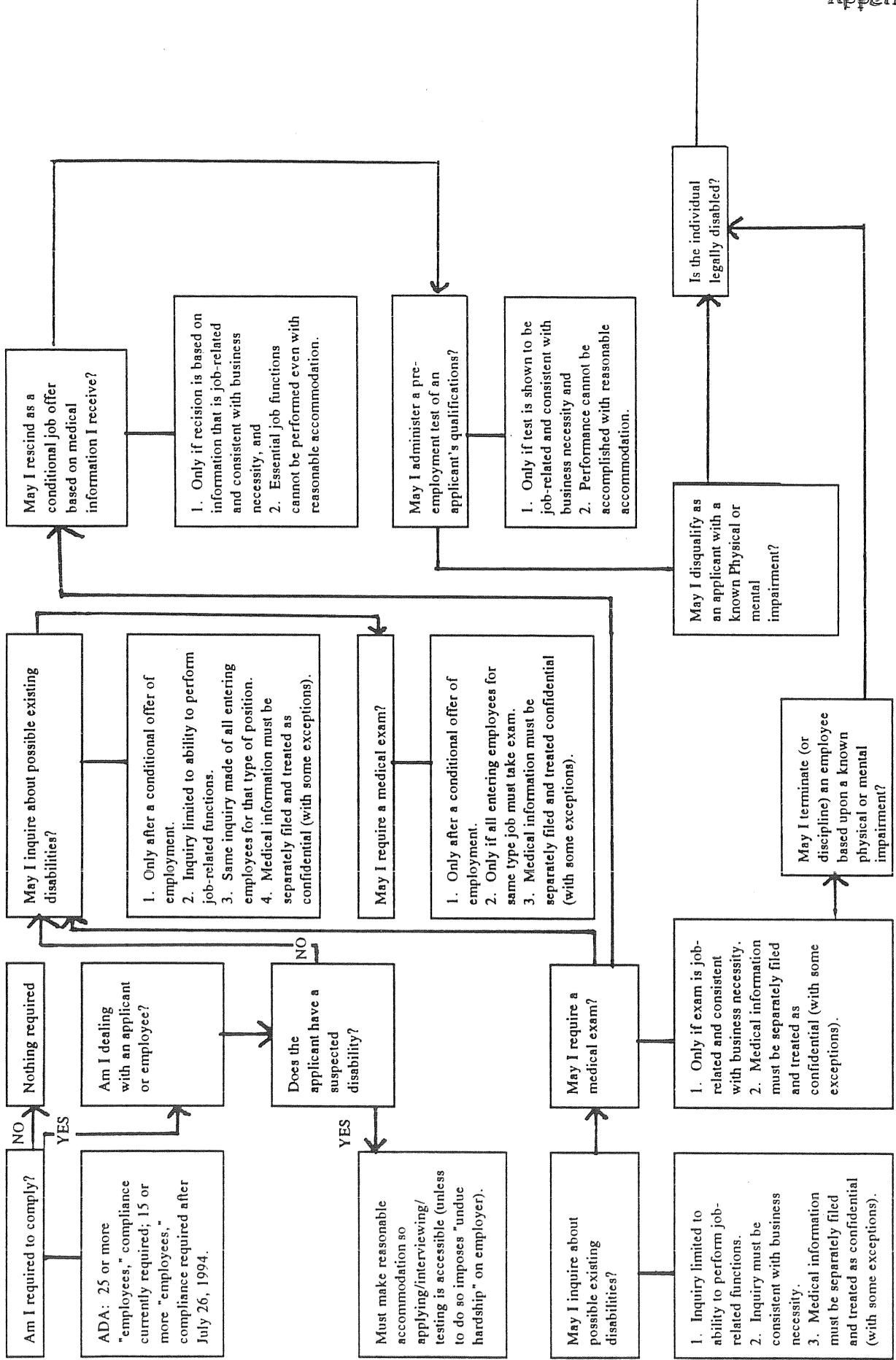
By: Robert Cohen
Deputy

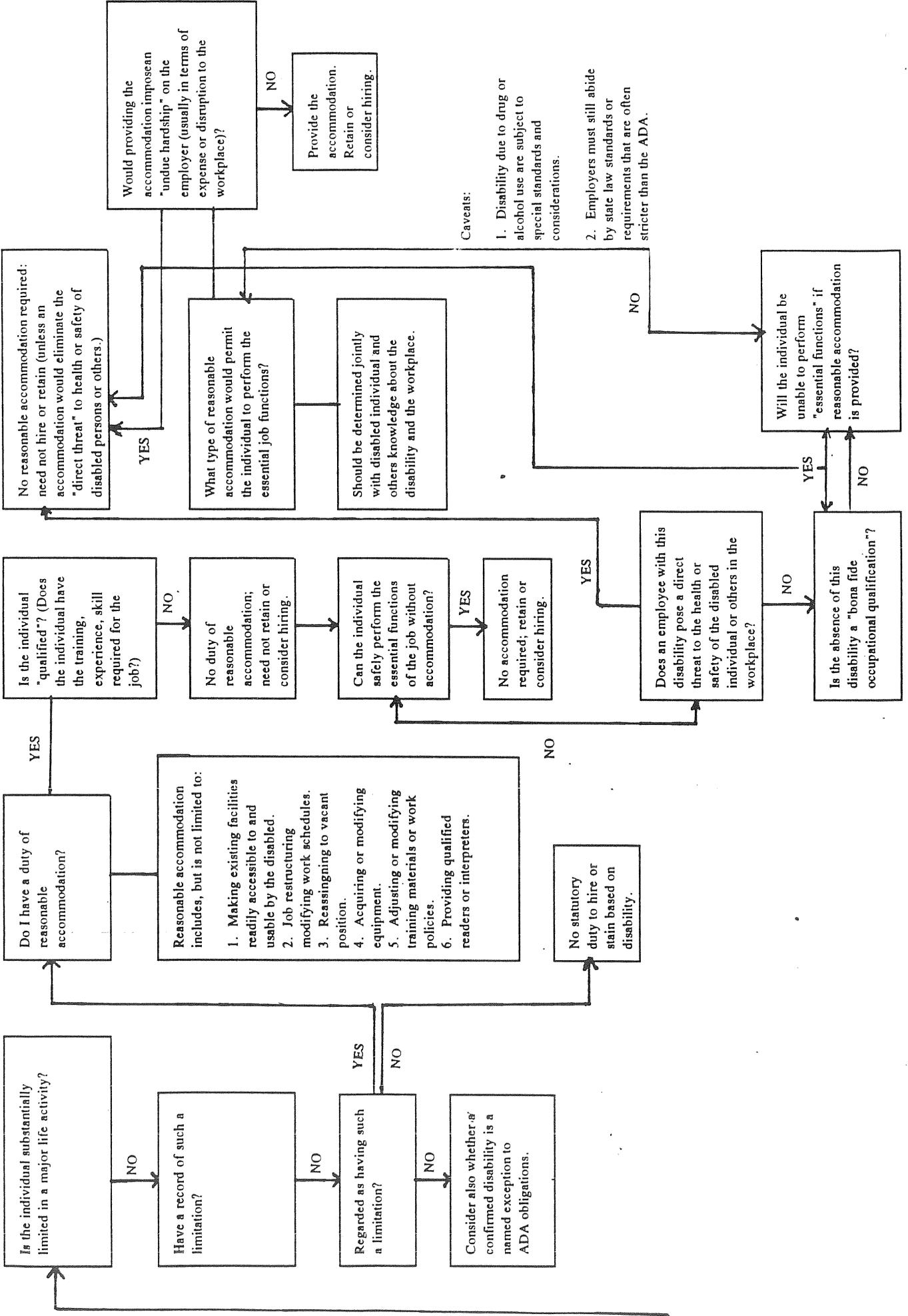
APPROVED AS TO FORM:

DAVID NAWI
COUNTY COUNSEL

By: Martin G. McKenzie
Martin G. McKenzie
Senior Deputy County Counsel

AMERICANS WITH DISABILITIES ACT: OVERVIEW OF SANTA BARBARA COUNTY EMPLOYMENT PROVISIONS





Caveats:

1. Disability due to drug or alcohol use are subject to special standards and considerations.
2. Employers must still abide by state law standards or requirements that are often stricter than the ADA.

**COUNTY OF SANTA BARBARA
ADA TRANSITION PLAN
BUILDING LIST PRIORITY PLAN – PUBLIC WORKS**

PN	Site No.	Bldg. No.	Bldg Name	Address	City	1987 Cost	F	1993 Cost	Work Code
OTHER COUNTY FACILITIES (Refer to LEGEND)									
O	F48	F481g	Transfer Station Gar.	4430 Calle Real	S.B.				
O	F48	F481i	Mobile Office	4430 Calle Real	S.B.				
O	F48	F481j	Transfer Station Maint	4568 Calle Real	S.B.				
O	F60	F609	Doctor's Res (Women S)	300 North San Antonio	S.B.				
O	F60	F612	Architectural Archives	Camino Del Remedio	S.B.				
O	F60	F613	Rehab Foundation	427 Camino Del Remedio	S.B.				
O	F60	F619a	Rehab Foundation Admin	Camino Del Remedio	S.B.				
O	F60	F652	SB Public Health (VA)	4440 Calle Real	S.B.				
O	F70	F701	Educational Services	4400 Cathedral Oaks	S.B.				
O	F70	F702	Educational Admin	4400 Cathedral Oaks	S.B.				
O	F00	F811	Art Museum	1130 State Street	S.B.				
O	F00	F813	Lobero Theater	33 East Canon Perdido	S.B.				
O	F82	F821	Montecito Hall/Library	1469 East Valley Road	Mont				
O	G40	G403	N.C. Sheriff's House	207 Newsome Street	NCuy				
O	G40	G405	N.C. Commun. Health	4711 State Highway 166	NCuy				
O	G40	G407	N.C. House South	State Highway 166	NCuy				
O	G40	G408	N.C. House North	State Highway 166	NCuy				
O	G81	G817	S.M. Dog Kennel	3415 Orcutt Road	S.M.				
O	G81	G817a	S.M. Animal Feed Stor.	3415 Orcutt Road	S.M.				
O	G81	G818	S.M. Animal Office	3415 Orcutt Road	S.M.				
O	G81	G819	S.M. Cat Kennel	3415 Orcutt Road	S.M.				
O	G88	G881,882	Laguna Sanitation Offices	Dutard Road/Black Road	S.M.				
O	H20	H209	Los Prietos Kitchen	Paradise Road	Cach			To be demolished	

COUNTY OF SANTA BARBARA
 ADA TRANSITION PLAN
 BUILDING LIST PRIORITY PLAN – PUBLIC WORKS

PN Site No.	Bldg. No.	Bldg Name	Address	City	1987 Cost	F	1993 Cost	Work Code
OTHER COUNTY FACILITIES (Refer to LEGEND)								
O	C11	Fire Station 11	379 Storke Road	Gol				
O	C11	Fire Station 11 Res.	379 Storke Road	Gol				
O	C11	Fire Station 11 Co-Op	377 Storke Road	Gol				
O	C12	Fire Station 12	Santa Barbara Airport	Gol				
O	C13	Fire Station 13	4570 Hollister Ave	Gol				
O	C13	F.S. 13 Residence	4564 Hollister Ave	Gol				
O	C13	F.S. 13 Residence	4564 Hollister Ave	Gol				
O	C14	F.S. 14	320 Los Carneros Rd	Gol				
O	C15	F.S. 15	Foothill at Mission	S.B.				
O	C18	F.S. 18	16878 Vista Del Mar	Gav				
O	C19	F.S. 19	4410 Cathedral Oaks	S.B.				
O	C21	F.S. 21	Santa Maria Airport	S.M.				
O	C22	F.S. 22	Tiffany Park Circle	S.M.				
O	C23	F.S. 23	Highway 176	S.M.				
O	C24	F.S. 24	385 Leslie St. #A	L.A.				
O	C24	F.S. 24 Duplex	385 Leslie St. #A	L.A.				
O	C31	F.S. 31	166 W. Hwy/Central Ave	Buel				
O	C31	F.S. 31 Residence West	166 W. Hwy/Central Ave	Buel				
O	C32	New Fire Station 32	Airport	S.Y.				
O	C41	F.S. 41	202 Newsome Street	NCUY				
O	C41	F.S. 41 Residence	202 Newsome Street	NCUY				
O	C51	F.S. 51	749 Burton Mesa Blvd	Lom				
O	C51	Public Health Division	751 E. Burton Mesa Blvd	Lom				
O	E82	Lompoc Transp. & Yard	2010 Sweeney Road	Lom				
O	F44	SB Honor Farm Laundry	4436 Calle Real	S.B.				
O	F44	Sheriff Special Servic	4434 Calle Real	S.B.				

**COUNTY OF SANTA BARBARA
ADA TRANSITION PLAN
BUILDING LIST PRIORITY PLAN – PUBLIC WORKS**

PRIORITY 3 con't.								
PN Site No.	Bldg. No.	Bldg Name	Address	City	1987 Cost	F	1993 Cost	Work Code
3	H20	H201c	Los Prietos Pool/Bldg	Paradise Road	Cach			
3	H20	H201d	Los Prietos Food Lock	Paradise Road	Cach			
3	H20	H201g	Los Prietos Check-in	Paradise Road	Cach			
3	H20	H201h	Los Prietos Video Cl.	Paradise Road	Cach			
3	H20	H202	Los Prietos Office	Paradise Road	Cach			
3	H20	H203	Los Prietos Theater	Paradise Road	Cach			
3	H20	H204	Los Prietos P. E. Room	Paradise Road	Cach			
3	H20	H205	Los Prietos Rec Room	Paradise Road	Cach			
3	H20	H206a	Los Prietos Maint	Paradise Road	Cach			
3	H20	H206b	Los Prietos Work Shop	Paradise Road	Cach			
3	H20	H207a	Los Prietos Resid. #1	Paradise Road	Cach			
3	H20	H207b	Los Prietos Resid. #2	Paradise Road	Cach			
3	H20	H207c	Los Prietos Resid. #3	Paradise Road	Cach			
3	H20	H207d	Los Prietos Resid. #4	Paradise Road	Cach			
3	H20	H207e	Los Prietos Resid. #5	Paradise Road	Cach			
3	H20	H207f	Los Prietos Resid. #6	Paradise Road	Cach			
3	H20	H208a	Los Prietos School	Paradise Road	Cach			
3	H20	H208b	Los Prietos Dorm Room	Paradise Road	Cach			
TOTAL PRIORITY 3							\$204,000	\$246,000

PRIORITY 4								
PN Site No.	Bldg. No.	Bldg Name	Address	City	1987 Cost	F	1993 Cost	Work Code
4	C00	C001	Fire Dept. Admin.	SB	20,000	N	5,000	
4	E83	E831	Agricultural Comm.	Lom	25,000	N	27,000	PTCM
4	F48	F481k	Road Yard Office	S.B.	15,000	N	17,000	PTM
4	F60	F616	Newhouse Bldg	S.B.		N	To be demolished	
4	G20	G205	S.M. Ag. Commission	S.M.	5,000	N	7,000	M
TOTAL PRIORITY 4							\$65,000	\$56,000
TOTAL COSTS ALL PRIORITIES							\$812,100	\$975,000

**COUNTY OF SANTA BARBARA
ADA TRANSITION PLAN
BUILDING LIST PRIORITY PLAN – PUBLIC WORKS**

PRIORITY 2		PN Site No	Bldg. No.	Bldg Name	Address	City	1987 Cost	F	1993 Cost	Work Code
		2	B110	VMB Carpinteria	941 Walnut ave	Carp	5,000	N	7,500	PTCM
		2	B210	VMB Guadalupe	1015 or 1025 Guadalupe	Guad	25,000	N	27,500	PTCM
		2	B310	Health Services (VMB)	100 East Locust Street	Lom	30,000	Y	3,500	M
		2	B314	Modular Unit	100 East Locust Street	Lom	PART OF VMB	Y	0	
		2	B315	Clinic Annex	100 East Locust Street	Lom	PART OF VB	Y	0	
		2	B410	VMB Santa Barbara	112 West Cabrillo	SB	25,000	N	30,000	PTM
		2	E843	Village Branch Library	3755 Constellation Rd	Lom	2,500	N	5,000	PM
		2	F0015	McDonald Bldg.	1226 Anacapa Street	S.B.	113,600	N	120,000	TCM
		2	F6018	Health Care Admin.	San Antonio Rd	S.B.	10,000	N	12,500	TM
		2	F841	SB Animal Shelter	Overpass Road	Gol	2,000	N	2,500	M
		2	F851	Goleta Valley Library	500 North Fairview Ave	Gol	10,000	N	12,500	PM
							TOTAL PRIORITY 2		\$223,100	\$221,000

PRIORITY 3		PN Site No	Bldg. No.	Bldg Name	Address	City	1987 Cost	F	1993 Cost	Work Code
		3	C512	Sheriff Sub Station	753 Burton Mesa Blvd	Lom	30,000	N	35,000	PTCM
		3	E211	Lompoc Animal Control	1501 West Central Ave	Lom	20,000	N	25,000	PTCM
		3	F0014	S.B. Marshal's Office	1122 Santa Barbara St	S.B.	50,000	N	60,000	TCM
		3	F6020	Agricultural Commiss	263 Camino Del Remedio	S.B.	5,000	N	7,500	PM
		3	F861	G.V. Community Center	5679 Hollister Ave	Gol	10,000	N	12,000	TCM
		3	F862	G.V.C.C. Classrooms	5679 Hollister Ave	Gol	8,000	N	10,000	TCM
		3	F863a	G.V.C.C. Daycare	5679 Hollister Ave	Gol	8,000	N	10,000	TCM
		3	F863b	G.V.C.C. Daycare	5679 Hollister Ave	Gol	8,000	N	10,000	TCM
		3	F864	G.V.C.C. Office Bldg.	5679 Hollister Ave	Gol	25,000	N	27,000	TCM
		3	F865	G.V.C.C. Office	5679 Hollister Ave	Gol	10,000	N	12,000	TCM
		3	G207a	S.M. Corporation Yard	912 West Foster Road	S.M.	15,000	N	17,500	M
		3	G401	New Cuyama Office/Lib	201 Newsome Street	NCuy	15,000	N	20,000	PTCM

**COUNTY OF SANTA BARBARA
ADA TRANSITION PLAN
BUILDING LIST PRIORITY PLAN – PUBLIC WORKS**

PRIORITY 1									
PN	Site No.	Bldg. No.	Bldg Name	Address	City	1987 Cost	F	1993 Cost	Work Code
1	E00	E001	Lompoc Admin 1951	115 Civic Center Plaza	Lom	0	Y	5,000	M
1	E00	E002	Lompoc Admin 1972	410 East Cypress Ave	Lom	0	Y	5,000	M
1	F00	F003	S.B. Admin. Main	105 East Anapamu Street	S.B.	0	Y	7,500	M
1	F00	F005	S.B. Main Courthouse	1100 Anapaca Street	S.B.	0	N	20,000	TCM****
1	F00	F007	S. B. Muni Court	118 East Figueroa Street	S.B.	0	N	15,000	TCM
1	F00	F008	S.B. Engineering Bldg	123 East Anapamu Street	S.B.	50,000	N	60,000	TM
1	F00	F011	S.B. Probation Bldg. (old SS)	117 East Carrillo Street	S.B.	0	Y	0	PTCM
1	F00	F016	S.B. Muni Court Modular	118 East Figueroa	S.B.	5,000	Y	500	M
1	F40	F402	S.B. Juvenile Hall	4500 Hollister Ave	S.B.	0	Y	2,500	M
1	F40	F405	La Morada	66 San Antonio Rd	S.B.	15,000	N	20,000	PTCM
1	F44	F441	SB Sheriff's Administration Office	4434 Calle Real	S.B.	0	Y	5,000	M
1	F44	F442	SB Main Jail	4566 Calle Real	S.B.	10,000	N	15,000	TM
1	F44	F443a	SB Honor Farm	4436 Calle Real	S.B.	10,000	N	12,000	CM
1	F48	F481h	Transfer Station Off.	4430 Calle Real	S.B.	10,000	N	15,000	PTCM
1	F60	F601	SB Health Care Service – Clinic	345 Camino del Remedio	S.B.	15,000	N	15,000	M
1	F60	F602	San Antonio Building	300 North San Antonio	S.B.	0	N	7,500	M
1	F60	F604	SB General Hospital (Psych./Surgic	315 Camino del Remedio	S.B.	10,000	N	12,000	TCM
1	F60	F610	Day Treatment Center(Casa de la M	4570 Calle Real	S.B.	0	N	5,000	TCM
1	F60	F611	Methadone Clinic	San Antonio Rd	S.B.	5,000	N	6,000	TM
1	F60	F651	SB Mental Health	4444 Calle Real	S.B.	5,000	N	6,000	TM
1	F60	F617	Pediatrics Wing	Calle Real	S.B.	20,000	N	\$25,000	TM
1	G00	G001a – d	S.M. Office Bldg (1964)	312 East Cook Street	S.M.	60,000	N	70,000	TM
1	G00	G003	S.M. Office Trailers	312 East Cook Street	S.M.	0	Y	500	M
1	G20	G201	S.M. Public Health Cen MH)	500 West Foster Road	S.M.	15,000	N	17,500	PTM
1	G20	G202	S.M. Sheriff Operator	812 West Foster Road	S.M.	30,000	N	35,000	PTM
1	G20	G204	S.M. Juvenile Hall	812 West Foster Road	S.M.	30,000	N	35,000	PTM
1	G20	G206	S.M. Technical Services Bldg	624 A West Foster Road	S.M.	30,000	N	35,000	TM
TOTAL PRIORITY 1						\$320,000		\$452,000	****

**** The Santa Barbara Superior Courthouse is still in need of extensive work to improve disabled access as outlined in Phase II & III of the proposed master plan. This work is estimated at \$5,500,000 to renovate the service wing and the D.A.'s wing which would include new elevators, stair, removal of the "old jail" and numerous remodel work to accommodate a variety of court expansion projects. The disabled access improvements are intended to be included as part of this expansion plan. The specific costs for disabled access improvements are integral with the overall plan and can not be isolated.

**COUNTY OF SANTA BARBARA
ADA TRANSITION PLAN
BUILDING LIST PRIORITY PLAN – PUBLIC WORKS**

PN	Site No.	Bldg. No.	Bldg Name	Address	City	1987 Cost	F	1993 Cost	Work Code
COMPLETED PROJECTS									
C	B31	B310	Health Services (VMB)	100 East Locust Street	Lom	30,000	Y	20,000	
C	B31	B314	Modular Unit	100 East Locust Street	Lom	PART OF VMB	Y	50,000	
C	B31	B315	Clinic Annex	100 East Locust Street	Lom	PART OF VB	Y	10,000	
C	B61	B610	Solvang VMB	Mission Drive	Sol	40,000	Y	50,000	
C	E00	E001	Lompoc Admin 1951	115 Civic Center Plaza	Lom	30,000	Y	50,000	
C	E00	E002	Lompoc Admin 1972	410 East Cypress Ave	Lom	15,000	Y	50,000	
C	F00	F003	S.B. Admin. Main	105 East Anapamu Street	S.B.	80,000	Y	145,000	
C	F00	F005	S.B. Main Courthouse	1100 Anacapa Street	S.B.	750,000	Y	750,000	
C	F00	F007	S. B. Muni Court	118 East Figueroa Street	S.B.	50,000	Y	100,000	
C	F00	F011	S.B. Probation Bldg. (old SS)	117 East Carrillo Street	S.B.	150,000	Y	150,000	
C	F40	F402	S.B. Juvenile Hall	4500 Hollister Ave	S.B.	15,000	Y	80,000	
C	F42	F42408	Park's Maintenance Bldg.	4430 Calle Real	S.B.		Y	\$20,000	
C	F44	F441	SB Sheriff's Administration Office	4434 Calle Real	S.B.	15,000	Y	100,000	
C	F60	F602	San Antonio Building	300 North San Antonio	S.B.	100,000	Y	100,000	
C	F60	F610	Day Treatment (Casa de la Mural)	4570 Calle Real	S.B.	30,000	Y	50,000	
C	G00	G001f	S.M. Navy Bldg	222 East Cook Street	S.M.		Y		
C	H00	H001	Sheriff/Court/Library	1745 Mission Road	Sol		Y	100,000	
TOTAL PROJECTS COMPLETED						\$1,305,000		\$1,825,000	

FINAL COSTS

**COUNTY OF SANTA BARBARA
ADA TRANSITION PLAN
BUILDING LIST PRIORITY PLAN - PARKS**

PN	Site No.	Bldg. No.	Bldg Name	Address	City	1987 Cost	F 1993 Cost	Work Code
OTHER COUNTY FACILITIES (Refer to LEGEND)								
O	D42	D424	Goleta Beach Residence	5986 Sandspit Road	Gol			
O	D42	D427	Goleta Beach Mobile Home Residence	5986 Sandspit Road	Gol			
O	D43	D432	Manning Park Residence 1	449 San Ysidro Road	Mont			
O	D43	D436	Manning Park Residence 2	449 San Ysidro Road	Mont			
O	D45	D451	Stow Grove Park Residence	580 La Patera Lane	Gol			
O	D46	D461	Tuckers Grove Mobile Home Residence	805 San Antonio Ck Rd	S.B.			
O	D48	D483	Toro Canyon Mobile Home Residence	576 Toro Canyon Rd	Mont			
O	D50	D502	Lookout Park Mobile Home Residence	2297 Finney Street	Summ			
O	D53	D532	Los Carneros Caretaker's Res. (Lease to Hist. Soc.)	Los Carneros Road	Gol			
O	D53	D531	Los Carn. Stow House (Lease to Hist. Soc.)	Los Carneros Road	Gol			
O	D53	D535	Los Carneros Depot (Lease to Hist. Soc.)	Los Carneros Road	Gol			
O	D53	D533	Los Carneros Office (Lease to Hist. Soc.)	Los Carneros Road	Gol			
O	D62	D622	Waller Park Residence 2	600 Goodwin Road	S.M.			
O	D62	D621	Waller Park Residence 1	600 Goodwin Road	S.M.			
O	D63	D631	Los Alamos Mobile Home Residence	500 Drum Canyon Road	L.A.			
O	D80	D803	Nojoqui Falls Residence	State Highway 1	N.F.			
O	D80	D806	Nojoqui Falls Mobile Home Residence	State Highway 1	N.F.			
O	D86	D862	Santa Ynez Park Snack Bldg.	3450 Cuesta Street	S.Y.			

TOTAL COSTS ALL PRIORITIES \$435,000 \$901,000

**COUNTY OF SANTA BARBARA
ADA TRANSITION PLAN
BUILDING LIST PRIORITY PLAN - PARKS**

PN	Site No.	Bldg. No.	Bldg Name	Address	City	1987 Cost	F	1993 Cost	Work Code
PRIORITY 3									
3	D20	D201	Miguelito Park Restroom	3051 Miguelito Cyn Rd	Lom	10,000	N	30,000	T
3	D22	D223,224	Santa Rosa Park Restrooms (2)	Santa Rosa Road	Buel	30,000	N	40,000	T
3	D41	D410	County Bowl Con. Stand	1128 N. Milpas Street	S.B.		N		
3	D41	D411	County Bowl Cottage	1128 N. Milpas Street	S.B.		N	150,000	
3	D41	D410	County Bowl Stage & Seating	1128 N. Milpas Street	S.B.		N		
3	D41	D412	County Bowl Ticket Off. & Pkg.	1122 N. Milpas Street	S.B.		N		
3	D43	D431	Manning Park Scout House & Maint. Office	449 San Ysidro Road	Mont				Requires Demolition
						\$40,000		\$220,000	

PRIORITY 4									
4	D00	D000	Cachuma Sanitation Admin. & Operations	State Highway 154	SB			30,000	T,C,M
4	D00	D002	Lake Cachuma Check Sta (Admin.)	State Highway 154	SB			3,000	C,M
4	D24	D246	Jalama Admin. Office	Star Route	Lom			5,000	T
4	D43	D436	Manning Park Restrooms (3)	449 San Ysidro Road	Mont	10,000	N	20,000	T,C
4	D44	D441	Rocky Nook Park Admin. Office	610 Mission Cyn Rd	S.B.	20,000	N	10,000	C,M
4	D46	D462	Tuckers Grove Restroom 2	805 San Antonio Ck Rd	S.B.			5,000	M
						\$30,000		\$73,000	

OTHER COUNTY FACILITIES (Refer to LEGEND)									
O	D00	D002	Lake Cachuma Admin (Trailer)	State Highway 154	SB				
O	D60	D602	Leroy Park Restroom 1 (Lease to COMITE)	Guadalupe/Simas Strs	Guap				
O	D60	D603	Leroy Park Restroom 2 (Lease to COMITE)	Guadalupe/Simas Strs	Guap				
O	D60	D601	Leroy Park Rec. Bldg. (Lease to COMITE)	Guadalupe/Simas Strs	Guap				
O	D61	D611	Richardson Restroom (Comm. Serv. Dist.)	Hwy 166/Hubbard Ave	NCuy				
O	D00	D009	Lake Cach. Snack Bar (Lease to concess.)	State Highway 154	SB				
O	D00	D005a	Lake Cach. Gas Sta. (Lease to concess.)	State Highway 154	SB				
O	D00	D005	Lake Cachuma Store (Lease to concess.)	State Highway 154	SB				
O	D24	D24	Jal. Store & Snack Bar (Lease to concess.)		Lom				
O	D24	D243	Jalama Resident Mobile Homes (4)	Star Route	Lom				
O	D40	D402	Arroyo Burro Restaur. (Lease to concess.)	2981 1/2 Cliff Drive	S.B.				
O	D40	D401	Arroyo Burro Residence	2981 Cliff Drive	S.B.				
O	D42	D426	Goleta Beach Cons. (Lease to concess.)	5905 Sandspit Road	Gol				
O	D42	D426	Goleta Beach Restaur. (Lease to concess.)	5905 Sandspit Road	Gol				

COUNTY OF SANTA BARBARA
 ADA TRANSITION PLAN
 BUILDING LIST PRIORITY PLAN - PARKS

PN	Site No.	Bldg. No.	Bldg Name	Address	City	1987 Cost	F	1993 Cost	Work Code	
COMPLETED PROJECTS										
C	D00	D001	Lake Cachuma Gatehouse (Registration)	State Highway 154	SB		Y	10,000		
C	D21	D211	Ocean Park Restroom	Ocean Park Road	Lom	10,000	Y	30,000		
C	D24	D242	Jalama Hot Shower Bldg.	Star Route	Lom		Y	84,000		
C	D40	D402	Arroyo Burro Restroom	2981 Cliff Drive	S.B.	10,000	Y	5,000		
C	D42	D428	Goleta Beach Restroom 3	5986 Sandspit Road	Gol		Y	96,000		
C	D44	D443	Rocky Nook Restroom	610 Mission Cyn Rd	S.B.	40,000	Y	70,000		
C	D46	D462	Tuckers Grove Restroom 1	805 San Antonio Ck Rd	S.B.	30,000	Y	120,000		
C	D86	D861	Santa Ynez Park Restroom	3450 Cuesta Street	S.Y.	50,000	Y	5,000		
TOTAL PROJECTS COMPLETED								\$140,000	\$420,000	

PRIORITY 1										
1	D00	D008	Lake Cachuma Recreation Center	State Highway 154	SB			40,000	M	
1	D24	D242	Jalama Restrooms (6)	Star Route	Lom	30,000	N	20,000	T	
1	D42	D421,424	Goleta Beach Restroom 1 & 2	5986 Sandspit Road	Gol	30,000	N	35,000	T,P	
1	D43	D436	Manning Park Restroom 4	449 San Ysidro Road	Mont	20,000	N	60,000	T,C	
1	D48	D481	Toro Canyon Restroom	576 Toro Canyon Rd	Mont	30,000	N	30,000	T	
1	D62	D626	Waller Park Restrooms (3)	600 Goodwin Road	S.M.	10,000	N	90,000	T	
1	D63	D632	Los Alamos Restroom	500 Drum Canyon Road	L.A.	15,000	N	50,000	T,M	
1	D80	D801,804,80	Nojoqui Falls Restrooms (3)	State Highway 1	N.F.	60,000	N	60,000	T,P,M	
TOTAL PRIORITY 1								\$195,000	\$385,000	

PRIORITY 2										
1,3	D00	D003	Lake Cachuma Restrooms (7)	State Highway 154	SB	80,000	N	150,000	T	
2	D00	D009	Lake Cachuma Pool House & Laundry	State Highway 154	SB		N	8,000	M	
2	D00	D006	Lake Cachuma Nature Center	State Highway 154	SB		N	20,000	C	
2	D45	D452	Stow Grove Restroom	580 La Patera Lane	Gol	20,000	Y	5,000	T	
3	D50	D501	Lookout Park Restroom	2297 Finney Street	Summ	20,000	N	30,000	T,C,M	
2	D54	D541	Rincon Park Restroom	Bates Road	Carp	50,000	Y	10,000	C	
TOTAL PRIORITY 2								\$170,000	\$223,000	

APPENDIX 1

**COUNTY OF SANTA BARBARA
ADA TRANSITION PLAN
BUILDING LIST PRIORITY PLAN**

LEGEND

PN – PRIORITY NUMBER; Refer to Description below

Priority Description:

1. Immediate Priority
 2. Can be done quickly when funds become available.
 3. Requires long term planning (ie. Master Plan, New Structure(s))
 4. Lower priority (minimum accessible accommodations available)
- C. Projects Completed
- O. (Other) County Owned Facility: a) Leased and not operated by the County (1)*
b) Discretionary employee residential use (2)*
c) Fire Stations (3)*

WORK CODE:

- P – Parking & Access
T – Restrooms
C – Circulation; Interior, Doors, Ramps, Elevators
M – Miscellaneous; Phones, Handles, Signage, Treads, Drinking Fountains

SITE /BLDG. NO.: County of Santa Barbara Project Index System

1987 COSTS:

Cost Estimates prepared in 1987 for the projects listed at the onset of the County's Capital Plan for Access Improvements.

F – Work Completed since 1987: Y – Yes; N – No

1993 COSTS:

Cost Estimates prepared for the purpose of implementation of the Transition Plan.

- (1)* Compliance with the law is administered through contracts with Leasee and Real Property Division of General Services.
- (2)* Employee requests for disabled access for family members are met on an as needed basis.
- (3)* Employment requires person to meet medical standards required to perform job duties. Accommodations are made on an as needed basis.

ACCESSIBILITY ENFORCEMENT PROCEDURES EMPLOYED BY STAFF ON CITIZEN COMPLAINTS

- I. Upon receipt of a complaint regarding alleged accessibility violations on a property, the following procedures are employed:
 - a) The pertinent information is entered on a *Request for Disabled Accessibility Complaint Investigation Form*.
 - b) The complaint is assigned to the appropriate inspection division.
 - c) A visit to the site is made in order to determine the validity of the complaint.
 - d) Once it has been determined that a violation appears to exist, a search of the legal records for the property is conducted to determine:
 - 1) The permit activity that has occurred since the building was constructed. This must be determined since the chronology and type of permit activity will determine the extent to which an existing building must be accessible.
 - 2) The legal owner.
 - e) If no permit activity is discovered in the search of the legal records for the property, but it is clear from other evidence that a change of use or occupancy or work of a type requiring a permit was performed on the building or facility, the matter is referred to the appropriate code enforcement section for pursuing the tenant's and owner's cooperation in obtaining the necessary permits and performing the work necessary for compliance with the Building Code and Title 24 Accessibility Code. Non-compliance initiates the succeeding steps.
 - f) An Order to Comply Notice is issued to the owner specifying the violation(s), charging (code) section, compliance date and the right of appeal to the appropriate Board of Appeals regarding the Building Official's determination of the code violation(s) contained in the Order to Comply Notice.
 - g) If the violation(s) are still outstanding after the compliance date (normally 30 days), the Inspection Supervisor will attempt to contact the owner of record by telephone to ascertain their attitude towards compliance.

- h) If the violation(s) are still outstanding, the Senior Inspector will mail a "Final Notice" to the owner informing him/her of their failure to comply with the accessibility requirements. The notice also states our intentions to forward the case to the City Attorney for legal enforcement if the violations are not corrected by the end of ten (10) days from the issue date of the notice. Furthermore, the notice states the penalty for non-compliance if convicted by the courts.
- i) If the violation(s) is/are still outstanding after expiration of the "Final Notice", the case is forwarded to the City Attorney to initiate legal enforcement.

II. The Building Official has the authority to extend the order due dates if there are indications of honest attempts towards compliance on the part of the owner.

III. Throughout the enforcement process, the owner is advised of his/her appeal rights to the Board of Appeals regarding the Building Official's determination of the code violations contained in the "Order to Comply Notice".

STATE OF CALIFORNIA, TITLE 24 DISABLED ACCESS REQUIREMENTS
LOCAL BUILDING OFFICIAL'S DETERMINATION
OF UNREASONABLE HARDSHIP

Date: _____ Permit Number: _____

Project Name: _____

Project Address: _____

The above named project has been granted an exception from the requirements of the State of California CCR-Title 24 (Regulations for the accommodation of the disabled) based on the following criteria:

1. Type of facility: _____

2. Used by the General Public for: _____

3. Cost of providing access: _____

4. Total cost of construction: _____

5. The access feature(s) to be gained or lost is/are: _____

6. The Title 24 accessibility improvement creates the following impact on the financial feasibility of the project: _____

The following person provided information for the above referenced project:

Name Telephone No.

Firm: _____

Address: _____

The determination of unreasonable hardship and this document do not allow for blanket exception from the CCR-Title 24 Access Requirements. The exception provided for on this form applies only to the following item(s) of the identified project:

METHOD OF COMPLIANCE (check one):

1. Equivalent facilitation will be provided, as specified in Section _____

2. Equivalent facilitation will be provided, as determined by this enforcing body, see Section _____. Equivalent facilitation will be _____

3. No provision of equivalent facilitation is necessary. See Section _____

The legal constraints are: _____

The physical constraints are: _____

4. The approval of an Appeals Board is necessary to ratify the determination of unreasonable hardship. See Section _____ and Section 2-110A(b)11D.

The legal constraints are: _____

The physical constraints are: _____

REQUEST FOR DISABLED ACCESSIBILITY COMPLAINT INVESTIGATION

Complainant: _____

Complaint Location: _____

Name(s): _____

Owner(s): _____

Address: _____

Address: _____

Telephone: _____

Telephone: _____

Date Complaint Received: _____

Complaint Received by: _____

Description of Complaint: _____

Code Section(s) related to violations: _____

Initial Investigation Findings (within 30 days)

Date: _____ Time: _____

Findings: _____

Action Taken by Building Department

Date: _____ Time: _____

Action: _____

UNREASONABLE HARDSHIP EXEMPTION

Pursuant to Title 24, Section 422, the owner of the facility found by the enforcing agency to violate state accessibility standards may apply for an "Unreasonable Hardship Exemption". An unreasonable hardship exists when the enforcing agency finds that compliance with the building standard would make the specific work of the project affected by the building standard unfeasible. Criteria for undue hardship exemption is located on the Accessibility Exemption Request form. A request for exemption must be submitted within ten (10) days of the building official's decision.

Notification to Property Owner (within 60 days)

Owner: _____ Date: _____

Notification to Complainant of Action Taken (within 60 days)

Complainant: _____ Date: _____

Second Notice to Property Owner (within 90 days) Date: _____

STATE LAW REQUIRES ACTION TO CORRECT DEVIATIONS FROM DISABLED ACCESS REGULATIONS WITHIN 90 DAYS OF CONFIRMATION OF THE EXISTENCE OF SUCH DEVIATIONS. COMMENCEMENT OF FINAL RESOLUTION TO CONSIST OF ONE OF THE FOLLOWING:

1. Violations have been corrected.
2. A binding agreement has been reached with the owner to complete any construction necessary to correct the violations.
3. The Building Department has instituted legal action to compel the owner to correct the violations.

Date Complaint Resolved: _____

This documentation and determination of unreasonable hardship was developed in consultation with:

Signature of Building Official
(or Designee)

Title

Date

(A:\WPS\AD\HRDSP.APP)

TDD MACHINES LOCATED IN THE COUNTY

The following departments were provided with TDD machines for the Hearing Impaired.

COMMUNICATIONS/TELEPHONE SERVICES - One (1) TDD machine, located at Communications/Telephone Services office, 4568 Calle Real, listed in the GTE directory for North and South County as follows, 737-7949, 934-6394, 686-8194, 681-4350. The first three numbers listed are forwarded to 681-4350 and allows toll free access from North County.

FIRE DEPARTMENT - Two (2) TDD machines, one located at 4410 Cathedral Oaks (Administration) 681-5500 and one at 168 W. Highway 246, Buellton (Operations Division) 686-5060.

HEALTH CARE SERVICES - Three (3) TDD machines, one located at Lompoc Public Health Clinic, 100 E. Locust, 737-7750, one located at the triage area, 345 Camino Del Remedio, 681-5160, and one located at Santa Maria Public Health Clinic, 2115 Center Point Parkway, 346-7230. This last machine is not connected near a telephone. The Clinic receives their TDD calls through the State Relay which handles TDD calls.

JOB TRAINING NETWORK - Two (2) TDD machines, located at 218 W. Carmen Lane, Suite 208 Santa Maria 346-7652, and located at 228 W. Carrillo, Suite C Santa Barbara 568-2286.

PARKS DEPARTMENT - One (1) TDD machine, located at the Parks department main office, 610 Mission Canyon Rd., listed in the GTE directory, 568-2460, 686-5054.

PERSONNEL - One (1) TDD machine, located at the Personnel office, 1226 Anacapa, listed in the County Directory only 568-2800.

SHERIFF-CORONER - Eight (8) TDD machines, all located at the Public Safety dispatch center, County Jail, 4436 Calle Real, Terry Brown x 4224. 9-1-1 is set up differently for Hearing Impaired calls and a TDD machine is not required.

SHERIFF-CUSTODY - One (1) TDD machine. Currently located in the IRC booking area. Is used on 681-4713 and 681-4714. Is moved about the Jail as needed.

SOCIAL SERVICES - Two (2) TDD machines. One located at Lompoc office, 124 N. "I" Street. Is used on 737-7080. One located in the Santa Barbara office stock Room.

EXT

DIRECT

FACSIMILE (FAX) MACHINE LISTING

AGRICULTURE & ENVIRONMENTAL MANAGEMENT

Agricultural Commissioner

Administration, 263 Camino Del Remedio, SB	5603	681-5603
Carpinteria Office, 941 Walnut	684-5989
Lompoc Office, 121 North "G"	7735	737-7735
Santa Maria Office, 624 W. Foster	6202	934-6202
Solvang Office, 1745 Mission	5065	686-5065

Air Pollution Control District (APCD)

Administration, 26 Castilian, Goleta	8801	961-8801
Buellton Office, 240 E. Hwy 246	5035	686-5035
Santa Maria Office, 511 E. Lakeside Parkway	8368	346-8368

Animal Health & Regulation

Administration, 120 Cremona, SB	4901	681-4901
Lompoc Office, 1501 W. Central	7757	737-7757
Santa Barbara Office, 5473 Overpass.	5283	681-5283
Santa Maria Office, 3415 Orcutt	6326	934-6326

Cooperative Extension

Administration, 624 W. Foster, Santa Maria	6333	934-6333
Santa Barbara Office, 105 E. Anapamu, SB	3091	568-3091

Environmental Health Services Division

Administration, 120 Cremona, Goleta	4901	681-4901
Santa Maria, 2125 Centerpointe Parkway	8485	346-8485

ARTS COMMISSIONER

Administration, 321 Anacapa, SB	3431	568-3431
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ASSESSOR

105 E. Anapamu, SB	3247	568-3247
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ASSOCIATION OF GOVERNMENTS

Administration, 222 E. Anapamu, Suite 11, SB	2947	568-2947
TDM/Program (Traffic Solution), 222 E. Anapamu, Suite 24, SB	3594	568-3594

AUDITOR-CONTROLLER

Administration, 105 E. Anapamu, SB	2016	568-2016
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BOARD OF SUPERVISORS

1st District Office, 105 E. Anapamu, SB	2283	568-2283
2nd District Office, 105 E. Anapamu, SB	2283	568-2283
3rd District Office, 1745 Mission Dr., Solvang	8130	686-8130
4th District Office, 401 E. Cypress, Lompoc	7703	737-7703
5th District Office, 511 E. Lakeside Parkway, SM	8404	346-8404

CLERK OF THE BOARD

Administration, 105 E. Anapamu, SB	2249	568-2249
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EXT

DIRECT

SOCIAL SERVICES

Administration, 234 Camino Del Remedio, SB 4402 . . 681-4402
Lompoc Office, 124 N. "I" 7098 . . 737-7098
Santa Maria Office, 2125 Centerpointe Parkway 7197 . . 364-7197

SUPERIOR COURT

Administration, 1100 Anacapa, SB 3137 . . 568-3137
Santa Maria Office of Superior Court, 312 E. Cook 7453 . . 346-7453

TREASURER-TAX COLLECTOR-PUBLIC ADMINISTRATOR

Administration, 105 E. Anapamu, SB 2488 . . 568-2488
Employees' Retirement System, 105 E. Anapamu, SB 2487 . . 568-2487
Public Administrator, 105 E. Anapamu, SB 2487 . . 568-2487
Public Guardian, 105 E. Anapamu, SB 2488 . . 568-2488
Santa Maria Office, 511 Lakeside Parkway 8331 . . 346-8331

Submitted by:

General Services Department
Communications Division
4568 Calle Real
Santa Barbara, CA 93110

COUNTY OF SANTA BARBARA



105 East Anapamu Street
Room 104
Santa Barbara, CA 93101-2
(805) 568-3410
(805) 681-4200

AFFIRMATIVE ACTION OFFICE (A DIVISION OF THE COUNTY ADMINISTRATOR'S OFFICE)

SANTA BARBARA COUNTY

~~HANDICAPPED~~ *DISABLED* ACCESS GRIEVANCE POLICY AND PROCEDURE

ADA/Section 504 Grievance Procedure

~~Required under revenue sharing regulations (31 C.F.R. 51.55(d)(2))~~

REQUIREMENTS OF LAW: The County of Santa Barbara has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the *U.S. Department of Justice regulations implementing Title II of the Americans with Disabilities Act (ADA) and the Office of Revenue Sharing's (ORS) regulations (31 C.F.R. 51.55(d)(2))* implementing Section 504 of the Rehabilitation act of 1973, as amended (29 U.S.C. 794). *Title II and Section 504* states, in part, that "no otherwise qualified ~~handicapped disabled~~ individual...shall, solely by reason of his ~~handicap~~ *disability*, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination ~~under any~~ "in programs or ~~activity~~ *activities receiving federal financial assistance sponsored by a public entity.*" The County of Santa Barbara has a policy of reasonable accommodation of qualified ~~handicapped disabled~~ applicants for a policy of providing access to services, programs and activities to qualified ~~handicapped disabled~~ service and program eligible in the least restrictive environment

Adopted 8/25/86

Draft Revised 10/15/93

possible without possible undue hardship based on business necessity.

DEFINITIONS:

1. "~~Handicapped~~ *Disabled*" means any person who has a physical or mental impairment that substantially limits one or more major life activities, has a record of such an impairment, or is regarded as having such an impairment. The term physical or mental impairment includes, but is not limited to, cosmetic or anatomic loss or disfigurement, such diseases and conditions as orthopedic, visual, speech and hearing impairments, specific learning disabilities, organic brain syndrome, cerebral palsy, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, mental retardation, emotional illness, drug addiction and alcoholism.

2. "Qualified ~~handicapped~~ *disabled* individual" means:
 - a. With respect to employment, a ~~handicapped~~ *disabled* individual who, with reasonable accommodation, can perform the essential functions of the job in question; and,

 - b. With respect to services, a ~~handicapped~~ *disabled* individual who meets the essential eligibility requirements for the receipt of such services.

3. "Reasonable accommodation" in employment includes, but is not limited to, job restructuring, job reassignment, modification of work practices or schedules, acquisition or modification of equipment or devices, and other similar actions. The County of Santa Barbara is regarded for this purpose as a single employer.

4. "Least restrictive environment" means that environment which most closely resembles the provision of services to eligible persons who are not ~~handicapped~~ *disabled*.

5. "Undue hardship" means that the overall size of the facility, the number of employees, the size of the budget, the nature and composition of the workforce, the type of operation, the nature and cost of the accommodation, the availability of state, federal and/or private agency assistance, as well as other pertinent factors must be considered before determining that accommodation of a qualified ~~handicapped~~ *disabled* individual is infeasible, and without any practical alternatives. For this purpose, the County of Santa Barbara is considered to be *a* single employer.

6. "Business necessity" means that economic and physical exigencies prevent, rather than render inconvenient, the provision of accommodation or access, without any practical alternatives.

OFFICIAL TO RECEIVE COMPLAINT: Complaints should be addressed to the Santa Barbara County Affirmative Action Officer, 105 East Anapamu *Street*, ~~Room 403~~, Santa Barbara, CA 93101. The telephone number for the Affirmative Action Office is (805) ~~963-7119~~ 568-3410. The Affirmative Action Officer has been designated to coordinate *ADA*/Section 504 compliance efforts.

PROCEDURE:

1. FILING A COMPLAINT: A complaint ~~may be~~ *should* be filed in writing or orally, ~~and should~~ contain the name, address, and telephone number of the person filling ~~the complaint~~ *it*, and ~~should~~ briefly describe the alleged violation of the regulations. It should contain sufficient detail to identify the act or omission which is the subject of the complaint, the approximate date when the matter occurred, and the location. The complaint should specify a corrective action acceptable to the complainant. The names of any witnesses to the matter and the names of any County employees, agents, or officials involved, if known, will facilitate investigation. Complaints which are not sufficiently specific to identify the subject of the complaint in order to consider corrective action may be rejected, with the opportunity to submit a more detailed description within five (5) working days from the date of rejection. Oral complaints shall be reduced to a written summary for file by the Affirmative Action Officer.

2. TIME LIMIT FOR FILING: A complaint should be filed within thirty (30) days after the complainant becomes aware of the alleged violation. Processing of allegations of discrimination occurring before this grievance procedure was in place will be considered on a case by case basis. The county may waive the time limit for filing a complaint, for good cause, within its discretion.

3. INTERNAL REVIEW:
 - a. Investigation: An investigation, as may be appropriate, shall follow a filing of a complaint. Such investigation shall be informal, but shall afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.

 - b. Affirmative Action Officer: The Affirmative Action Officer, upon receipt of a complaint, shall determine the County official (or officials) who have the authority to resolve the complaint by granting corrective action, and shall refer the complaint to that official within five (5) working days after receipt of a complaint.

 - c. Responsible Official: The designated responsible official will investigate the

matter (with the assistance and advice of the Affirmative Action Officer) and will provide a response, orally or in writing, within thirty (30) days after referral by the Affirmative Action Officer. The official who has the authority to grant the corrective action may delegate responsibility for investigating and recommending a corrective action to a staff member, who shall report findings and recommendations for review and initial decision.

- d. Initial Decision: If the decision of the responsible official is other than to grant the corrective action requested, he or she shall notify the Affirmative Action Officer within fifteen (15) days from the date of referral by that officer. The Affirmative Action Officer will review the matter and attempt conciliation, if appropriate. The responsible official shall notify the complainant, orally or in writing, of the initial decision within the 30-day time limit in sub-paragraph (c), above. If the notification is oral, the responsible official shall summarize it in writing and provide a copy of a written decision or a written summary of an oral one to the Affirmative Action Officer.

- e. Request for Review by the ~~Administrative Officer~~ County Administrator. If the complainant is not satisfied with the responsible official's decision, the

complainant may submit a request for ~~review~~ *reconsideration* by the ~~Administrative Officer~~ *County Administrator*, via the Affirmative Action Officer. such request for ~~review~~ *reconsideration* must be submitted by the complainant within fifteen (15) days of the notice of the original official's decision. The request may be oral or in writing, but if it is oral, a summary shall be made in writing for file by the Affirmative Action Officer. Within 15 days after receiving a request for review, the ~~Administrative Officer~~ *County Administrator* will grant a corrective action acceptable to the complainant or advise the complainant of the right to present the matter to the Board of Supervisors of the County of Santa Barbara.

- f. Final Decision by the Board of Supervisors. A request for review of the matter before the Board of Supervisors shall be in writing, shall identify the matter which is the subject of the complaint, shall specify the corrective action desired, and shall be filed with the Clerk of the Board within thirty (30) days of receipt of the decision of the ~~Administrative Officer~~ *County Administrator*. This procedure is, to petition the Board or to be heard before the Board according to the rules of order, and any applicable provisions of law. The Board will render its decision

within a reasonable time, no later than sixty (60) days from presentation of the matter to it.

- g. Employment Matters Heard by Civil Service Commission. If the complaint alleges unlawful discrimination on the basis of ~~handicap~~ *disability* in employment or consideration for employment in the classified service of the County of Santa Barbara, the Civil Service Commission of the County of Santa Barbara shall receive the matter on behalf of the Board of Supervisors, and shall recommend action to the Board, in accordance with the Rules of the Civil Service Commission and County ordinances.

4. EXTERNAL REVIEW:

- a. The right of a person to a 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 an ADA complaint with the U.S. Equal Employment Opportunity Commission, Section 504 complaint with the Office of Revenue Sharing, U.S. Department of Treasury *and a California Fair Employment and Housing complaint with the State Department of Fair Employment and Housing.* ~~Utilization~~ Use of this grievance procedure is not a prerequisite ~~to~~ *nor does it preclude* the pursuit of other remedies.

Draft Revised 10/15/93

Santa Barbara County
~~Handicap~~ *Disabled Access*
Grievance Policy and Procedure
Page 9

- b. Nothing in this procedure shall impair a person's right to review of complaints of employment discrimination by the California Department of Fair Employment and Housing, or by the Office of Federal Contract compliance, U.S. Department of Labor.

5. RECORDS: The Affirmative Action Office shall maintain the files and records of the County of Santa Barbara relating to complaints filed.

6. STATEMENT OF COMPLIANCE: These rules shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards and to assure that the County of Santa Barbara complies with *the ADA and* Section 504 and the Office of Revenue Sharing Regulations.

4395z

Adopted 8/25/86
Draft Revised 10/15/93



Santa Barbara County
AFFIRMATIVE ACTION OFFICE

105 East Anapamu, Santa Barbara, CA 93101
(805) 568-3410

Complaint # _____

DISCRIMINATION COMPLAINT FORM

INSTRUCTIONS: Complete this form if you have a complaint regarding employment discrimination by a County Department, employee or Contractor.

S.S.# _____

1. NAME: _____ OFFICE: _____ TELEPHONE NUMBERS HOME: _____
STREET ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

- 2. BASIS OF DISCRIMINATION: (Please check in circle)
Age, Disability, National Origin, Religion, Vietnam Era Veteran/Disabled
Ancestry, Marital Status, Political Affiliation, Sex (including Pregnancy & Sexual Harassment)
Color, Medical Condition (Cancer-related), Race, Sexual Orientation

- 3. ISSUE: (Please check in circle)
Advertising, Harassment, Promotion, Training
Benefits, Hiring, Qualification/Testing, Transfer
Demotion, Job Assignment, Retaliation, Wages
Discharge, Job Classification, Seniority, Other (Specify)
Employee, Layoff/Recall, Terms and Conditions
Performance Review

- 4. FORM OF DISCRIMINATION: (Please check in circle)
Adverse Impact, Disparate Treatment, Effects of Past Discrimination, Reasonable Accommodation
Disparate Impact

5. WHICH DEPARTMENT/ORGANIZATION/OFFICE DO YOU BELIEVE DISCRIMINATED AGAINST YOU? _____

6. NAME AND TITLE OF PERSON(S) OR ACTION(S) CAUSING DISCRIMINATION. _____

7. ARE YOU CURRENTLY WORKING FOR THE DEPARTMENT/ORGANIZATION/OFFICE LISTED ABOVE? YES: ___ NO: ___

8. ORGANIZATION AND ADDRESS WHERE YOU WORK:

9. WHAT IS YOUR CLASSIFICATION AND JOB TITLE? _____

10. WHAT EMPLOYEE BARGAINING UNIT REPRESENTS YOU? _____

11. DATE ON WHICH MOST RECENT ALLEGED DISCRIMINATION TOOK PLACE.
Month _____ Day _____ Year _____

12. WHAT CORRECTIVE ACTION ARE YOU SEEKING?

13. THE COMPLAINT: Describe the act of discrimination including dates, places, names and titles of persons(s) involved. Attach extra sheets if necessary. Attach documentation.

14. I certify that the above information is true to the best of my knowledge.

Signature _____ Date _____

**DEFINITION AND INSTRUCTIONS FOR COMPLETING
THE DISCRIMINATION COMPLAINT FORM (Rev. 11/93)**

(1) **IDENTIFICATION:** Fill in your Social Security Number in the blank area shown. Print your name (last, first, middle initial), residence and telephone numbers.

(2) **BASIS OF DISCRIMINATION:** Place a check in the circle adjacent to any one or more of the bases shown in this section. AGE: 40+ years; ANCESTRY: Any; COLOR: Any; DISABILITY: Physical and/or Mental; MARITAL STATUS: Married or Unmarried; MEDICAL CONDITION: Cancer-related only; NATIONAL ORIGIN: Any nationality; RACE: Any race; RELIGION: Any sincere religious belief, including atheism; SEX: Male or Female, including pregnancy and sexual harassment; SEXUAL ORIENTATION: Heterosexuality, Homosexuality, and Bisexuality; VIETNAM ERA VETERAN/DISABLED: Anyone who is identified in this class.

(3) **ISSUE:** Place a check in the circle adjacent to any one or more of the issues shown in this section.

(4) **FORM OF DISCRIMINATION:** Place a check in the circle adjacent to any one or more of the forms of discrimination shown in this section:

ADVERSE IMPACT occurs when scored or unscored selection criteria for a job result in a disproportionate rejection which may be discriminatory against individuals protected under Title VII of the Civil Rights Act or the California Fair Employment & Housing act. Scored criteria where adverse impact may occur include paper & pencil tests & pre-employment interviews. Unscored criteria when it may occur include arrest records & requirements for certain experience or educational achievements.

DISPARATE TREATMENT is the handling of job applicants or employees differently. It is unlawful only when the form of discrimination is constitutionally or statutorily forbidden. The most typical disparate treatment cases are in the areas of discipline and discharge. In the absence of a consistent performance measurement system, the subjectivity of a supervisor is often responsible for discrimination against protected employees who are evaluated incorrectly or unequally.

EFFECTS OF PAST DISCRIMINATION means that there must be a demonstrable causal connection between the past discrimination and the current policy's adverse effect. Whenever an employer has engaged in past discrimination, current policies & practices must be examined to determine whether any members of the discriminated-against class continue to be adversely affected by the earlier discrimination.

REASONABLE ACCOMMODATION applies in only two bases for discrimination - Religious & Disabled discrimination. An employer is prohibited from employment practices against a religious belief unless they are able to demonstrate "that he/she (the employer) is unable to reasonably accommodate to an employee's or prospective employee's religious observance or practice without undue hardship on the conduct of the employer's business". The employer is duty bound to accommodate only when an employee establishes a "sincere" religious belief, and the employer may require more proof than a mere declaration of sincerity. Included are individuals who are not members of recognized churches or synagogues but who sincerely hold meaningful religious beliefs. Discrimination against atheists is also prohibited. KKK membership, however, does not establish a protected belief. In the area of DISABLED, employers are required to make reasonable modification of facilities to accommodate the physically disabled and to modify jobs whenever possible to accommodate a physically or mentally disabled person who is otherwise qualified for the job.

(5), (6), (7), (8), (9), (10) - SELF EXPLANATORY.

(11) **CORRECTIVE ACTION SOUGHT:** Please be very specific (i.e., back pay, front pay, removal of negative material from the personnel jacket, reconsideration for the job, cease and desist harassment, re-evaluation of performance, etc.).

(12) **THE COMPLAINT:** Describe as much as you can in chronological order. Particularly include names and telephone numbers of witnesses, dates, times, places and the specific act(s) of discrimination. Attach an extra sheet if necessary.

(13), (14), (15) - SELF EXPLANATORY.

If you have any questions on the completion of this form, please contact:

County of Santa Barbara
Affirmative Action Officer
105 East Anapamu Street, Room 104
Santa Barbara, CA 93101
(805) 568-3410

EXT

DIRECT

PUBLIC DEFENDER

Administration, 1100 Anacapa, SB	3536	568-3536
Lompoc Office, 115 Civic Center Plaza	7881	737-7881
Santa Maria Office, 312 E. Cook	7670	346-7670

PUBLIC WORKS

Accounting, 1100 Anacapa, SB	3249	568-3249
Administration, 123 E. Anapamu, SB	3019	568-3019
Betteravia Government Center, Santa Maria	8301	346-8301
Building & Development, 624 W. Foster Rd., SM	6283	934-6283
Capital Projects, 1100 Anacapa St., SB	3249	568-3249
Laguna Sanitation, 624 Foster Rd., SM	6283	934-6283
Petroleum, 1100 E. Clark, SM	3389	568-3389
Roads			
Administration, 123 E. Anapamu, SB	3318	568-3318
Lompoc Road Yard, Sweeney Rd @ Highway 246	7847	737-7847
Santa Barbara Road Yard, 4415 Cathedral Oaks	5679	681-5679
Santa Maria Road Yard, 912 W. Foster	6214	934-6214
Summerland	3314	568-3314
Solid Waste, 120 Cremona, Suite C, Goleta	4051	681-4051
Tajiguas/SW	968-5875
Transfer Station, 4430 Calle Real, SB	5617	681-5617

RESOURCE MANAGEMENT

Administration, 123 E. Anapamu, SB	2030	568-2030
Energy Division, 1226 Anacapa, SB	2522	568-2522
Santa Maria Office, 624 W. Foster	6258	934-6258
Water Agency, 122 W. Figueroa, SB	3549	568-3549

SHERIFF-CORONER

Administration, 4434 Calle Real, SB	4322	681-4322
Buellton, 140 W. Highway 246	8153	686-8153
Carpinteria Station, 5575 Carpinteria Ave., Carp	566-2166
Coroner, 66 S. San Antonio, SB	4308	681-4308
Criminal Records, 4434 Calle Real, SB	5346	681-5346
Inmate Records/Jail, 4436 Calle Real, SB	4327	681-4327
Isla Vista Station, 6546 Pardall, IV	4770	681-4770
Jail Administration, 4436 Calle Real, SB	4327	681-4327
Lompoc Station, 751 Burton Mesa	7741	737-7741
Lompoc Special Operations Bureau	7944	737-7944
New Cuyama Station, 215 Newsome	766-2243
Public Safety Dispatch	4304	681-4304
Santa Barbara Special Operations Bureau	4316	681-4316
Santa Maria Station, 812-A W. Foster	6325	934-6325
Solvang Station, 1745 Mission	5010	686-5010
Court Services/Transportation, 1105 Santa Barbara, SB	2479	568-2479

EXT

DIRECT

GENERAL SERVICES

Administration, 105 E. Anapamu, SB	2674	568-2674
Communications Office, 4568 Calle Real, SB	5610	681-5610
Data Services Office, 105 E. Anapamu, Room 304, SB	2674	568-2674
Purchasing Office, 1100 Anacapa, SB	2705	568-2705
Risk Management, 1100 Anacapa, SB	2705	568-2705
Telephone Services Office, 4568 Calle Real, SB	5610	681-5610
Vehicle Operations, 4568 Calle Real, SB	5610	681-5610

HEALTH CARE SERVICES

Administration, 300 N. San Antonio, SB	5191	681-5191
Alcohol & Drug Programs	5413	681-5413
EMS, Emergency Medical Services, SB	5142	681-5142
Fiscal Operations	5126	681-5126
Personnel/Payroll	5126	681-5126
Public Health			
Administration, 345 Camino Del Remedio, SB	5424	681-5424
Cancer Registry, 315 Camino Del Remedio, SB	5159	681-5159
Carpinteria Public Health Clinic, 931 Walnut Ave.	684-1070
Franklin Public Health Clinic, 1136 E. Montecito, SB	2039	568-2039
General Accounting, 300 N. San Antonio, SB	5126	681-5126
Jail Medical Office, 4436 Calle Real, SB	4310	681-4310
Lab/X-Ray, 315 Camino Del Remedio, SB	4756	681-4756
Lompoc OB Clinic, 202 E. Cypress	7963	737-7963
Lompoc Public Health Clinic, 100 E. Locust	7759	737-7759
Medical Records, 315 Camino Del Remedio, SB	5411	681-5411
Medical Records, 2115 S. Centerpoint Parkway, SM	7306	346-7306
Medical Services Admin, 345 Camino Del Remedio, SB	5424	681-5424
New Cuyama Public Health Clinic, 4711 Hwy 166	766-2376
Older Adult Program, 300 N. San Antonio Rd., SB	5331	681-5331
Older Adult Program, 2125 S. Centerpoint Parkway, SM	8386	346-8386
Pharmacy, 300 N. San Antonio Rd., SB	5430	681-5430
Public Health Programs/Administration, 345 Camino Del Remedio, SB	5424	681-5424
SBarbara Public Health Clinic, 345 Camino Del Remedio	5424	681-5424
SMaria Public Health Clinic, 2115 Centerpointe Parkway	8449	346-8449
Vital Statistics, 315 Camino del Remedio, SB	5141	681-5141
WIC, 622 N. "H" St., Lompoc	7967	737-7967
WIC, 315 Camino Del Remedio, SB	4755	681-4755
WIC, 2125 S. Centerpoint Parkway, SM	8243	346-8243

HUMAN SERVICES DIVISION

105 E. Anapamu, SB	2249	568-2249
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JOB TRAINING NETWORK

Administration, 228 W. Carrillo, SB	2285	568-2285
Santa Maria Office, 218 W. Carmen Lane	7462	346-7462

EXT DIRECT

COUNTY ADMINISTRATOR

Administration, 105 E. Anapamu, SB 2249 568-2249
Affirmative Action Office, 105 E. Anapamu, SB 3272 568-3272
Legislative Program (916) 441-5507
Local Agency Formation Commission, 105 E. Anapamu, SB 2249 568-2249

COUNTY CLERK RECORDER

Lompoc

Lompoc Office, 401 E. Cypress 7703 737-7703

Santa Barbara

Administration, 1100 Anacapa 2219 568-2219
Elections, 1100 Anacapa 2209 568-2209
Recorder, 1100 Anacapa 2266 568-2266

Santa Maria

Clerk of The Superior Court, 312 E. Cook 7616 346-7616
Clerk of The Superior Court, 812-B W. Foster 6355 934-6355
Elections, 511 E. Lakeside Parkway, Bldg D 8371 346-8371
Recorder, 511 E. Lakeside Parkway, Bldg D 8371 346-8371

COUNTY COUNSEL

Administration, 105 E. Anapamu, RM 201, SB 2982 568-2982
Santa Maria Office, 511 E. Lakeside Parkway 8353 346-8353

DISTRICT ATTORNEY

Administration, 1105 Santa Barbara, SB 2398 568-2398
Annex, 118 E. Figueroa St., SB 2453 568-2453
Lompoc Office, 115 Civic Center Plaza 7732 737-7732
Lompoc Family Support, 401 E. Ocean 7992 737-7992
Santa Barbara Family Support, 1114 State, Suite 308 2387 568-2387
Santa Barbara Records 2453 568-2453
Santa Maria Family Support, 201 Miller 7492 346-7492
Santa Maria Office, 312-D E. Cook 7588 346-7588

EMERGENCY SERVICES, OFFICE OF

Administration, 126 W. Figueroa, SB 3468 568-3468
Emergency Coordinations Center (Calle Real) 4303 681-4303

FIRE DEPARTMENT

Administration, 4410 Cathedral Oaks, SB 5563 681-5563
Buellton Operations Office, 168 W. Hwy 246 5071 686-5071
Hazmat Planning, Station 32, Santa Ynez 8179 686-8179
New Cuyama Station 41 766-2795
Santa Maria Station 21 6300 934-6300

FLOOD CONTROL AND WATER CONSERVATION DISTRICT

Administration, 123 E. Anapamu, SB 3434 568-3434



**Santa Barbara County
AFFIRMATIVE ACTION OFFICE**

105 East Anapamu, Santa Barbara, CA 93101
(805) 568-3410

AMERICANS WITH DISABILITIES ACT

**COMPLAINT FORM FOR ALLEGED DISCRIMINATION
ON THE BASIS OF DISABILITY**

Complainant's Name: _____ Date: _____
Phone #: () _____
() _____
Address: _____
_____ CA _____

Describe the alleged discriminatory action in sufficient detail to make your complaint clear. Attach additional pages, if necessary.

What actions do you request be taken to correct the alleged discrimination?

Signature of (check one):

_____ Complainant(s)
_____ Authorized representative(s)

Signature

Date