



ADA Transition Plan Phase 2

Buffalo County

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1. Purpose

Buffalo County developed a transition plan in December 2016 and this second phase is to provide an update to what still remains to be completed. Individuals who would like background information on the original transition plan should contact the ADA Coordinator.

2. Physical Barriers

The table below identifies the deficiencies found in the facilities that were inspected for ADA compliance by the Buffalo County Facilities Director. Adjacent to each deficiency is the proposed action plan to correct said deficiency, and the current status of each deficiency. Except for deficiencies set forth below, all other aspects of our County owned facilities appear to be compliant with the ADA.

Buffalo County Courthouse

Deficiency	Action Item	Status
1. Entrance sign does not have raised letters	Replace sign	Have pricing & will purchase new signage as budget allows
2. No emergency evacuation maps posted	Create and post emergency evacuation maps	Have pricing & will purchase new signage as budget allows
3. Break rooms have limited ADA compliance	Adjust breakrooms for compliance (utilize lower shelves/drawers, label contents etc.	Organizing/labeling up to each department
4. Defibrillator box sticks out 7"	Recess box into the wall	In the process of moving and will be completed no later than December 31, 2018
5. Signs do not have raised letters and number system/braille needs to be addressed	Install new sign inserts with braille and raised letters	Have pricing & will purchase new signage as budget allows

Justice Center-1512 Central Avenue

Deficiency	Action Item	Status
1. Break rooms and jury rooms do not have frequently used items	Adjust items to utilize lower cabinets and drawers for frequently used items	Organizing/labeling up to each department

stored where they can be reached from a wheelchair		
2. Break room and jury rooms do not have labeling on their cabinet/shelves	Label cabinets/shelves	Organizing/labeling up to each department
3. Break room and jury rooms do not have accessible paper towel dispensers	Add accessible paper towel dispensers	New towel dispenser on order and will be installed no later than December 31, 2018
4. Court Clerk's office has many shelves/cabinets up high and inaccessible to wheelchairs	Adjust items on shelves/cabinets as needed for accessibility	Organizing/labeling up to each department
5. Signs at the County Court Clerk's windows are installed above the windows and have no ADA accessibility	Add ADA accessible signs	Have pricing & will purchase new signage as budget allows
6. Door closing speeds throughout are too fast	Slow down close speeds	In the process of adjusting doors with B & G staff and will be completed no later than December 31, 2018
7. Need signs at inaccessible restrooms to direct to accessible restrooms (jury area)	Add direction signs on inaccessible restrooms	Have pricing & will purchase new signage as budget allows
8. Restroom doors with closures close too fast	Slow close speed	In the process of adjusting doors with B & G staff and will be completed no later than December 31, 2018

Jail Visitation/Administration/EOC

Deficiency	Action Item	Status
1. Handicap parking stalls need signs	Add signage	Have pricing & will purchase new signage as budget allows
2. No signs identifying accessible entrances	Add signage	Have pricing & will purchase new signage as budget allows
3. Gun cabinets in emergency egress corridor stick out too far	Build partial wall underneath	Order cabinets and will install when they arrive. Will be completed no later than December 31, 2018

4. Doors close too fast	Slow close speed	In process of adjusting doors with B & G staff and will be completed no later than December 31, 2018
5. Paper towel dispensers are too high in jail basement/EOC	Install new dispensers	New dispensers on order and will install when they arrive. Will be completed no later than December 31, 2018
6. Toilets too far off side wall	Install offset flanges	Parts on order and contractor will install in January 2018
7. Handicap parking stalls too far from EOC	Add handicap stall in SE parking lot	Will install new handicap stall in Spring 2018

Department of Health and Human Services

Deficiency	Action Item	Status
1. Most of the doors have knobs instead of handles	Replace locksets with lever sets	Have pricing on new locksets and will purchase and install as budget allows
2. No entrance sign going into HHS	Install signs with raised letters	Have pricing & will purchase new signage as budget allows
3. No emergency evacuation maps posted	Create and post emergency evacuation maps	Have pricing & will purchase new signage as budget allows
4. Handicap stalls not compliant	One on north side should be eliminated and on the one on the south side is not compliant and either needs to be moved or eliminated	Will move stall in the spring when weather allows
5. Van accessible space does not have correct sizing/aisle hatching	Add additional paint to increase aisle hatching	Will adjust van stall in spring when weather allows
6. There are no signs on inaccessible entrance to direct to nearest accessible entrance	Install signs	Have pricing & will purchase new signage as budget allows
7. There is no sign on accessible entrance	Install sign	Have pricing & will purchase new signage as budget allows
8. The only accessible egress route out of HHS is the main entrance	Need to install ramp at either the west or south emergency door in order to provide a second accessible route	Have design of exit ramp from architect and will price and install in the spring when weather allows
9. Defibrillator box sticks out 7"	Need to recess box in brick wall	In the process and will be completed by December 31, 2018

10. No tactile stars on elevator jambs at main level entry (spelling?)	Add stars to signage on jambs	Have pricing & will purchase new signage as budget allows
11. Signs on permanent rooms/space do not have raised letters or braille	Replace signs	Have pricing & will purchase new signage as budget allows
12. Restroom signs need lowered and raised letters	Move and replace signs	Have pricing & will purchase new signage as budget allows
13. Clear floor space is inadequate at front restroom	Install signage to direct people to nearest ADA restroom by Zoning	This restroom will not be an ADA bathroom but signage will be installed to direct to nearest ADA compliant restroom
14. Mirror is installed too high in the front restroom	Lower mirror or install taller mirrors	This restroom will not be an ADA bathroom but signage will be installed to direct to nearest ADA compliant restroom
15. Toilets in front restroom and upstairs worker restroom are too far off the side wall	Install offsets	Parts on order and contractor will install in January 2018
16. Baby changer in front restroom infringes on clear floor space and grab bar clearance	Move or eliminate baby changing table	This restroom will not be an ADA bathroom but signage will be installed to direct to nearest ADA compliant restroom
17. Front restroom sink does not have a clear floor space	Room is too small to correct, install signage to direct to nearest ADA restroom by Zoning	This restroom will not be an ADA bathroom but signage will be installed to direct to nearest ADA compliant restroom
18. Basement stair handrail is too short	Add to handrail to meet required height	Will adjust with B & G staff no later than December 31, 2018

Highway/Weed Building

Deficiency	Action Item	Status
1. Entrance signs do not have raised letters	Replace signs	Have pricing & will purchase new signage as budget allows
2. No emergency evacuation maps posted	Create and post emergency evacuation maps	Have pricing & will purchase new signage as budget allows
3. Handicap stall sign is too low and does not have a van accessible sign	Raise sign and add van accessible markings	Have pricing & will purchase new signage as budget allows

4. No accessible signage at front entrance doors	Add signs	Have pricing & will purchase new signage as budget allows
5. Front doors to both Highway and Weed Department closes too fast	Slow close speed	In the process of adjusting with B & G staff and will completed no later than December 31, 2018
6. Mirrors are installed too high	Lower mirrors	In the process of installing new mirrors and will be completed no later than December 31, 2018
7. Coat hook in men's restroom needs to be wrapped	Lower coat hook	In the process of installing new mirrors and will be completed no later than December 31, 2018
8. Toilet too far office side wall in men's restroom	Install offset flange	In the process of installing new mirrors and will be completed no later than December 31, 2018
9. Grab bars are backwards in men's restroom (long bar in back and short on one side)	Switch grab bars	In the process of installing new mirrors and will be completed no later than December 31, 2018
10. Only drinking fountain is in shop and not accessible to the public	Replace drinking fountain	Have pricing and will install new drinking fountain as budget allows

Extension Building

Deficiency	Action Item	Status
1. Office entrances do not have raised letters	Replace signs	Have pricing & will purchase new signage as budget allows
2. No emergency evacuation maps are posted	Create and post emergency evacuation maps	Have pricing & will purchase new signage as budget allows
3. Shelves and Counters in main office area are not reachable from a wheelchair	Utilize reachable shelving and alternate countertops as needed	Organizing shelving up to department

and are not adjustable		
4. Handicap stall for van accessible needs to have the hatching aisle increased	Paint larger aisle	Will adjust paint in the spring as weather allows
5. No signs to indicate accessible entrance or route to accessible entrance	Add signs	Have pricing & will purchase new signage as budget allows
6. No signage	Add accessible signage to permanent rooms	Have pricing & will purchase new signage as budget allows
7. Drinking fountain is infringing upon light switches	Remove or install new fountain in different location	In the process of removing drinking fountain and installing a new one in a different location. Will be completed no later than December 31, 2018

Midtown/Adult Probation

Deficiency	Action Item	Status
1. Most of the doors have knobs instead of handles	Change locksets to lever locks	In process of plans/pricing for a significant building remodel in summer 2018
2. Entrances signs do not have raised letters	Replace signs	Have pricing & will purchase new signage as budget allows
3. No emergency evacuation maps posted	Create and post emergency evacuation maps	Have pricing & will purchase new signage as budget allows
4. There is only limited space for a wheelchair to access or turnaround throughout the building	Adjust corridors for width and turnaround capabilities	In process of plans/pricing for a significant building remodel in summer 2018
5. Handicap stalls are not compliant	Hatching pattern needs to be painted wider to make it van accessible	Will install in spring as weather allows
6. No van accessible handicap sign	Install a van accessible sign	Have pricing & will purchase new signage as budget allows
7. No accessible signage at front entrance door	Install signage	Have pricing & will purchase new signage as budget allows

other than door push pad		
8. There is only one accessible egress route from the building (front door)	Add accessible egress route from the back of the building	In process of plans/pricing for a significant building remodel in summer 2018
9. Back corridors are narrow (without trim 36" with trim 35.5")	Widen corridors	In process of plans/pricing for a significant building remodel in summer 2018
10. Narrow corridors have no turn around space to get back to the front of the building	Create turnaround space at the rear of the building	In process of plans/pricing for a significant building remodel in summer 2018
11. There are limited signs and none of the signs are correct	Replace and install signs	In process of plans/pricing for a significant building remodel in summer 2018

Fleet Maintenance/Juvenile Probation

Deficiency	Action Item	Status
1. Entrance sign does not have raised letters	Replace sign	Have pricing & will purchase new signage as budget allows
2. No emergency evacuation maps posted	Create and post emergency evacuation maps	Have pricing & will purchase new signage as budget allows
3. Handicap stall not compliant	Adjust sizing of stall or aisle hatching for van accessible space	Will adjust stall in spring as weather allows
4. Entrances do not have handicap accessible signs	Install and/or replace signs	Have pricing & will purchase new signage as budget allows
5. No signs in building	Install signs on permanent rooms	Have pricing & will purchase new signage as budget allows

Unoccupied Office Building-215 W 18th Street

Building is under construction and not currently being used

Deficiency	Action Item	Status
1. Entrance signs do not have raised letters	Replace signs	Have pricing & will purchase new signage as budget allows

2. No emergency evacuation maps posted	Create and post emergency evacuation signs	Have pricing & will purchase new signage as budget allows
3. No handicap sign	Install handicap signage	Have pricing & will purchase new signage as budget allows
4. No accessible signage at front entrance doors	Install signage	Have pricing & will purchase new signage as budget allows
5. No signage	Add signs to permanent rooms	Have pricing & will purchase new signage as budget allows
6. Front counter not ADA accessible	Modify front counter	In the process with building remodel and will be completed no later than December 31, 2018

3. Conclusion/ Action Plan

Below is Buffalo County's action plan to remove physical and administrative barriers to our programs, services, and activities. Buffalo County will continue to review this action plan, and look for more ways to remove barriers. The action plan was created to help ensure action is being taken and will document our efforts to become ADA complaint. The action plan shows the action that needs taken, the implementation date, and the department and/or individual responsible for the implementation. Once this plan is approved by the Buffalo County Board of Commissioners, it will be reviewed every year. The Action Plan will be available at the ADA Coordinator's Office for review upon request.

3.1 Action Plan for Physical Barriers

For all of the facilities listed above, we will conduct the following action plan designed to address the deficiencies set forth in section 2.

Action Item	Implementation Date	Responsible Party
1. Solicit quotes as needed to perform renovation/construction work necessary to bring facilities into compliance with ADA	On or before 12/31/2017	Building and Grounds Department
2. Assess solicited quotes and develop a timeline for implementing facility improvements.	On or before 12/31/2017	Building and Grounds Department

3. Implement the improvement timeline as funds become available	Upon completion of items 1 and 2	Building and Grounds Department
4. Review all future construction renovation plans to ensure ADA compliance from initial construction	Ongoing	Building and Grounds Department

3.2 Action Plan for Administrative Barriers

Action Item	Implementation Date	Responsible Party	Status
<u>Policies and Procedures</u>			
1. When/If we create a publication for the public, we will emphasize that our programs are accessible to individuals with disabilities	Ongoing	All County Departments/ADA Coordinator	
2. Continue to mandate that all public meetings be held in an ADA accessible facility	Ongoing	All County Departments	
3. Update the county website to be ADA compliant	On or before 07/01/18	IT Department	The website has been updated, but there are some URL's that still need corrected. Also, our scan is currently showing 12 errors, that we are currently in the process of correcting
<u>Training</u>			
4. Encourage staff to attend	Ongoing	All County Departments	

available conference sessions addressing ADA compliance when offered by partners such as NIRMA/NACO			
5. Continue to offer TTD/TTY services and train employees on how to handle these calls	Ongoing	IT Department/Communications	
6. Continue to monitor new agreements for ADA compliance	Ongoing	County Attorney	
<u>Other steps towards ADA Compliance</u>			
7. Continue to research the feasibility of purchasing equipment, upon request, designed for those that are hearing impaired.	On or before 12/31/18	ADA Coordinator	We have started to install devices in the courtrooms and the board room, but this project is not yet complete. We are still researching the feasibility and availability of portable equipment
8. Research options for making our videos or audio files available for the public captioned	On or before 12/31/18	ADA Coordinator	

Buffalo County will review and/or update the transition plan on an annual basis. This transition plan and self-evaluations will be on file with the ADA Coordinator for at least three years for public review. All of this information will also be on our county website.