

1 Introduced December 16, 2008, by
2 Councilman Canada, seconded by
3 Councilman Hursey, (by request of
4 Administration)

5 **RESOLUTION R08-72**

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7 A resolution by the Slidell City Council appointing Randy Clement as Section
8 504 Coordinator while participating in the State of Louisiana Community Development
9 Block Grant (CDBG) Disaster Recovery Program administered by the Division of
10 Administration.

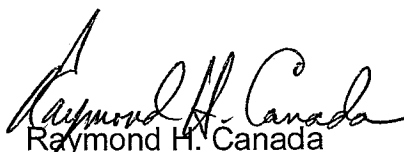
11 WHEREAS, the City of Slidell has been afforded the opportunity to
12 participate in the State of Louisiana Community Development Block Grant (CDBG)
13 Disaster Recovery Program administered by the Division of Administration; and

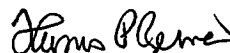
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15 WHEREAS, the State requires Grantees to designate a responsible person
16 to coordinate the City's efforts to comply with Section 504 of the Rehabilitation Act of 1973
17 as amended.
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20 NOW THEREFORE BE IT RESOLVED by the Slidell City Council that
21 Randy Clement is appointed as Section 504 Coordinator.
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24 BE IT FURTHER RESOLVED that Mayor Ben O. Morris is hereby authorized
25 to execute the attached Section 504 Certification.
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27 **ADOPTED** this 16th day of December, 2008.
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31 Raymond H. Canada
32 President of the Council
33 Councilman, District E

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35 Thomas P. Reeves
36 Council Administrator
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4 CERTIFICATE

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6 I, Thomas P. Reeves, Clerk of the Slidell City Council, certify that the above and foregoing
7 constitutes a true and correct copy of a Resolution passed and adopted by the City of
8
9 Slidell on December 16, 2008.

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13 _____
14 Thomas P. Reeves
15 Council Administrator
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Section 504 Assurance
December 16, 2008

The City of Slidell does hereby assure the Office of Community Development, Division of Administration that, as a recipient of Louisiana Community Development Block Grant funds, all activities of this grant will be operated in compliance with requirements of Section 504 of the Rehabilitation Act of 1973, as amended. As a local government with 15 or more employees, the City of Slidell further assures the Office of Community Development, Division of Administration that it has appointed Randy Clement as the designated Section 504 Coordinator (24 CFR 8.53), and adopted a Section 504 Grievance Procedure on (24 CFR 8.53), and made notification by posting of notices, publication in newspapers and magazines, placement of notices in recipients' publications, and distribution of memoranda or other written communications as a means of providing for continuing notification of participants, beneficiaries, applicants, and employees that it does not discriminate on the basis of handicap in its federally assisted programs (24 CFR 8.54).

Ben O. Morris
Mayor

Date

SECTION 504 GRIEVANCE PROCEDURE
DECEMBER 16, 2008

The City of Slidell, Louisiana has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the regulation of the U.S. Department of Housing and Urban Development, 24 CFR Part 8, implementing Section 504 of the Rehabilitation Act of 1973, as amended (Public Law 93-112). Section 504 states, in part: "No otherwise qualified handicapped individual shall, solely by reason of his handicap be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance". To further assist those who may have a Grievance concerning Section 504 compliance Randy Clement has been designated to coordinate the efforts of the City of Slidell, Louisiana to comply with requirements of Section 504 and its implementing regulations, 24 CFR Part 8.

1. A complaint should be in writing, contact the name address of the person filing it, and briefly describe the action alleged to be prohibited by the regulation.
2. A complaint should be filed in the office of the Section 504 Coordinator within a reasonable time after the person filing the complaint became aware of the action alleged to be prohibited by the regulation.
3. The Compliance Coordinator shall meet with the complainant within fifteen (15) days after receipt of the complaint to discuss the complaint and any possible resolution(s).
4. The Compliance Coordinator or his/her designee shall conduct such investigation of the complaint as may be appropriate to determine its validity. These rules contemplate informal but thorough investigations, affording all interested persons and their representatives, if any, an opportunity to submit evidence relevant to the complaint.
5. The Compliance Coordinator shall issue a written decision determining the validity of the complaint no later than thirty (30) days after its filing. The response will offer options for resolution of the complaint. The City of Slidell, Louisiana shall be advised of any decision or resolution regarding the complaint.
6. If the decision of the Compliance Coordinator does not resolve the issue, the complainant may appeal the decision of the Coordinator within fifteen (15) days after receipt of the response to the City of Slidell, Louisiana or his or her designee.
7. The City of Slidell, Louisiana or his or her designee shall meet with the complainant within fifteen (15) days after receipt of the appeal to discuss the complaint and any possible resolution. Within fifteen (15) days after the meeting the City of Slidell, Louisiana or his or her designee will respond in writing, with a [mal resolution of the complaint.

8. The Section 504 Coordinator shall maintain the files and records of the City of Slidell Louisiana relating to complaints filed hereunder.
9. The right of a person to 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 a Section 504 complaint with the Department of Housing and Urban Development or other Federal or State Agencies. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies. Complaints may be forwarded for disposition to the:

Office of Fair Housing and Equal
Opportunity Department of Housing and
Urban Development Washington, DC 20410

Complaints may also be filed at any Regional or Field Office
of the Department such as:

Department of Housing and Urban
Development Regional Office
Fair Housing and Equal Opportunity
Division P.O. Box 2905
Fort Worth, TX 76113-2905

10. Determinations made under these procedures shall be liberally constructed to protect the substantial rights of interested persons, to meet appropriate due process standards and to assure the compliance of the City of Slidell, Louisiana with Section 504 and its implementing regulation.

GRIEVANCE FILING FORM

DATE _____

Your Name _____

If Employee - Position _____

Place Where You May Be Reached _____

Address _____

Telephone number _____

Nature of grievance (Please describe the policy or action you believe may be in violation of Section 504. Use additional sheets as necessary.)

When did you become aware of action or policy you believe to be in violation of Section 504? _____

If others are affected by the possible violation, please give their names (if you wish)

If you wish, describe any correction action you would like to see taken with regard to the violation or provide other information relevant to this grievance. (Use additional sheets as necessary.)

Name and Address of
Grant Recipient:

City of Slidell

P.O. Box
828

Slidell, Louisiana 70459

Signature of Grievant

Signature of person
receiving grievance