

Chapter	11	Procedures
Subject	2	Americans with Disabilities Act
Topic	1	Access to Fire Department Facilities

Definition

- A. The Americans with Disabilities Act (ADA) prohibits discrimination on the basis of disability.
- B. Under this federal law, the Fire Department must provide full and equal opportunity to receive services from and to participate in programs offered. These programs and services must be provided for in an integrated setting, unless separate or different measures are necessary to ensure equal opportunity.

Policy

- A. The Fire Department must ensure that individuals with disabilities are not excluded for services, programs and activities because buildings are inaccessible.
 - 1. In considering access, the intent of ADA is the integration of individuals with disabilities into the mainstream of society.
 - 2. Service may not be provided for the disabled which are separate and different, unless the separate programs are necessary to ensure that benefits and services are equally effective.
- B. When providing service or programs in fire stations, it is necessary to identify areas of public access versus areas limited to employees use only.
 - 1. Fire Department fire stations will be made accessible to the disabled by designating an apparatus bay door as access entry and the apparatus bay area of the fire station is designated as a public area.
 - 2. All other areas of the fire stations are designated as non public areas and will be marked with signs “for employees only”.
 - 3. If station rest rooms are not adapted for disabled persons, the rest rooms cannot be used by the public.
- C. The Administrative Office at 430 Central Avenue is not accessible to the disabled. Accommodations for the disabled to obtain any report, document or service from the Administration or Fire Prevention offices will be made.
 - 1. The access to the building will be the bay doors on the Fifth Street side.
 - 2. Station personnel will assist the person in obtaining assistance from the appropriate personnel in the administration office to provide the needed service.

D. Any public meeting or press conference called by the Fire Department will be held at a location that is accessible to persons with disabilities. All announcements will have the following statement on the bottom "Reasonable accommodations for disabled persons will be provided upon request" with a phone number of the contact person listed on the announcement.

E. American with Disabilities Act requirements will be considered whenever policies are developed that will have an impact on the general public.