



Community Action Council

of Lewis, Mason & Thurston Counties

Notice: Non-Discrimination Policy

In accordance with the requirements of title II of the Americans with Disabilities Act of 1990 ("ADA"), the Community Action Council of Lewis, Mason & Thurston Counties ("the Council") will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment Process: The Council does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the ADA. All candidates will be screened based on education, experience, and qualifications. Those most qualified will be invited to participate in oral interviews or other parts of the selection process. Community Action Council will provide reasonable accommodation for persons with disabilities during the selection process, if requested. Please notify the Human Resources department of the accommodation needed, preferable at the time of application, but at least two days prior to the date needed.

Equal Opportunity Employer: Community Action Council is committed to provide equal opportunity to all persons seeking or having access to its employment, services and activities, which is free from restriction based on race, sex, marital status, color, creed or religion, national origin, age, sexual orientation, including gender expression or identity, pregnancy, status as an honorably discharged veteran or military status, genetic information, or the presence of any sensory, mental or physical disability, unless based upon bona fide occupational qualifications. Applicants with disabilities who need accommodation with the application or selection process should contact Community Action Council's Human Resources, at (360) 438.1100. Those who are deaf, deaf-blind, hard of hearing or speech impaired may use the statewide relay system to reach Community Action Council's offices and departments to conduct their business telephonically. Relay users can simply dial 7-1-1 (or 1-800-833-6388) to connect with Washington Relay.

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

Modifications to Policies and Procedures: The Council will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in the Council offices, even where pets are generally prohibited.

Approved by the Community Action Council of Lewis, Mason & Thurston Counties Board of Directors on March 28, 2018.



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Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Council, should contact the office of Katrina Kahler-Wilson, ADA Coordinator (360) 438.1100 as soon as possible but no later than 48 hours before the scheduled event.

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

Complaints that a program, service, or activity of the Council is not accessible to persons with disabilities should be directed to Katrina Kahler-Wilson, ADA Coordinator (360) 438.1100.

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