

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR COLUMBIA COUNTY, OREGON

In the Matter of Adopting a)
Grievance Procedure for)
Oregon Community Block Grant)
Project Beneficiaries)
_____)

ORDER NO. 101-02

WHEREAS, as a recipient of Oregon Community Block Grant (CDBG) funds, the County must adopt a grievance procedure for complaints of alleged discrimination based on disability for all employees and Oregon CDBG project beneficiaries; and

WHEREAS, the County already has a grievance procedure for employees; and

WHEREAS, it is in the County's interest to adopt a grievance procedure for complaints of alleged discrimination based on disability for Oregon CDBG project beneficiaries;

NOW, THEREFORE, IT IS HEREBY ORDERED that the grievance procedure for Oregon CDBG project beneficiaries attached hereto, labeled Exhibit "A" and incorporated herein by this reference be, and hereby is, ADOPTED.

DATED this 27th day of November, 2002.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: [Signature]
Chair

By: [Signature]
Commissioner

By: [Signature]
Commissioner

Approved as to form

By: [Signature]
Office of County Counsel
H:\BOC\CAT\CDBG Grievance Policy.wpd

EXHIBIT "A"

COLUMBIA COUNTY GRIEVANCE PROCEDURE
FOR COMPLAINTS OF ALLEGED DISCRIMINATION
BASED ON DISABILITY BY OREGON COMMUNITY
DEVELOPMENT BLOCK GRANT PROJECT BENEFICIARIES

If you are an Oregon Community Development Block Grant project beneficiary and believe you have been discriminated against on the basis of a disability, Columbia County has adopted the following procedure for handling your grievance:

1. Submit complaint in writing to the Board of County Commissioners' Staff Assistant for resolution. A record of the complaint and action taken will be maintained. A decision by the Board will be rendered within 15 working days.
2. If the complaint cannot be resolved to your satisfaction by the Staff Assistant:
 - a. It will be forwarded to a committee appointed by the Board of County Commissioners. This committee's membership, its ground rules or procedures for hearing complaints, and how the committee can be contacted will be available to the public. The committee will be directed to hear such complaints in an objective, public manner, and after adequate public notice. A written decision will be made within 30 workings days. Proceedings of the committee will be recorded and maintained.

OR

- b. The complaint will be heard by the Board of County Commissioners and discussed at an open, public meeting of the Board. A written decision will be made within 30 working days. The decision of the Board will be final.
3. A record of action taken on each complaint will be maintained as a part of the records or minutes at each level of the grievance process.