



COUNTY of VENTURA

COUNTY EXECUTIVE OFFICE
SEVET JOHNSON, PsyD
County Executive Officer

Mike Pettit
Assistant County Executive Officer

Scott Powers
County Chief Financial Officer

Danielle Keys
County Human Resources Director
Labor Relations

April 8, 2025

County of Ventura Board of Supervisors

Subject: Approval of Modifications to Administrative Policy Manual Chapter IV (A) - 7 Americans with Disabilities Act Public Accommodation

Recommendation:

Approve Modification to Administrative Policy Manual Chapter IV (A) - 7 Americans with Disabilities Act (ADA) Public Accommodation (Exhibit 1).

Fiscal Mandates/Impacts:

None

Strategic Plan:

This recommendation is consistent with your Board's strategic plan priorities of Reliable Infrastructure and Sustainability.

Discussion:

The Ventura County Administrative Policy Manual (Admin Manual) is an essential compilation of policies and procedures that all County of Ventura staff are required to follow to ensure internal administrative and operational efficiency. The primary objective of the Admin Manual is to provide structured guidance and direction, thereby facilitating the effective management of County operations. The County regularly reviews the Admin Manual to ensure that its policies are accurate, current, and adhere to best practices.

During a recent review of the documents posted to www.ventura.org under ADA Accessibility, a discrepancy was identified in the Policy section of Policy No. Chapter IV (A) - 7 Americans with Disabilities Act Public Accommodation needing correction. The update, as shown in the final version on Exhibit 1, will correct the ADA Title number and quotation of Title II, Section 12132 of the ADA ensuring compliance and clarifying the County's responsibility in the public ADA complaint process.

Additionally, the ADA Coordinator contact and decision reconsideration information have been updated.

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This letter has been reviewed by the County Executive Office, County Counsel, and the Auditor Controller's Office.

If you have any questions regarding this item, please contact Dani Anderson (820) 732-8725.

Sincerely,



Dani Anderson,
Disability Access Manager
County Executive Office



Sevet Johnson, PsyD
County Executive Officer

Attachments:
Exhibit 1- County of Ventura ADA Public Accommodation