

Watonwan County Human Services

Comprehensive Civil Rights Plan (CCRP)

Watonwan County Human Services
715 2nd Ave South
St. James MN 56081
Toll Free: 888-299-5941
Local: 507-375-3294
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MN Relay Service: 711 or (800) 627-3529

Naomi Ochsendorf:
507-375-7825
naomi.ochsendorf@co.watonwan.mn.us
Civil Rights Coordinator
ADA Coordinator
Limited English Proficiency Coordinator

This CCRP is located in the main lobby in a white binder

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Date: 6/22/2016

Americans with Disabilities Act Advisory

This information is available in accessible formats to individuals with disabilities and for information about equal access to services, call 507-375-3284 or 1-888-299-5941. TTY users place calls through MN Relay Service: 711 or (800) 627-3529

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1. Purpose

The purpose of the Comprehensive Civil Rights Compliance Plan is to ensure state wide compliance in the delivery of human services benefits.

Every state agency receiving federal financial assistance for any program is responsible for ensuring that the services, financial aid, and benefits it provides are provide without discrimination. This prohibition against discrimination is mandatory under US Department of Health and Human Services (HHS) and US Department of Agriculture (USDA) regulations. As the primary recipient of HHS and USDA funds for human services programs in MN, the Department of Human Services (DHS) is responsible for ensuring the civil rights compliance of its own employees, its sub-recipients' employees and its providers, contractors and vendors carrying out its many federal and state programs

As a recipient of federal financial assistance, Watonwan County Human Services is responsible for providing core services to assist and support Minnesota's most vulnerable individuals and families so they can meet their basic needs and be treated with respect and dignity. Watonwan County Human Services has a CCRP to ensure that all eligible individuals receive equal access to program services and information. Its programs are operated in a nondiscriminatory way, without regard to race, color, national origin, age, disability, sex, sexual orientation, religion, political beliefs, creed and public assistance status. In medical programs, sex includes sex stereotypes and gender identity under any health program or activity receiving federal funds. This CCRP also serves as a source of information for county agency staff and the general public. It sets out Watonwan County Human Services civil rights administrative policies and procedures, identifying key contacts within the agency and linking the reader to applicable state and federal civil rights laws and resources.

2. Legal Authorities

Federal

1. Title VI of the Civil Rights Act of 1964 (race, color, national origin)
 2. Section 504 of the Rehabilitation Act of 1973 (disability)
 3. Section 508 of the Rehabilitation Act of 1973 (disability)
 4. Title II of the Americans with Disabilities Act of 1990; State and local government services (disability)
 5. Age Discrimination Act of 1975 (age)
 6. Community Service Assurance Provisions of the Hill-Burton Act (health facilities receiving Hill-Burton Funds)
 7. Section 1557 of the Patient Protection and Affordable Care Act (added sex discrimination in health care programs)
 8. Nondiscrimination Provisions of the Omnibus Budget Reconciliation Act of 1981 (Federal Block Grants):
 - Community Services Block Grant (race, color, national origin, sex) **Remaining block grants** (race, color, national origin, age,
-

- disability, sex, religion)
 - Social Services Block Grant
 - Maternal and Child Health Services Block Grant
 - Projects for Assistance in Transition from Homelessness Block Grant
 - Preventive Health and Health Services Block Grant
 - Community Mental Health Services Block Grant
 - Substance Abuse Prevention and Treatment Block Grant
9. Title IX of the Education Amendments of 1972 (sex)
 10. Family Violence Prevention and Services Act (race, color, national origin, age, disability, sex, religion)
 11. Food Stamp Act of 1977
 12. Nondiscrimination Compliance Requirements in the Food Stamp Program, Food and Nutrition Service, U.S. Department of Agriculture
 13. Bilingual Requirements in the Food Stamp Program, Food and Nutrition Service, U.S. Department of Agriculture
 14. FNS Instruction 113-1, Civil Rights Compliance and Enforcement – Nutrition Programs and Activities, Food and Nutrition Service, U.S. Department of Agriculture (2005)
 15. Equal Opportunity for Religious Organizations Regulation

State

Minnesota Human Rights Act, Chapter 363A

3. Civil Rights Contact

Watonwan County Human Services designates Naomi Ochsendorf to serve as the agency's Civil Rights Contact, agency point person on civil rights matters.

Naomi Ochsendorf

507-375-3294 (main)

888-299-5941 (toll free)

507-375-7359 (fax)

MN Relay Service: 711 or (800) 627-3529

naomi.ochsendorf@co.watonwan.mn.us

4. Equal Opportunity Policy and Procedure

Watonwan County Human Services Equal Opportunity Policy and Procedure

It is the policy of Watonwan County Human Services to make sure that program benefits and services are available to everyone and provided to all eligible individuals without discrimination, in compliance with civil rights laws.

Watonwan County Human Services employees, services, programs, benefits and policies will not discriminate against applicants, clients or members of the public

because of race, color, national origin, sex, sexual orientation, age, creed, religion, political beliefs, disability or public assistance status. "Sex" includes sex stereotypes and gender identity under any medical or health program receiving federal financial assistance, such as Medical Assistance, CHIP programs, health clinics, insurance companies and state health insurance exchanges.

This policy covers Watonwan County Human Services's full range of services, programs and benefits, including, but not limited to, access to information about services, eligibility determinations and intake, admission procedures and treatment. The policy applies to the agencies and providers receiving federal and state funds under contracts, licenses and other arrangements with Watonwan County Human Services. The Minnesota Human Rights Act also applies to the work of Watonwan County Human Services and those agencies carrying out its programs.

Program Accessibility for People with Disabilities

Watonwan County Human Services and all of its services, programs and benefits, are accessible to and usable by people with disabilities, including people with hearing loss, low vision and other sensory disabilities.

To avoid disability discrimination, Watonwan County Human Services will:

- Notify the public about rights and protections for people with disabilities under the Americans with Disabilities Act
 - Designate an ADA Contact and maintain a complaint procedure
 - Make sure that its buildings are physically accessible for people with disabilities
 - Assist individuals with disabilities to apply and qualify for benefits based on their eligibility
 - Provide appropriate auxiliary aids and services, including accessible formats, to ensure effective communication with people with disabilities
 - Provide services, programs and benefits that are accessible to and usable by qualified people with disabilities
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Physical access includes:

- Convenient off-street parking designated specifically for people with disabilities
- Curb cuts and ramps between parking areas and the Watonwan County Human Services building

Reasonable Modifications to Policies, Procedures or Practices

Watonwan County Human Services will make reasonable modifications to its policies, procedures or practices when necessary to avoid discrimination on the basis of disability, unless Watonwan County Human Services can demonstrate that making the modifications would fundamentally alter the nature of the services, programs or benefits.

Effective Communication and Auxiliary Aids and Services

Watonwan County Human Services will take appropriate steps to ensure that communications with people with disabilities and companions with disabilities are as effective as communications with others. To ensure effective communications, Watonwan County Human Services will provide appropriate auxiliary aids and services, including accessible formats, so that people with disabilities can receive services, programs and benefits and participate in them in the same way as people without disabilities. Auxiliary aids and services include qualified readers, writers and interpreters who convey information effectively, accurately and impartially using any necessary specialized vocabulary.

To determine what types of auxiliary aids or services are necessary, Watonwan County Human Services will give primary consideration to the requests of people with disabilities. Watonwan County Human Services will honor the choice of the person requesting the auxiliary aid or service unless it would fundamentally alter the nature of the service, program or benefit or cause an undue administrative or financial burden. If this happens, Watonwan County Human Services will find another equally effective auxiliary aid or service.

5. Complaint Resolution Procedure

Watonwan County Human Services Civil Rights Complaint Procedure

You have the right to equal access to services, if you are an applicant, client or member of the public trying to gain access to human services program information or benefits. Watonwan County Human Services has a civil rights complaint procedure that provides prompt and thorough resolution of civil rights complaints.

Civil rights complaints allege discrimination. You have a right to file a civil rights complaint if you believe you have been discriminated against because of your race, color, national origin, sex, sexual orientation, age, creed, religion, political beliefs, disability or public assistance status. Sex includes sex stereotypes and gender identity discrimination that occurs in medical or health programs and

clinics receiving federal financial assistance, such as Medical Assistance, MNCare, CHIP programs, insurance companies and state health insurance exchanges.

It is against the law for anyone who works for Watonwan County Human Services to retaliate against a person who files a complaint or who cooperates in the investigation of a civil rights complaint.

Watonwan County Human Services will refer all civil rights complaints to the Minnesota Department of Human Services (DHS). Complaints must be in writing unless you need special help. Contact our office or contact DHS directly through its Civil Rights Coordinator to get the complaint forms.

Watonwan County Human Services
715 2nd Ave South
St. James MN 56081
507-375-3294 (main)
888-299-5941 (toll free)
507-375-7359 (fax)
MN Relay Service: 711 or (800) 627-3529

Or Contact:

DHS Civil Rights Coordinator
Minnesota Department of Human Services
Office of Equal Opportunity
PO Box 64997
St. Paul MN 55164-0997
651-433-3040 (Voice) or use your preferred relay service
651-431-7444 (fax)

You also have the right to file a discrimination complaint directly with the Minnesota Department of Human Rights, and the federal agencies that operate the benefits programs.

The **Minnesota Department of Human Services Rights** prohibits discrimination in public services programs because of race, color, national origin, creed, religion, disability, sex, sexual orientation, or public assistance status. Contact the agency directly:

MN Department of Human Rights
Freeman Building, 625 N Robert St
St. Paul MN 55155
Voice: 651-539-110
Toll Free: 800-657-3704
MN Relay: 711 or 800-627-3529

The **U.S. Department of Health and Human Services' Office of Civil Rights** prohibits discrimination in its programs because of race, color, national origin, age, disability, religion and sex (including sex stereotypes and gender identity under any health program or activity receiving federal financial assistance). Contact the agency directly:

US Department of Health and Human Services Office of Civil Rights
Region V
233 N. Michigan Avenue
Suite 240
Chicago, IL 60601
(312) 886-2359 (Voice)
800-368-1019 (toll free)
(312) 537-7697 (TTY)

In accordance with Federal civil rights law and **U.S. Department of Agriculture (USDA)** civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discrimination based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Services at (800)-877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the **USDA Program Discrimination Complaint Form**. (AD-3027) found online at http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office or write a letter addressed to USDA and provide in the letter all the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter to USDA at:

US Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Ave SW
Washington DC 20250-9410
Fax: 202-690-7442
Email: program.intake@usda.gov

This institute is an equal opportunity provider.

Watonwan County Human Services will refer all SNAP civil rights complaints to DHS or the USDA regional office in Chicago as soon as possible after received.

6. Disability Compliance

a. Disability Law and Standard of Access for State and Local Government Services

Section 504 of the Rehabilitation Act of 1973 protects qualified individuals with disabilities from discrimination based on their disability in federally funded programs and services.

Title II of the Americans with Disabilities Act of 1990 (Title II of the ADA) protects qualified individuals with disabilities from discrimination on the basis of their disability when the discrimination occurs in state or local government services. An agency does not have to receive federal financial assistance to be required to comply with Title II of the ADA. An agency just has to be a state or local government entity.

County human services agencies must ensure that people with disabilities are able to use their programs and services. Disability laws set out an equal access standard for providing services. This means that individuals with disabilities are entitled to equal access to human services programs; the same standard of access that applies to people without disabilities.

A public agency must reasonably modify its policies, procedures and practices to avoid discrimination. A public agency must also take appropriate steps to ensure that its communications with individuals with disabilities are as effective as communications with others.

b. ADA Contact

Watonwan County Human Services has designated an ADA Contact person to serve as its point person on disability matters raised by applicants, clients and members of the public. ADA Contact information is located on the cover page of this CCRP.

Naomi Ochsendorf
507-375-3294 (main)
MN Relay Service: 711 or (800) 627-3529)
507-375-7359 (fax)
Naomi.ochsendorf@co.watonwan.mn.us

c. Disability Complaints

People filing disability complaints will use Watonwan County Human Services 's civil rights complaint procedure.

d. ADA Notice Document

Watowan County Human Services will use the DHS brochure: *Do you have a disability* (DHS-4133-ENG) as its ADA notice document. This notice document informs applicants, clients and members of the public that Watowan County Human Services does not discriminate on the basis of disability. The notice document also gives information to the public about the rights of people with disabilities under the Americans with Disabilities Act.

Watowan County Human Services has a copy of DHS brochure: *Do you have a disability* (DHS-4133-ENG) posted in the lobby.

A copy of the DHS brochure: *Do you have a disability* (DHS-4133-ENG) is located in the Appendix; Attachment A.

e. Disability Policy Prohibiting Discrimination

The **Watowan County Human Services** Equal Opportunity Policy and Procedure includes provisions which prohibit disability discrimination in human services programs. This policy is located in the agency lobby.

7. Limited English Proficiency Plan

1. Assessment

Needs Assessment - WCHS will on at least an annual basis make a needs assessment of the unique language needs within *Watowan County*. The County will utilize County-specific data from the Department of Human Services to assist in completing the assessment. The following non-English language has been identified as being the most likely to be encountered in Watowan County:

Spanish.

Case Finding - Specific language needs of each applicant with LEP will occur at the time of intake or application. This will primarily be done by reviewing the language preference questions on the Health Care Application (HCAPP) and the Combined Application Form (CAF). Language preferences will be entered into the applicant's primary language field in the MAXIS system. If an interpreter is needed, it also will be entered in the MAXIS system. If the main receptionist or intake worker suspects that the applicant is a person with LEP, the worker will present the LEP person with a card that lists the seven major languages in order to determine which language is involved, if any. It is expected that reasonable efforts will be made by WCHS to provide same-day interpreter services.

Points of Contact - The greatest likelihood of need for interpreter services will be at the point of intake - at the time of an emergency or application for financial assistance. The principal point of contact will most likely be, therefore, in the office setting in St. James. The most appropriate form of interpreter services will likely be language assistance in completion of an application for financial assistance or health care. The other point of contact may involve field-based

contact when conducting child protection assessments. These contacts will typically take place in the home of the child's caretaker or parent.

Resources Needed - WCHS will utilize its existing interpreter list for Spanish interpreter services. Additionally, WCHS will formally entertain a formal linkage with Language Line Services (1-800-752-0093) for Spanish and other languages involved with Language Lines Services Atier system. When feasible, on-site interpreter services will be made available and would be the first preference.

Timely Access – Interpreters are available during customary business hours, Monday through Friday, 8:00AM to 4:30PM. Language Line Services are available 24x7. Contact with either entity will be made by phone. When on-site interpreter services are to be used, it will be necessary to schedule appointments at mutually convenient times - for the client and the interpreter.

2. Policies and Procedures

Agency Commitment - WCHS is committed to the spirit of the Civil Rights Act of 1964. It recognizes the importance of providing meaningful access to all persons, including persons with LEP, to the various programs operated under Watonwan County Human Services. WCHS has, by prior action, adopted a policy statement entitled Civil Rights Compliance Requirements effective 1-1-95

Range of Oral Language Assistance - There will be limited oral language assistance on site in WCHS from current employees. With Spanish being identified as the primary non-English language in Watonwan County, use of interpreter services *is* seen as encompassing close to 100% of the LEP needs of WCHS. Subsidiary use of Language Line Services for Spanish and all other non-English language will take place as necessary. *WCHS* will take advantage of brief notice of rights to language services documents for persons with LEP, as the Department of Human Services makes them available.

Uncommon Languages - There may be circumstances when customers present for services who use a language other than that most commonly used in Watonwan County. The receptionist will refer all such cases to the Financial Services Supervisor, Social Service Supervisor or Director. This person will be responsible for trying to determine what the customer's language or country of origin. Once determined, contact will be made with an appropriate Language Line Services interpreter in the customary manner.

Affirmative Action - The WCHS employee handling the case will inform either the customer or the interpreter once it has been determined that interpreter services are needed, that there is no charge or fee for the service. This will be communicated in verbal form. At no time in the service delivery process will the customer incur any costs associated with LEP-directed interpreter services.

Use of Family and Friends - Use of family or friends, as interpreters are not the preferred method of providing interpreter services. But when the intake worker has determined that it is not feasible to use formalized interpreter services, a consultation will be made with that worker's immediate Supervisor or Director. Alternative methods of customer service will need to be discussed. If the worker has determined that a family member, friend or other responsible party can adequately perform the interpreter service, approval may be given. The worker needs to feel confident that the client's data privacy rights will be protected and that the quality of the interpreter services to be provided by the family member or friend will be acceptable. The worker will need to document in the case file the extenuating circumstances for use of family or friends, particularly that the family was offered other interpreter services and that the client insisted that a family member or friend be used. Under no circumstances may minor children be used for interpreter services.

Competency Standards for Interpreters - Any interpreter used for LEP services must be bi-lingual: fluent in English and fluent in the language of the customer needing the service. When using well-recognized interpreter services provided from a recognized agency - such as the Language Line Services, competency is presumed. When using family, friends or significant others, the intake worker must make a judgment as to the competency of the proposed interpreter. A certification as an interpreter is not a pre-requisite.

Dissemination of the Plan - Copies of the Plan will be provided to the following: all WCHS employees who have direct customer contact, area Legal Aid office. A copy of the main public announcement, MS—1659, will be prominently displayed in the WCHS central reception area.

Services To Illiterate - When confronted with a situation in which the customer is illiterate - cannot read or write in his or her native language - it is incumbent that WCHS find a suitable interpreter, one who can assist the person in completion of necessary forms, documents and the like. The WCHS intake worker needs to make the determination, in conjunction with the interpreter, about the customer's literacy skills. The clear choice in dealing with cases of illiteracy will be to have an on-site interpreter. It may be necessary to schedule interviews when face-to-face interpreter services can be provided. Use of the ITV, faxing of forms, and over-the-phone services may be required on a case-by-case basis.

Emergency Situations - When a determination has been made that an emergency exists and LEP considerations are identified as being present, WCHS may waive all proscriptions in order to insure that necessary emergency services are provided. Extraordinary efforts need to be put forth before circumvention of non-emergency procedures is followed. Consultation with a Supervisor or the Director is necessary before such action is taken.

Accesses to Interpreters - Under no circumstances will WCHS indicate - either verbally or in writing - that any applicant or client in need of LEP services will be charged for interpreter or translation services. All such services shall be at no expense to the applicant or client. Such services will be provided during all normal business hours and when necessary, during non-business hours when an emergency has been determined to exist.

Notice of Service Availability - LEP clientele will be informed of the availability of free interpreter and translation services at the point when it appears that the customer is not able to communicate in English. Notice of service availability will come from the MS-1659 document in the central reception area, Distribution of the Plan to various parties cited above will help in putting those entities on notice that interpreter and translation services are available on a timely basis and free of charge. Use of material that has been translated into Spanish will be used immediately when it has been determined that the person presenting for service is not able to understand English. The Department of Human Services has translated many forms into multiple languages; WCHS will access these forms as necessary. Access to the department's website at www.dhs.state.mn.us/forms will be made. Additionally, translated income maintenance forms located in TEMP Manual 12.01.13 will be accessed as needed.

County-Produced Materials - WCHS will rely on the state- produced documents as the primary source of translated materials. Downloading of documents from the DHS web page will also be used as necessary. WCHS will follow DHS's translation numerical guidelines as required.

Complaint Resolution Protocol - Any adverse action taken by WCHS with which an applicant or recipient disagrees is subject to complaint. WCHS has a formal complaint process that can be utilized to try to resolve any dispute. In the absence of local resolution, the person making the complaint will be informed in a language understandable to the complainant, of the process to follow in making a complaint to DHS or the Office of Civil Rights. The complaint procedure will conform in all respects to the WCHS procedure included in Civil Rights Compliance Requirements. Appropriate use of interpreter services or Language Line Services to facilitate the dispute resolution process will take place. All such complaints can be made to any of the parties listed at the top of this.

Posting - A copy of the WCHS LEP Plan is in the main lobby in a white binder.

8. Annual Civil Rights Training for the Supplemental Nutrition Assistance Program (SNAP)

Watonwan County Human Services will conduct annual SNAP civil rights training for all staff who administer the SNAP program and all staff who have direct contact with the public, such as support staff, supervisors and managers. Watonwan County Human Services will use DHS' PowerPoint presentation to train staff, document the date of the training each year and document who attends the training.

9. Civil Rights Assurance of Compliance

The Watonwan County Human Services director and county attorney representative have signed the *2016 Civil Rights Assurance of Compliance*. A copy is located in the Appendix; Attachment B.

10. CCRP Administration

Watonwan County Human Services will:

- Post a copy of its CCRP in the agency lobby where members of the public can review it and in the employee break room where staff can review it
- Post the CCRP on the agency's public website
- Review the CCRP annually with ALL staff
- For the benefit of applicants, clients and members of the public, prominently post in the lobby a copy of the equal opportunity policy and procedure that includes provisions prohibiting disability discrimination and a copy of its civil rights complaint procedure
- Post a copy of the DHS brochure: *Do you have a disability* (DHS-4133-ENG) in the lobby next to the reception desk
- Conduct annual SNAP civil rights training for all staff who administer the SNAP program and all staff who have direct contact with the public, including support staff, supervisors and managers. Watonwan County Human Services will document the date of the training each year and document who attends the training.

11. Appendix

- a. **Attachment A**– DHS Brochure: *Do you have a disability*, DHS-4133-ENG
 - b. **Attachment B** – Signed Copy of the *2016 Civil Rights Assurance of Compliance*
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Appendix B

**MINNESOTA DEPARTMENT OF HUMAN SERVICES
CIVIL RIGHTS ASSURANCE AGREEMENT
NONDISCRIMINATION IN STATE AND FEDERALLY FINANCED PROGRAMS
WATONWAN COUNTY HUMAN SERVICES
HEREAFTER CALLED THE “WCHS”**

WCHS provides this civil rights Assurance of Compliance (hereafter called the “Assurance”) in consideration of and for the purpose of obtaining any and all federal financial assistance from the United States Departments of Health and Human Services and Agriculture. The WCHS agrees that compliance with this Assurance is a condition of continued receipt of federal financial assistance and that it is binding upon the WCHS directly or through contract, license, or other provider of services, as long as it receives federal or state financial assistance; and shall be submitted with the required Comprehensive Civil Rights Plan update.

WCHS ASSURES THAT IT WILL COMPLY WITH:

1. Title VI of the Civil Rights Act of 1964 as amended, Department of Health and Human Services, Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons; Age Discrimination Act of 1975, 42 U.S.C 6101, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Section 508 of the Rehabilitation Act of 1973, as amended; Title II of the Americans with Disabilities Act of 1990; Section 1557 of the Patient Protection and Affordable Care Act of 2010; Federal Block Grant Programs of the Omnibus Budget Reconciliation Act of 1981; as amended; Title IX of the Education Amendments of 1972, as amended, including the Nondiscrimination Compliance Requirements in the Food Stamp Program and the Bilingual Requirements in the Food Stamp Program; FNS Instruction 113-1, Civil Rights Compliance and Enforcement-Nutrition Programs and Activities, Food and Nutrition Services, U.S. Department of Agriculture (2005); and Interethnic Adoption Provisions of the Small Business Job Protection Act of 1996 (formerly Multiethnic Placement Act of 1994).

PURSUANT TO THE CIVIL RIGHTS PLAN for the Minnesota Department of Human Services, by accepting this Assurance, WCHS agrees to allow access, by authorized personnel of the Minnesota Department of Human Services and the United States Department of Health and Human Services and Agriculture, during normal working hours, to private and/or confidential data maintained by WCHS or other sub-recipient of federal financial assistance) to the extent necessary to conduct a full and complete investigation into any complaint of discrimination, including to compile data, maintain records and submit reports as required to determine compliance with the above mentioned laws, rules, and regulations. The Minnesota Department of Human Services agrees to comply with all

requirements of the Minnesota Government Data Practices Act (Minnesota Statutes, section 13.01 *et seq.*). No Private and/or confidential data collected, maintained or used in the course of an investigation shall be disseminated except as authorized by statute, either during the period of the investigation or after it has been concluded. If there are any violations of this assurance, DHS shall have the right to invoke fiscal sanctions or other legal remedies in accordance with Minnesota Statutes, section 256.017.

THE PERSON WHOSE SIGNATURE APPEARS BELOW is authorized to sign this assurance agreement and commit WATONWAN COUNTY HUMAN SERVICES to its terms.

Director Watonwan County Human Services:

Name: _____

Title: _____

Date: _____

I certify that the signatory for WATONWAN COUNTY HUMAN SERVICES has lawful authority to bind the county to the terms of this civil rights Assurance.

Date: _____

By: _____

Watonwan County Attorney

