

APPENDIX J

ACTION PLAN

3-YEAR ACTION PLAN

Issue	Solution	Target Date	Person Responsible
County Department staff need to continue to stay aware of ADA regulations and informed about opportunities for ADA education and training.	Departments and staff will be provided information on ADA-related topics and training opportunities.	Ongoing – at least once a year	ADA Coordinator
Job descriptions need to be reviewed to ensure that fundamental job duties listed are required, with or without accommodation.	Hiring officials and staff will review job descriptions and make any necessary changes and submit to HR Consultant.	By year-end 2022	Auditor & HR Consultant