

Houston County Human Services Comprehensive Civil Rights Plan (CCRP)

Houston County Human Services
304 S. Marshall St, Room 104
Caledonia, MN 55921
507-725-5811
MN Relay Service: 711 or (800) 627-3529

Civil Rights Coordinator: 507-725-5811 (voice)
ADA Coordinator: 507-725-5822 (voice)
Limited English Proficiency Coordinator: 507-725-5811 (voice)

This CCRP is posted in the lobby next to the reception desk

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 507-725-5811 (voice). TTY users place calls through MN Relay Service: 711 or (800) 627-3529

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1. Purpose

As a recipient of federal financial assistance, Houston 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. Houston 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 Houston County Human Service's 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 (See full list in Appendix, Attachment A)

- Title VI of the Civil Rights Act of 1964 (race, color, national origin)
- Section 504 of the Rehabilitation Act of 1973 (disability)
- Section 508 of the Rehabilitation Act of 1973 (disability)
- Title II of the Americans with Disabilities Act of 1990; State and local government services (disability)
- Age Discrimination Act of 1975 (age)
- Section 1557 of the Patient Protection and Affordable Care Act (added sex discrimination in health care programs)
- Title IX of the Education Amendments of 1972 (sex)
- Bilingual Requirements in the Food Stamp Program, Food and Nutrition Service, U.S. Department of Agriculture
- FNS Instruction 113-1, Civil Rights Compliance and Enforcement – Nutrition Programs and Activities, Food and Nutrition Service, U.S. Department of Agriculture (2005)
- Minnesota Human Rights Act, Chapter 363A

3. Civil Rights Contact

Houston County Human Services designates Linda Bahr to serve as the agency's Civil Rights Contact, agency point person on civil rights matters.

Linda Bahr
507-725-5811
MN Relay Service: 711 or (800) 627-3529

4. Equal Opportunity Policy and Procedure

Houston County Human Services Equal Opportunity Policy and Procedure

It is the policy of Houston 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.

Houston 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 Houston 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 Houston County Human Services. The Minnesota Human Rights Act also applies to the work of Houston County Human Services and those agencies carrying out its programs.

Program Accessibility for People with Disabilities

Houston 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, Houston 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

Physical access includes:

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

- Level access into the first floor of the Houston County Human Services building with elevator access to all other floors

Reasonable Modifications to Policies, Procedures or Practices

Houston County Human Services will make reasonable modifications to its policies, procedures or practices when necessary to avoid discrimination on the basis of disability, unless Houston 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

Houston 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, Houston 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 Houston County Human Services will give primary consideration to the requests of people with disabilities. Houston 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, Houston County Human Services will find another equally effective auxiliary aid or service.

5. Complaint Resolution Procedure

HOUSTON County Human Services Complaint Procedure

You have the right to file a discrimination complaint with HOUSTON County Human Services if you believe you have been treated in a discriminatory way. It is against the law for any human services agency to discriminate against applicants, clients or members of the public because of race, color, national origin, creed, religion, sexual orientation, public assistance status, age, disability or sex (including sex stereotypes and gender identity under any health program or activity receiving federal financial assistance).

HOUSTON 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.

HOUSTON County Human Services
304 S Marshall St, Room 104
Caledonia, MN 55921
507-725-5811

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

Or contact:

DHS Civil Rights Coordinator
Minnesota Department of Human Services
Office of Equal Opportunity
P O 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 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:

Minnesota Department of Human Rights
Freeman Building, 625 North Robert Street
St. Paul, MN 55155
651-539-1100 (Voice)
800-657-3704 (Toll Free)
711 or 800-627-3529 (MN Relay)

The **U.S. Department of Health and Human Services' Office for 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:

U.S. Department of Health and Human Services
Office for Civil Rights, Region V
233 North Michigan Avenue
Suite 240
Chicago, IL 60601
312-886-2359 (Voice)
800-368-1019 (Toll Free)
800-537-7697 (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 discriminating 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 Service 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 of 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 by:

- (1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
- (2) Fax: (202) 690-7442; or
- (3) Email: program.intake@usda.gov.

This institution is an equal opportunity provider.

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

Houston 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.

Theressa Arrick-Kruger
507-725-5822
MN Relay Service: 711 or (800) 627-3529

c. Disability Complaints

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

d. ADA Notice Document

Houston 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 Houston 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.

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

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

e. Disability Policy Prohibiting Discrimination

The Houston 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

A copy of Houston County's Limited English Proficiency Plan is located in the Appendix: Attachment C.

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

Houston 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.

Houston 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 Houston 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 D.

10. CCRP Administration

Houston 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. Houston County Human Services will document the date of the training each year and document who attends the training.

11. Appendix

a. Attachment A – Full List of 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

- b. **Attachment B**– DHS Brochure: *Do you have a disability*; DHS-4133-ENG
<https://edocs.dhs.state.mn.us/lfserver/Public/DHS-4133-ENG>
- c. **Attachment C** – Limited English Proficiency Plan
- d. **Attachment D** – Signed Copy of the *2016 Civil Rights Assurance of Compliance*

Attachment C

**Houston County Department of Human Services
304 South Marshall Street, Room 104
Caledonia, MN 55921
(507) 725-5811
Fax: (507) 725-3990**

**Limited English Proficiency (LEP) Plan
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**Limited English Proficiency (LEP) Plan
Houston County
January 1, 2010**

LEP Coordinator: Linda Bahr, Director	507-725-5886
Financial Asst: Karen Kohlmeyer, Supervisor	507-725-5893
Social Services: Bethany Moen, Supervisor	507-725-5811 ext 1338
Accounting Unit: Linda Bahr, Director	507-725-5886

100-Purpose and Legal Basis

A. Purpose and Legal Basis

The purpose of this limited English proficiency plan is to ensure meaningful access to program information and services for persons with limited English language proficiency. The legal basis for this plan comes from Title VI of the Civil Rights Act of 1964. This plan implements the Title VI language access responsibilities of human service providers receiving federal financial assistance from the U.S. Department of Health and Human Services.

B. Legal Authorities/References

According to the Office for Civil Rights (OCR), in order to avoid discrimination on the basis of national origin against persons with limited English language proficiency, recipients of federal financial assistance from the U.S. Department of Human Services must take adequate steps to ensure that persons with limited English proficiency receive the language assistance necessary to allow them meaningful access to services, free of charge. This limited English proficiency plan for Houston County Human Services has been completed at OCR's instruction. In OCR's August 30, 2000 policy guidance, issued to interpret the regulations under Title VI, OCR states that a recipient of federal financial assistance can ensure effective communication (which leads to meaningful access) by implementing a limited English proficiency plan that accounts for how the recipient (agency) will provide language assistance services when they are needed by applicants, clients, and members of the public.

- **Title VI of the Civil Rights Act of 1964**, 42 U.S.C. 2000 et seq.; 45 CFR 80, Nondiscrimination Under Programs Receiving Federal Financial Assistance Through the U.S. Department of Health and Human Services Effectuation of Title VI of the Civil Rights Act of 1964

There are four components to this document.

- 200-Assessment
- 300-Policy
- 400-Training
- 500-Monitoring

200-Assessment

201 Needs Assessment-Houston County Department Human Services will on at least an annual basis make a needs assessment of the unique needs within Houston County. Houston County DHS will work with the four school districts and the Workforce Development Office to identify which non-English languages are spoken in the County.

202 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 and MMIS systems. 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 10 major languages in order to determine which language is involved, if any. The 10 identified languages are: Spanish, Somali, Russian, Arabic, Oromo, Serbo-Croatian, Hmong, Vietnamese, Cambodian (Khmer) and Lao. It is expected that reasonable efforts will be made by Houston County Department of Human Services to provide same-day interpreter services.

203 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 principle point of contact will most likely be, therefore, in the office setting in Caledonia. The most appropriate form of interpreter services will likely be language assistance in the 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.

204 Resources Needed-Houston County Department of Human Services will utilize its own staff to the ability that competent, bilingual employees are available. For those persons with LEP, local interpreters will be utilized from a Houston County interpreter list. Additionally, Houston County Department of Human Services will entertain formal linkage with the Language Line Services "tier" system. When feasible, on-site interpreter services will be made available and would be the first preference. Through the Department of Children, Families, and Learning (DCFL), we are able to access a variety of interpreter services. The website for this information is: <http://cfl.state.mn.us/interpreter/interpreter.pl>.

process will the customer incur any costs associated with LEP-directed interpreter services.

304 Use of Family and Friends-Use of family or friends as interpreters is 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 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.

Use of Children-Under no circumstances may minor children be used for interpreter services.

305 Competency of Interpreters-Houston County Human Services will make sure that interpreters, whether bilingual staff or professional interpreters, have been trained and demonstrate competency. To be competent to provide interpreter services, the interpreter must be proficient in both English and the target language and be able to convey information in both languages accurately, have had orientation/training that includes the skills and ethics of interpreting, have basic knowledge in both languages of specialized program terms or concepts, and be sensitive to the client's culture.

306 Dissemination of the LEP Plan-Copies of the LEP Plan will be provided to the following: All Houston County Human Services employees who have direct customer contact, area Legal Aid office, Workforce Development Incorporated, Houston County Public Health Services, the Houston County Commissioners, and the Houston County Courthouse. A copy of the main public announcement, MS-1659, will be prominently displayed in the Houston County Department of Human Services reception area.

307 Services to Consumers Who Do Not Read Their Own Language-When confronted with a situation in which the customer cannot read or write in his or her native language, it is incumbent that Houston County Department of Human Services find a suitable interpreter, one who can assist the person in completion of necessary forms, documents and the like. The Houston County Department of Human Services intake worker needs to make the determination, in conjunction with the interpreter, about the customer's literacy skills. The clear choice in dealing with customers who do not read their own language will be to have an on-site interpreter. It may be necessary to schedule interviews when face-to-face interpreter services can be provided. The use of other formats for interpreter services may be required on a case-by-case basis.

313 County-Produced Materials-Insofar as the LEP census in Houston County is limited, it is not anticipated that Houston County Human Services will develop any county-produced material. Rather, the County 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. Houston County Human Services will follow DHS's translation numerical guidelines as required.

314 Responsible Authority/Complaint Process-Contact Person
Each Houston County Department of Human Services division and special office is responsible for implementing this LEP plan in its area. The person designated to provide technical assistance and respond to inquiries and complaints from the public is listed below. Houston County Department of Human Services has an existing complaint resolution procedure used to resolve civil rights related disputes and complaints and this procedure will be used to resolve LEP-related disputes/complaints. Director Beth M. Wilms will provide information about this complaint procedure to all clients in a language they understand. Houston County DHS will provide notification to the Minnesota Department of Human Services of all complaints and will refer all Civil Rights complaints to the Minnesota State Department of Human Services, Civil Rights Coordinator for further review.

315 Posting- A copy of the Houston County Department of Human Services LEP Plan will be posted on the main bulletin board in the lobby.

400 Training

401 Distribution of the LEP Plan- All Houston County Department of Human Services employees who have direct contact with customers will be provided a copy of LEP Plan upon its adoption. If any changes are made in the document, a revised copy will also be provided to the same entities listed in #307.

At this time, the following employees will be recipients of the document:

All Financial Services Staff	(N=7)
All Social Services Staff	(N=14.5)
All Child Support Staff	(N=4)
All Accounting Staff	(N=3)
Director	(N=1)

402 Training of Staff- Initial-With approval of the LEP Plan, there will be an initial training on the document. This training will take place for current staff in the context of unit staff meetings, or an all-staffmeeting. For any new employee affected by the LEP Plan, this document will be incorporated into that person's orientation protocol at the time of hire.

403 Training of Staff-Ongoing-On at least an annual basis at a unit or an all-staff meeting, a review of the LEP Plan will take place.

Appendix A

**Houston County Department of Human Services
304 South Marshall Street, Room 104
Caledonia, MN 55921**

(507) 725-5811

Fax: (507) 725-3990

LIST OF BILINGUAL STAFF INTERPRETERS

This is a list of Houston County DHS staff, all located at 304 South Marshall Street, Caledonia, Minnesota who have indicated a proficiency in a non-English language and a willingness to act as a staff interpreter on an "as-needed" basis. All staff listed are considered "competent" to provide interpreter services at Houston County DHS. This means they are proficient in both English and the language listed next to their name and are able to convey information in both languages accurately, have had orientation and training that includes the skills and ethics of interpreting, have basic knowledge in both languages of specialized program terms or concepts, and will be sensitive of the client's culture.

Houston County DHS currently does not have bilingual staff available to serve as language interpreters. As this service becomes available, a listing will be established.

LIST OF OTHER INTERPRETER SERVICES ATT

Language Line

Language Line is an over-the-phone interpretation/translation service with over 140 different languages.

Department of Children, Families and Learning (DCFL)

<http://cfl.state.mn.us/interpreter/interpreter.pi>

ATTACHMENT D

MINNESOTA DEPARTMENT OF HUMAN SERVICES
CIVIL RIGHTS ASSURANCE OF COMPLIANCE
NONDISCRIMINATION IN STATE AND FEDERALLY FINANCED PROGRAMS

NAME OF COUNTY HUMAN SERVICE AGENCY
(HEREAFTER CALLED THE "COUNTY AGENCY")

THE COUNTY AGENCY 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 County Agency agrees that compliance with this Assurance is a condition of continued receipt of federal financial assistance and that it is binding upon the County Agency 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.

THE COUNTY AGENCY ASSURES that it will comply with:

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; Family Violence Prevention and Services Act; Food Stamp Act of 1977, 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 Service, 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, the County Agency agrees to allow access, by authorized personnel of the Minnesota Department of Human Services and the United States Departments of Health and Human Services and Agriculture, during normal working hours, to private and/or confidential data maintained by the County Agency (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 and commit the County Agency to its terms.

Date

Director's Signature

I CERTIFY that the signatory for the County Agency has lawful authority to bind the County Agency to the terms of this civil rights Assurance.

Date County

Attorney's Signature

