

WEBER COUNTY JAIL GRIEVANCE PROCEDURE UNDER THE AMERICANS WITH DISABILITIES ACT

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by Weber County.

Individuals wishing to submit a complaint should complete the [ADA Grievance Form](#) and submit to the Weber County Jail ADA Coordinator. Physical complaint forms may be requested from housing staff and upon completion submitted to inmate services for delivery to the Weber County Jail ADA Coordinator. The complaint should be submitted by the grievant and/or their designee as soon as possible but not later than 60 calendar days after the alleged violation.

Weber County Jail ADA Coordinator

Sergeant Anderson
panderson@webercountyutah.gov
801-778-6600

Mail: Weber County Sheriff's Office
Attn: Sergeant Anderson
1400 Depot Drive
Ogden, UT 84404

Within 15 calendar days after receipt of the complaint, the ADA Coordinator or their designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA Coordinator or their designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as a large print, Braille, or audio tape. The response will explain Weber County's position and offer options for substantive resolution of the complaint.

Appeal of a Decision

If the response by the ADA Coordinator or their designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the ADA Appeal Officer. Individuals wishing to appeal a decision of the Weber County ADA Coordinator should complete the [ADA Grievance Appeal Form](#) and submit to the Weber County ADA Appeal Officer. Physical appeal forms may be requested from housing staff and upon completion submitted to inmate services for delivery to the Weber County ADA Appeal Officer.

Within 15 calendar days after receipt of the appeal, the ADA Appeal Officer will contact the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the ADA Appeal Officer will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

Weber County ADA Appeal Officer

Carrie Crawley
ccrawley@webercountyutah.gov

Mail: 2380 Washington Blvd.
Suite 340
Ogden, UT 84401

Record Retention

All written complaints received by the ADA Coordinator or their designee, appeals to ADA Appeal Officer, and responses from these two offices will be retained by Weber County for at least three years.

Weber County Employees

Weber County's personnel policies govern employment-related complaints of disability discrimination. Employees should direct their complaints to Weber County Human Resources.