



**ENGINEERING OPERATIONS COMMITTEE
MEETING MINUTES
OCTOBER 2, 2008 – 9:00 A.M.
MULTI-MODAL CONFERENCE ROOM**

Present: L. Tibbits J. Friend J. Polasek
B. O'Brien J. W. Reincke M. Van Port Fleet
J. D. Culp T. Kratofil C. Roberts
T. Fudaly

Absent: C. Bleech E. Burns

Guests: C. Libiran

OLD BUSINESS

1. Approval of the September 16, 2008, Meeting Minutes – L. Tibbits

The September 16, 2008, meeting minutes are approved.

NEW BUSINESS

1. External ADA Complaint Processing Procedure – C. Libiran and M. Van Port Fleet

Title II of the Americans with Disabilities Act of 1990 requires public entities with 50 or more employees to adopt and publish procedures for prompt and equitable resolution of complaints alleging non-compliance with ADA law. MDOT has a procedure for internal complaints, but does not have one for external complaints. FHWA identified this as a deficiency in a recent civil rights assessment of MDOT.

A draft procedure has been developed to address civil rights complaints from people outside of the department. The new procedure names the department's Equal Employment Officer, Cheryl Strayhorn, as the MDOT ADA/504 Coordinator. The ADA/504 Coordinator will receive all external complaints and assign them to region ADA/504 coordinators for investigation and resolution. MDOT's ADA/504 Coordinator will monitor statewide progress on all complaints, ensure the rights of complainants and respondents are upheld, and be the central point of contact for the department.

Approval of the *Michigan Department of Transportation ADA/504 External Complaint Processing Procedures* is requested.

ACTION: EOC approves the procedures with minor editorial revisions.

(Signed Copy on File at C&T)

Brenda J. O'Brien, Secretary
Engineering Operations Committee

BJO:kar

cc:	K. Steudle	S. Mortel	J. Steele (FHWA)
	J. Shinn	D. Jackson	R. Brenke (ACEC)
	L. Hank	W. Tansil	G. Bukoski (MITA)
	EOC Members	D. Wresinski	D. DeGraaf (MCPA)
	Region Engineers	C. Libiran	D. Hollingsworth (MCA)
	TSC Managers	R. J. Lippert, Jr.	J. Becsey (APAM)
	Assoc. Region Engineers	T. L. Nelson	M. Newman (MAA)
	B. Ranck	T. Phillips	J. Murner (MRPA)
	M. DeLong	K. Peters	G. Naeyaert (ATSSA)
	B. Shreck	J. Ingle	C&T Staff