

COORDINATION OF AN AMERICANS WITH DISABILITIES ACT (ADA) INITIATIVE

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AGENCY ADA/ LEP/SI COORDINATOR**



GEORGIA
DEPARTMENT OF CORRECTIONS

November 29, 2018

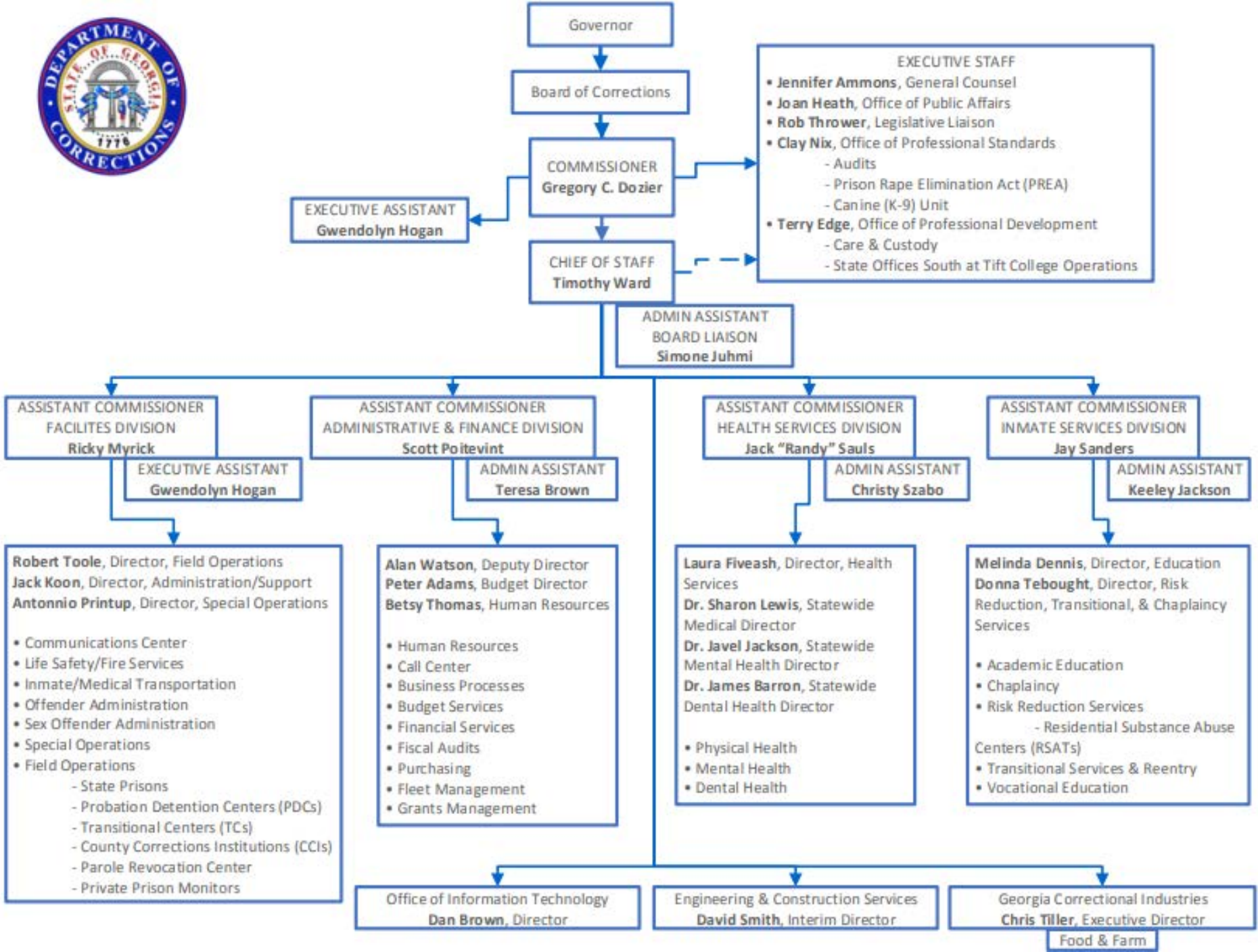
Session Objectives

- Identify appropriate ADA Initiative expectations
- Examine Tips for Leadership and Staff Buy-In (The Cycle)
- Demonstrate how to build an ADA Network
- Identify a system to measure success
- Discuss Lessons Learned
- Reiterate the Role of an ADA Coordinator



- Know your Agency's Mission
- Secure a job description
- Meet with your supervisor
- Get to know each discipline of your Agency or workplace
- Get to know your clientele and their needs
- Study the law and your agency policies
- Study the missteps and successes of others/ similar agencies (www.ADA.gov, court rulings, Letters of Findings from DOJ, etc.)

- Get to know your Agency's Leadership, Stakeholders, and Staff Members
- Meet with each discipline and explain how ADA will improve operations; the benefits
- Strategic Planning – Develop a strategy and identify the WHY for each activity/project
- Project Management – Identify responsible persons, establish processes and timelines. (Communicate each project and major milestone with affected people.)
- Ask for ideas and guidance from leaders and stakeholders
- ADA belongs to everyone



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- Communications Center
- Life Safety/Fire Services
- Inmate/Medical Transportation
- Offender Administration
- Sex Offender Administration
- Special Operations
- Field Operations
 - State Prisons
 - Probation Detention Centers (PDCs)
 - Transitional Centers (TCs)
 - County Corrections Institutions (CCIs)
 - Parole Revocation Center
 - Private Prison Monitors

Alan Watson, Deputy Director
Peter Adams, Budget Director
Betsy Thomas, Human Resources

- Human Resources
- Call Center
- Business Processes
- Budget Services
- Financial Services
- Fiscal Audits
- Purchasing
- Fleet Management
- Grants Management

Laura Fiveash, Director, Health Services
Dr. Sharon Lewis, Statewide Medical Director
Dr. Javel Jackson, Statewide Mental Health Director
Dr. James Barron, Statewide Dental Health Director

- Physical Health
- Mental Health
- Dental Health

Melinda Dennis, Director, Education
Donna Tebought, Director, Risk Reduction, Transitional, & Chaplaincy Services

- Academic Education
- Chaplaincy
- Risk Reduction Services
 - Residential Substance Abuse Centers (RSATs)
- Transitional Services & Reentry
- Vocational Education

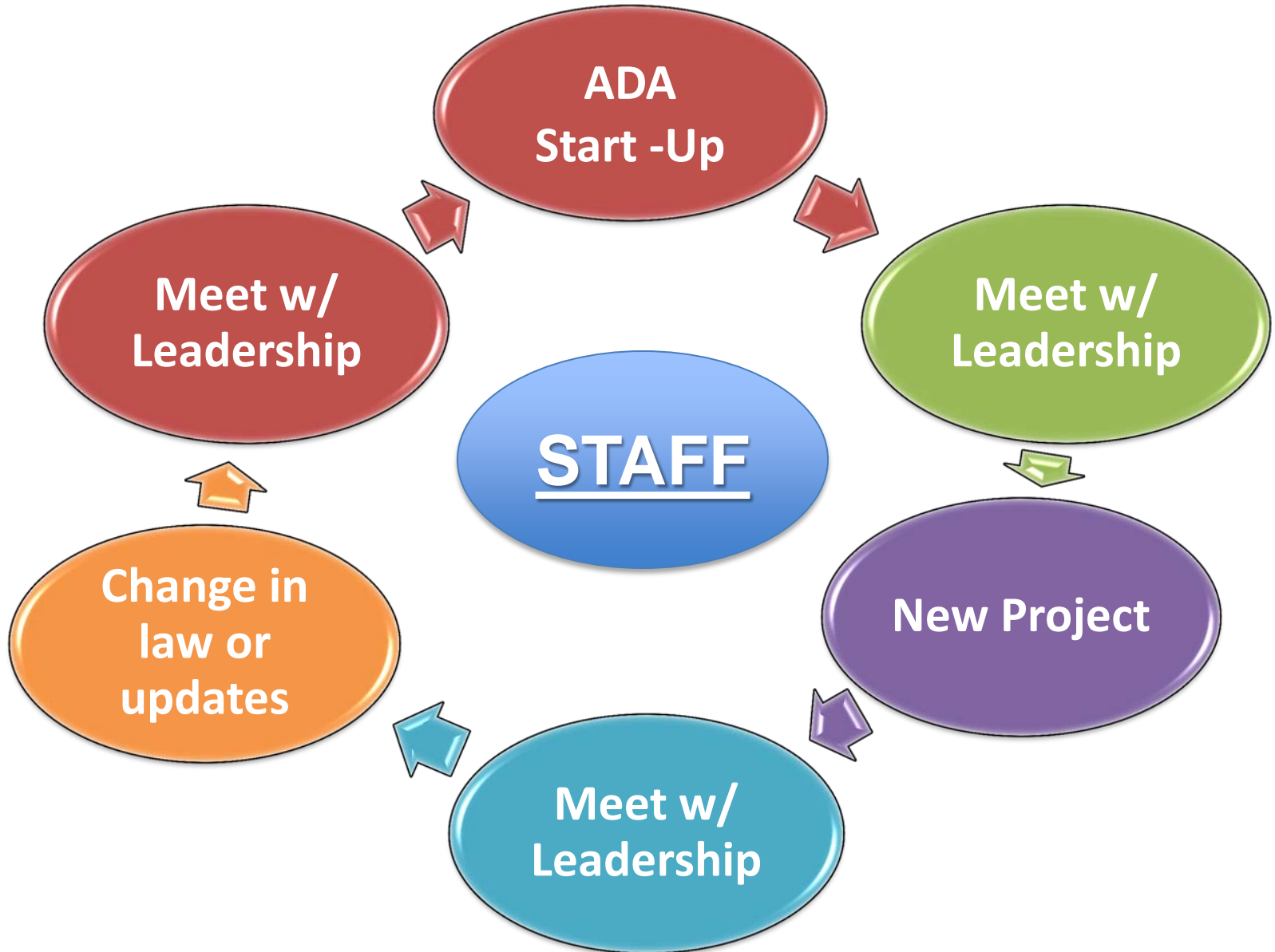
Office of Information Technology
Dan Brown, Director

Engineering & Construction Services
David Smith, Interim Director

Georgia Correctional Industries
Chris Tiller, Executive Director
Food & Farm



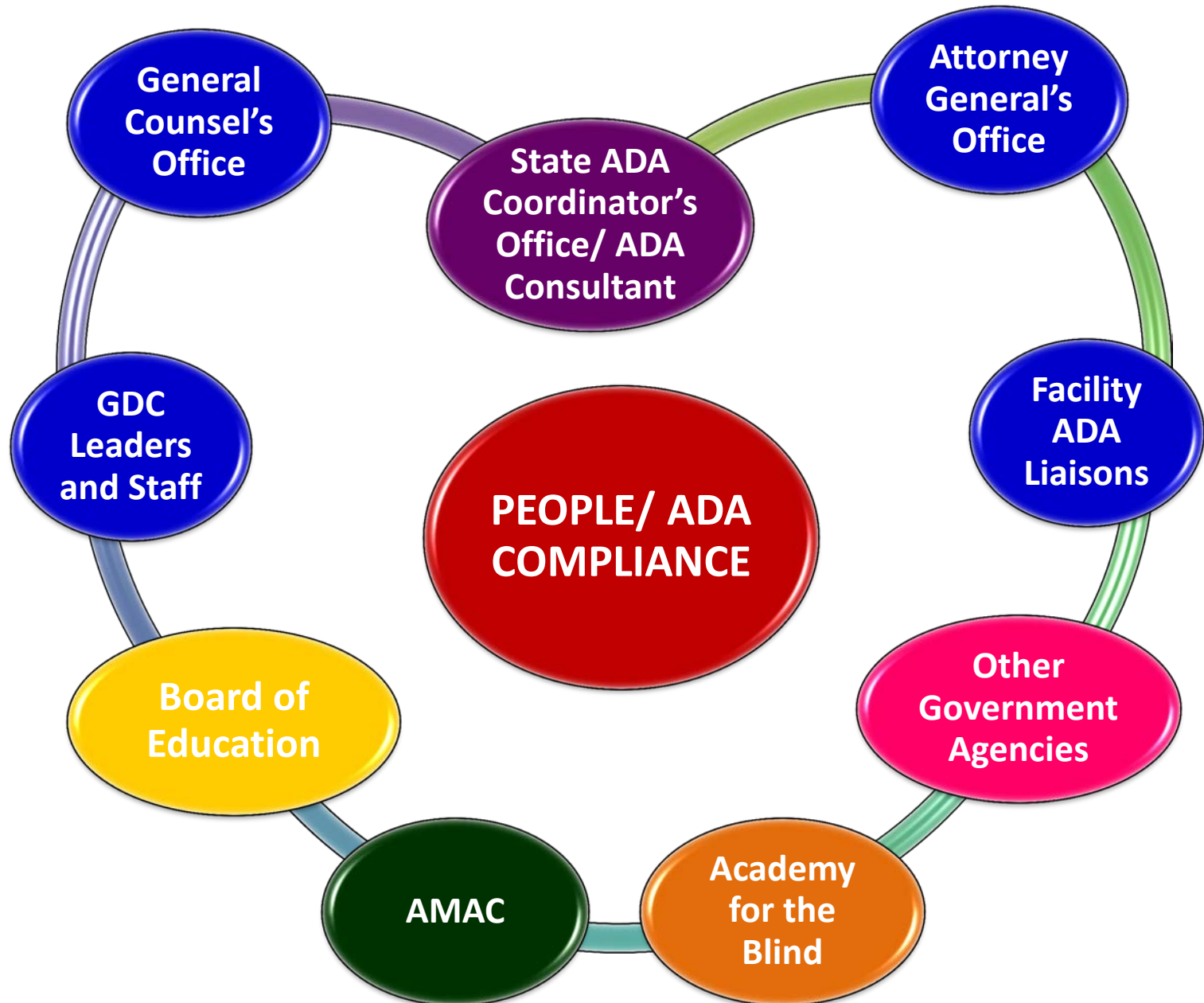
Over-Communicate





Organizing Your Team/ Partners

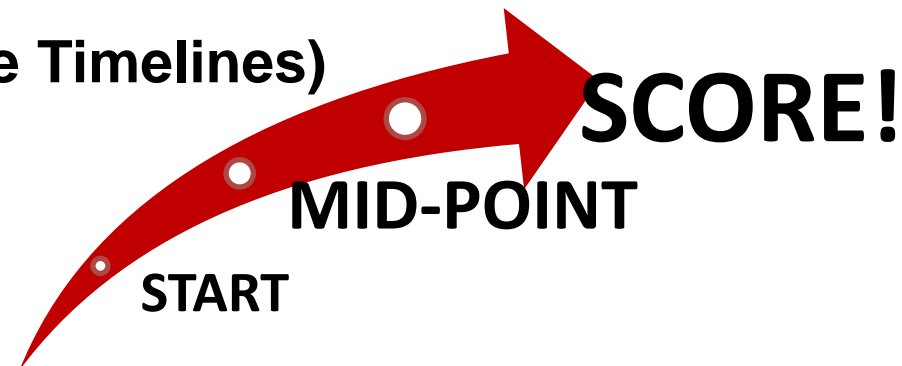
- People and ADA Compliance make up your shared nucleus
- All discipline leaders and staff are members of your team
- At least one appointed person per discipline as your point of contact
- Your legal department
- Partners (State ADA Coordinator's Office, AMAC, Other Agencies, Consultants, etc.)





Setting Priorities/ The Plan

- What is your purpose? (Mission)
- Who are you serving? (Client)
- **What are your shared goals?**
- What is your “WHY?”
- What comes first?
 - 1) Care
 - 2) “Hot Topic” Issues
 - 3) Great Ideas
- When is it due? (Reasonable Timelines)





SMART GOALS:

S

Specific

M

Measurable

A

Achievable

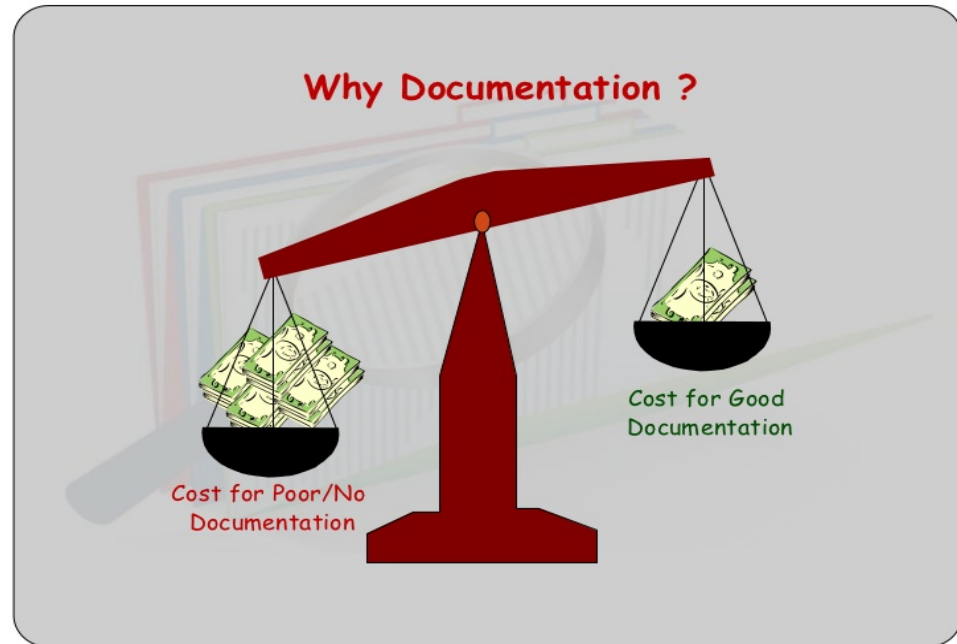
R

Relevant

T

Time-based

The Core of Success





- **First Things First (Study, Solidify an agency policy, Set reasonable timelines, ask for HELP)**
- **Over-Communicate**
- **Celebrate Successes**
- **Pace Yourself and the Program**
- **Embrace the **Art of Compromise****
- **Self-Care**



What is your role?

Visit www.ADA.gov

The Knowledgeable One (Study)

Lead (Servant and Transformational Leadership)

Know your agency ADA Coordinator

Know your section/discipline ADA Coordinators

Understand how the ADA process works

Participate in ADA Compliance efforts

Report violations/ Action Plan/ Self-Evaluations/

Transition Plans

Assist with Accessibility Solutions

Document





Georgia State Financing and
Investment Commission
The Construction Division

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Website: www.ada.ga.gov

Georgia Department of Corrections
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Agency ADA Coordinator's Office

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