



## REGION 1 DISABILITY ACCESS COMMITTEE

# Physical Accessibility Transition Plan

Date: March 1, 2018

Please direct any comments to Michael Littlejohn at [Michael.Littlejohn@iwd.iowa.gov](mailto:Michael.Littlejohn@iwd.iowa.gov) or call 515 281 3314

## Background:

- The State Workforce Development Board established a Disability Access Committee to lead a Statewide Disability Access Initiative to:
  - 1) Ensure that Iowa's one-stop delivery system meets all accessibility requirements for individuals with disabilities under the Iowa Civil Rights Act of 1965, as amended (ICRA); the Americans with Disabilities Act of 1990, as amended (ADA); and the Workforce Innovation and Opportunity Act (WIOA).
  - 2) Increase accessibility for individuals with disabilities to the programs, services, and activities of Iowa's one-stop delivery system.
  - 3) Continuously improve for individuals with disabilities the provision of services within the one-stop delivery system.
  - 4) Improve opportunities for individuals with disabilities in competitive integrated employment.
- The Disability Access Committee used the 2010 ADA Checklist for Existing Facilities (available online at [www.ADAchecklist.org](http://www.ADAchecklist.org)) to perform a physical accessibility assessment of the below facility, on the below date.

Date of Assessment:	August 9th, 2017
Facility Assessed:	Dubuque IowaWorks Center, 680 Main Street, 2nd Floor, Dubuque, IA 52001

- The Disability Access Committee created Physical Accessibility Report (Report) that contains the barriers identified by the Disability Access Committee during its physical accessibility assessment.
- The Disability Access Committee used the Report to create this Transition Plan (Plan) for addressing the physical accessibility barriers to increase physical accessibility and meet the physical accessibility requirements under the ADA, ICRA, and WIOA.

## Tier 1 Barriers

The barriers identified in Tier 1 of this Plan must be eliminated no later than May 1st, 2019.

Barrier 1.1 Parking	
<b>Report Section:</b>	ADA Checklist Section 1.3
<b>Access Issue:</b>	There is no van accessible space identified and to be in compliance it states, at least one a van accessible space. Due to having no van accessible space obviously no sign indicating this was there.
<b>Solution:</b>	Landlord issue but possible solutions are to re-stripe the ADA parking spaces to make them compliant or if a van cannot get to the 3 <sup>rd</sup> floor of the parking ramp, have a sign in front of the parking ramp stating there is ADA parking in front of the building.
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

Barrier 1.1 Parking	
<b>Report Section:</b>	ADA Checklist Section 1.8, 2.6
<b>Access Issue:</b>	Slope of the lower level parking lot to the Main Street entrance is unchanged from the previous accessibility study on August 15, 2016 and today's study that is greater than 5% - it is currently 10%.
<b>Solution:</b>	Reviewed and Completed. Per Page Eastin, this barrier can be removed from the list.
<b>Completion Date:</b>	N/A
<b>Person(s) Responsible:</b>	N/A
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 1.1 Parking

<b>Report Section:</b>	ADA Checklist Section 1.9
<b>Access Issue:</b>	No, the access aisles adjoin the accessible route.
<b>Solution:</b>	The local board needs to review this barrier again and describe where it's located.
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Full Name(s)
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 1.3 Curb Ramps

<b>Report Section:</b>	ADA Checklist Section 1.22
<b>Access Issue:</b>	The curb ramp was measured several times and it measured at 35" rather than 36". This was at the lower ramp area of the upper IWD spaces were full.
<b>Solution:</b>	Could not find the curb ramp where this was located. The local access board will need to review the location again.
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

<b>Barrier 1.3 Curb Ramps</b>	
<b>Report Section:</b>	ADA Checklist Section 1.23
<b>Access Issue:</b>	Flares are at the curb ramp and measured 4.4 outside the slope area.
<b>Solution:</b>	The local board needs to review this barrier again and describe where it's located.
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Full Name(s)
<b>Comment(s):</b>	
Additional comment(s) here.	

<b>Barrier 1.5 Entrance(s)</b>	
<b>Report Section:</b>	ADA Checklist Section 1.39
<b>Access Issue:</b>	The signage in the parking lot and in the elevator needs major improvements. It gives person no sense of direction in lower park lot and in the elevator. The signs need to assist person to follow the route to IWD.
<b>Solution:</b>	Signs are now on all levels in the parking lot and by the elevator showing the way to IWD.
<b>Completion Date:</b>	COMPLETED
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

## Tier 2 Barriers

The barriers identified in Tier 2 of this Plan must be eliminated no later than May 1st, 2020.

Barrier 2.1. Accessible Entrance(s)	
<b>Report Section:</b>	ADA Checklist Section 2.1, 2.3, 2.11
<b>Access Issue:</b>	IWD has an entrance at the 3rd floor of the parking ramp. There are 3 handicapped stalls which are ok for the number of actual stalls on the ramp floor. Accessible Entrance into IWD is not have slip-resistant especially in the winter months.
<b>Solution:</b>	The carpet is now slip resistant and covers the entire entrance.
<b>Completion Date:</b>	COMPLETED
<b>Person(s) Responsible:</b>	Full Name(s)
<b>Comment(s):</b>	
Additional comment(s) here.	

Barrier 2.4 Elevators	
<b>Report Section:</b>	ADA Checklist Section 2.29
<b>Access Issue:</b>	The car controls are raised however I did not see braille on the controls in the ramp elevator but inside the building did.
<b>Solution:</b>	Landlord will need to order a new face plate with braille on the controls.
<b>Completion Date:</b>	Month, Day, Year
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 2.4 Elevators

<b>Report Section:</b>	ADA Checklist Section 2.30
<b>Access Issue:</b>	No audible sounds as the car passes or stops at the floor.
<b>Solution:</b>	This has been fixed. There are now sounds between the floors
<b>Completion Date:</b>	COMPLETED
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 2.6 Signs

<b>Report Section:</b>	ADA Checklist Section 2.38
<b>Access Issue:</b>	<ol style="list-style-type: none"> <li>1. The signs for permanent rooms and spaces did not have braille on office room numbers but did on restroom entrance wall.</li> <li>2. The braille was very small and I could not see the braille unless I was right up to the sign and the braille was the same color as the room marker and not in white like you see in many signs.</li> <li>3. There was a chair in the way of a “clear” space at room 226. The chair just needs to be moved.</li> </ol>
<b>Solution:</b>	<ol style="list-style-type: none"> <li>1. This is true. We will update the signage to conform with ADA regulations.</li> <li>2. The braille does not need to be seen, only felt. Not an issue.</li> <li>3. The chair in question has been moved.</li> </ol>
<b>Completion Date:</b>	
<b>Person(s) Responsible:</b>	Marla Locke
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 2.9 Controls

<b>Report Section:</b>	ADA Checklist Section 2.50
<b>Access Issue:</b>	In the computer lab there is a table and computer monitor obstructing the off and on switch of the room lighting.
<b>Solution:</b>	Staff will turn on the lights before they open.
<b>Completion Date:</b>	Completed
<b>Person(s) Responsible:</b>	Marla Locke
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 2.9 Controls

<b>Report Section:</b>	ADA Checklist Section 2.51
<b>Access Issue:</b>	All light switches have standard light switch and not the easily operated ones.
<b>Solution:</b>	Per Page Eastin the light switches conform to ADA specs and do not need to be replaced.
<b>Completion Date:</b>	COMPLETED
<b>Person(s) Responsible:</b>	N/A
<b>Comment(s):</b>	
Additional comment(s) here.	

<b>Barrier 2.10. Seating and Benches</b>	
<b>Report Section:</b>	NO ADA CHECKLIST SECTION
<b>Access Issue:</b>	Round “overflow” table was not accessible at all which seats approx. 6. It does not extend no less than 17” and no great than 25” under the surface. Promise job portable room/area is just a communication area but is not big enough for circular space/turning radius in wheelchair due to the need to clear the space/things inside the portable room.
<b>Solution:</b>	Dubuque has 28 computers that the public can use. ADA regulations say 5% have to be wheelchair/handicap accessible. This would mean at least 1 computer has to be wheelchair accessible. There is a power table that can be raised up or down depending on the need and it can do skills testing and membership. Since there is one 1 table, this meets ADA regulations. The promise jobs area has been cleared and is now big enough for a wheelchair.
<b>Completion Date:</b>	COMPLETED
<b>Person(s) Responsible:</b>	N/A
<b>Comments:</b>	
Additional comment(s) here.	

<b>Barrier 2.10. Seating and Benches</b>	
<b>Report Section:</b>	ADA Checklist Section 2.55
<b>Access Issue:</b>	All membership computer stations are standing height and are not accessible for individuals using a wheelchair.
<b>Solution:</b>	There is now a power table that can be used for membership testing. This can be lowered or raised with a push of a button.
<b>Completion Date:</b>	COMPLETED
<b>Person(s) Responsible:</b>	N/A
<b>Comments:</b>	
Additional comment(s) here.	



<b>Barrier 2.11. Sales and Service Counters</b>	
<b>Report Section:</b>	ADA Checklist Section 2.72, 2.73, 2.74
<b>Access Issue:</b>	The counter is all one height.
<b>Solution:</b>	Lowered one of the counters to under 35 inches.
<b>Completion Date:</b>	COMPLETED
<b>Person(s) Responsible:</b>	Mark Petersen
<b>Comments:</b>	
Additional comment(s) here.	

<b>Barrier 2.11. Sales and Service Counters</b>	
<b>Report Section:</b>	ADA Checklist Section 2.75
<b>Access Issue:</b>	No International symbol sign at the counter
<b>Solution:</b>	Per Page Eastin this is not necessary. They already have one at the entrance.
<b>Completion Date:</b>	COMPLETED
<b>Person(s) Responsible:</b>	N/A
<b>Comments:</b>	
Additional comment(s) here.	

## Tier 3 Barriers

The barriers identified in Tier 3 of this Plan must be eliminated no later than May 1st, 2021.

<b>Barrier 3.1 Toilet Rooms</b>	
<b>Report Section:</b>	ADA Checklist Section 3.45
<b>Access Issue:</b>	Door to the accessible stall is not self-closing. Lock on stall door requires tight grasping, pinching etc. Same in the men's room.
<b>Solution:</b>	Landlord will need to add a hinge to the door that will make the stall conform to ADA specifications. New locks will need to be ordered.
<b>Completion Date:</b>	
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

<b>Barrier 3.1 Toilet Rooms</b>	
<b>Report Section:</b>	ADA Checklist Section 3.36
<b>Access Issue:</b>	Flush control is still same since Aug. 15, 2016 eval. as it is not on the open side of the stall.
<b>Solution:</b>	Convert to an automatic flush instead of a manual flush.
<b>Completion Date:</b>	
<b>Person(s) Responsible:</b>	Landlord
<b>Comment(s):</b>	
Additional comment(s) here.	

### Barrier 3.1 Toilet Rooms

<b>Report Section:</b>	ADA Checklist Section 3.32
<b>Access Issue:</b>	Men's room height of the toilet measured 19" from the floor.
<b>Solution:</b>	Per ADA regulations, this is in compliance.
<b>Completion Date:</b>	COMPLETED
<b>Person(s) Responsible:</b>	N/A
<b>Comment(s):</b>	
Additional comment(s) here.	

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## Tier 4 Barriers

The barriers identified in Tier 4 of this Plan must be eliminated no later than May 1st, 2023.

Barrier 4.2 Public Telephones	
<b>Report Section:</b>	ADA Checklist Section 4.10
<b>Access Issue:</b>	There is no public coin operated phone inside IWD but they have a phone the public can use inside a cubicle. It is a desk phone. Area of cubicle was large enough for wheelchair user. The phone has volume control with identifiable pictogram on the phone. They have an interpretype ITY if Deaf and Speech-impaired person comes in and staff and customer can communicate with the interpretype TTY.
<b>Solution:</b>	Since there is no coin operated phone, they are exempt from having a TTY machine next to it. They do have one and it's available upon request.
<b>Completion Date:</b>	COMPLETED
<b>Person(s) Responsible:</b>	Marla Locke
<b>Comment(s):</b>	
Additional comment(s) here.	

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## **Authors**

This report was written by:

1. Jeanne Helling and Helen Billmeyer, Iowa Vocational Rehabilitation Services

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## **Posted for Public Comment**

This Disability Access Committee posted this Plan for public comment from April 10th, 2018 until May 10th, 2018.

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## **Approval by Disability Access Committee**

This Disability Access Committee approved this Plan for submission to the Local Workforce Development Board on \_\_\_\_\_, 2017.

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## **Adoption by the Local Workforce Development Board**

The Local Workforce Development Board Plan adopted this Plan on \_\_\_\_\_, 2017.

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## **Submission to the State Disability Access Committee**

The Disability Access Committee submitted this Plan to the State Disability Access Committee on \_\_\_\_\_, 2017.