



**Department of Human Services**  
1301 18<sup>th</sup> Ave NW, Suite A  
Austin, Minnesota 55912  
Phone: 507-437-9701 Fax: 507-437-9721  
Julie Stevermer, Director

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## **Comprehensive Civil Rights Plan**

### **Introduction**

The purpose of this plan is to inform applicants for services, clients and citizens of Mower County of their right to fair treatment and to assure Mower County Human Services is in compliance with all state and federal laws prohibiting discrimination on the basis of race, color, national origin, sex, sexual orientation, age, creed, religion, political beliefs, disability or status with regard to public assistance. This plan will also serve as a source of information to human services staff and Mower County citizens by listing civil rights administrative policies and procedures references, identifying contact persons and departments within Mower County, the Minnesota Department of Human Services and the federal government (see attached references and resources listings).

### **Policy for Equal Opportunity in Service Delivery**

It is the policy of Mower County Human Services to make sure program benefits and services are available to everyone and provided to all eligible individuals without discrimination, in compliance with civil right laws.

Mower County Human Services employees, programs, policies and procedures cannot discriminate against clients or applicants for services on the basis of race, color, national origin, sex, sexual orientation, age, creed, religion, political beliefs, disability, or status with regard to public assistance. Employees, programs, policies and procedures must allow physical and program access for people with disabilities.

This civil rights policy covers Mower County Human Services full range of program benefits and services, including but not limited to information about services, eligibility determinations, intakes and admissions, procedures and treatment. The policy applies to all programs and services including those receiving state and federal assistance. It applies to programs and services conducted directly by Mower County Human Services and to those carried out by other public or private agencies or providers under contract, licenses or other service agreement arrangements.

Some state laws provide greater protections than federal laws. In these cases, Mower County Human Services and other human services agencies as well as service providers doing business in Minnesota must follow state law.

### **Civil Rights Complaint Procedure**

If you believe that you have been discriminated against because of your race, color, national origin, sex, sexual orientation, religion, age, political beliefs, disability or status with regard to public assistance while applying for or receiving services at Mower County Human Services, you have the right to file a complaint. Mower County will provide you with a copy of the "Civil Rights Complaint Form and direct you to submit your complaint to the Civil Rights Coordinator at the Minnesota

Department of Human Services. You may also file a complaint directly with the Department of Human Services by calling or writing to:

Civil Rights Coordinator  
Minnesota Department of Human Services  
Office of Equal Opportunity  
PO Box 649976  
St. Paul, MN 55164-0997  
(651) 431-3040 (voice)  
(651) 431-7444 (fax)  
(800) 627-3529 (Minnesota Relay Services)  
(877) 627-3848 (Speech-to-Speech Relay Service)

If you do not want to file a complaint with the Minnesota Department of Human Services, you can instead file a civil rights complaint with the Minnesota Department of Human Rights, the U.S. Department of Health and Human Services Office for Civil Rights and the U.S. Department of Agriculture for the Food Support Program.

**Minnesota Department of Human Rights**

190 East Fifth Street, Suite 700  
St. Paul, MN 55101  
(800) 657-3704 (voice)  
(651) 296-1283 (TTY)

U.S. Department of Health and Human Services

**Office for Civil Rights, Region V**  
233 N. Michigan Ave., Suite 240  
Chicago, IL 60601  
(312) 886-2359 (voice)  
(312) 353-5693 (TTY)

**U.S. Department of Agriculture**

Director, Office of Civil Rights  
1400 Independence Avenue SW  
Washington, D.C. 20250-9410  
(800) 795-3272 (voice)  
(202) 720-6382 (TTY)

**Mower County Contact Information**

**Mower County ADA/504 Coordinator**

Craig Oscarson  
Mower County Coordinator  
204 NE 1<sup>st</sup> Street  
Austin MN 55912  
(507) 437-9459  
[coscarson@co.mower.mn.us](mailto:coscarson@co.mower.mn.us)

**Official Mower County Human Services Contact**

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This civil rights plan is posted in the lobby on a bulletin board at Mower County Human Services.

## **REFERENCES**

### **Summary of Civil Rights Laws**

#### **Federal authorities**

- **Title VI of the Civil Rights Act of 1964**

Title VI of the Civil Rights Act of 1964 is a federal law that protects eligible people from discrimination based on their **race, color, or national origin** in programs and activities that receive federal financial assistance.

Statutory citation: 42 U.S.C. 2000 et seq.

Regulatory citation: 45 CFR Part 80

<http://www.hhs.gov/ocr/part80rg.html>.

- **Section 504 of the Rehabilitation Act of 1973**

Section 504 of the Rehabilitation Act is a federal law that protects **qualified individuals with disabilities from discrimination based solely on their disability.**

Statutory citation: 29 U.S.C. 794

Regulatory citation: 45 CFR Part 84

<http://www.hhs.gov/ocr/504part84.html>.

- **Americans with Disabilities Act of 1990, Title II**

Title II of the Americans with Disabilities Act is a federal law that protects qualified individuals with disabilities from **discrimination on the basis of their disability when the discrimination occurs in state/local government services.** This law extends to **ALL activities of the state and local governments**, including those that do not receive federal financial assistance.

Statutory citation: 42 U.S.C. 12131

Regulatory citation: 28 CFR Part 35

<http://www.usodg.gov/crt/ada/reg2.html>.

- **Title II Technical Assistance Manual (1993)**

The Technical Assistance Manual addresses the requirements of Title II as they apply to the operations of state and local governments.

Regulatory citation: 28 CFR Part 35.102-35.104

<http://www.ada.gov/taman2.html>.

- **Age Discrimination Act of 1975**

The Age Discrimination Act is a federal law that protects people from discrimination based on their **age** in programs/activities that receive federal financial assistance.

Statutory citation: 42 U.S.C. 6101

Regulatory citation: 45 CFR Part 91

<http://www.hhs.gov/ocr/agereg.html>.

- **Community Service Assurance Provisions of the Hill-Burton Act**

The Hill-Burton Act is a federal act that gives hospitals and other health facilities money to build and remodel in return for providing limited health care services to people living in the area who cannot pay for health care. The nondiscrimination provisions of the Hill-Burton Act protect people from **discrimination on any ground not related to their need for the service** provided by the entity.

Statutory citation: 42 U.S.C. 291 et seq.

Regulatory citation: 45 CFR Part 124  
<http://www.hhs.gov/ocr/hbcsreg.html>.

- **Nondiscrimination Provisions of the Omnibus Budget Reconciliation Act (OBRA) of 1981 (federal block grants)**  
The nondiscrimination provisions of OBRA protect service applicants and clients from discrimination on the basis of **race, color, national origin, disability and age** and in some cases **sex and religion** in programs/activities funded by federal block grants.  
Regulatory citation: 45 CFR Part 96  
<http://www.acf.hhs.gov/programs/liheap/guidance/regulations/regs.html>.
- **Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (LEP)**  
The executive order requires federal agencies to ensure that recipients of federal financial assistance provide meaningful access to their LEP applicants and clients.  
<http://www.usdoj.gov/crt/cor/13166.htm>.
- **Family Violence Prevention and Services Act**  
The nondiscrimination provisions of the Family Violence Prevention Services Act protects applicants and clients from discrimination on the basis of **race, color, national origin, age, disability, sex or religion**.  
Statutory citation: 42 U.S.C. 10406  
<http://www.usdoj.gov/crt/cor/byagency/hhs10406.htm>.
- **Interethnic Adoption Act**  
The Interethnic Adoption Act is a federal law that prevents individuals or government agencies involved in adoption or foster care placement from denying or delaying the placement of a child on the basis of **the race, color, or national origin of the individual or child**.  
Statutory citation: 42 U.S.C. 1996b  
<http://www.hhs.gov/ocr/mepa/>.
- **Food Stamp Act of 1977**  
The Food Stamp Act of 1977 includes nondiscrimination compliance requirements and bilingual requirements for the Food Stamp Program. The U.S. Department of Agriculture prohibits discrimination in all its programs and activities on the basis of **race, color, sex, age, disability, religion, and national origin** and **requires that bilingual services are provided in areas with a significant proportion of non-English or limited English-speaking people**.  
Statutory citation: 7 U.S.C. 2011 *et seq.*  
<http://www.fns.usda.gov/fsp/rules/Legislation/pdfs/fsa77.pdf>.
  - **Nondiscrimination Compliance Requirements in the Food Stamp Program, Food and Nutrition Services, U.S. Department of Agriculture**  
Regulatory citation: 7 CFR Part 272.6  
[http://a257.g.akamaitech.net/7/257/2422/14-mar20010800/edocket.access.gpo.gov/cfr\\_2003/pdf/7CFR272.6.pdf](http://a257.g.akamaitech.net/7/257/2422/14-mar20010800/edocket.access.gpo.gov/cfr_2003/pdf/7CFR272.6.pdf).
  - **Bilingual Requirements in the Food Stamp Program, Food and Nutrition Services, U.S. Department of Agriculture**  
Regulatory citation: 7 CFR Part 272.4

[http://a257.g.akamaitech.net/7/257/2422/14mar20010800/edocket.access.gpo.gov/cfr\\_2003/pdf/7CFR272.4.pdf](http://a257.g.akamaitech.net/7/257/2422/14mar20010800/edocket.access.gpo.gov/cfr_2003/pdf/7CFR272.4.pdf).

- **FNS Instruction 113-1**, Civil Rights Compliance and Enforcement – Nutrition Programs and Activities, Food and Nutrition Service, U.S. Department of Agriculture  
<http://www.fns.usda.gov/cr/Documents/113-1.pdf>.

## **State Authorities**

- **Minnesota Human Rights Act (MHRA)**

The Minnesota Human Rights Act is a state law that protects applicants and clients of public services from discrimination on the basis of **race, color, creed, religion, nation origin, disability, sex, sexual orientation or status with regard to public assistance.**

Statutory citation: Minn. Stat. 363A

[http://www.humanrights.state.mn.us/attorneys\\_363.html](http://www.humanrights.state.mn.us/attorneys_363.html)

## **RESOURCES**

### **DHS**

DHS' Limited English Proficiency Plan: Go to the DHS public Web Site at [www.dhs.state.mn.us](http://www.dhs.state.mn.us); from there choose the Limited English Proficiency page; then choose the LEP Plan.

### **Federal**

U.S. Department of Health and Human Services (HHS) Office for Civil Rights (OCR):  
[www.hhs.gov/ocr](http://www.hhs.gov/ocr)

HHS/OCR Disability Policy Guidance in the TANF Program: [www.hhs.gov/ocr/prohibition.htm](http://www.hhs.gov/ocr/prohibition.htm)

HHS/OCR Limited English Proficiency Guidance: [www.hhs.gov-ocr-lep-lep\\_guidance080403.pdf](http://www.hhs.gov-ocr-lep-lep_guidance080403.pdf)

U.S. Department of Agriculture Food and Nutrition Service Instruction on Civil Rights Compliance in the Food Stamps Program: [www.fns.usda.gov/cr/Documents/113-1.pdf](http://www.fns.usda.gov/cr/Documents/113-1.pdf)

Information and Technical Assistance on the Americans with Disabilities Act: [www.ada.gov](http://www.ada.gov)

Federal Interagency Web Site on Limited English Proficiency: [www.LEP.gov](http://www.LEP.gov)