## **Personnel Department**

## City of Holyoke Americans with Disabilities Act Public Notice

The City of Holyoke does not discriminate on the basis of disability in its services, programs or activities.

**Employment:** The City of Holyoke does not discriminate on the basis of disability in its hiring or employment practices and complies with the ADA Title I employment regulations.

**Effective Communication:** The City of Holyoke will, upon request, provide auxiliary services leading to effective communication for people with disabilities, including qualified sign language interpreters, assistive listening devices, documents in braille, and other ways of making communications accessible to people who have speech, hearing or vision impairments.

**Modifications to Policies and Procedures**: The City of Holyoke will make reasonable modifications to policies and procedures to ensure that people with disabilities have an equal opportunity to enjoy programs, services, and activities. For example, people with service animals are welcomed in the City of Holyoke offices, even where pets and other animals are prohibited.

**Requests:** To request an auxiliary aid or service for effective communication, or a modification of policies or procedures contact Kelly A. Curran, Personnel Director/ADA Coordinator at <a href="mailto:currank@holyoke.org">currank@holyoke.org</a> or 413-322-5555 as soon as possible, preferably seven (7) days before the activity or event.

**Complaints:** Send complaints to Kelly A. Curran, Personnel Director/ADA Coordinator at <a href="mailto:currank@holyoke.org">currank@holyoke.org</a> or 413-322-5555