

COMMUNITY ACTION, INC.

***** NOTICE TO CONSUMERS *****

NON-DISCRIMINATION DELIVERY OF SERVICES POLICY

This Policy reaffirms that all provisions of Community Action, Inc. services to consumers shall be made without regard to race, color, religious creed, disability, ancestry, national origin (including limited English proficiency), age, sex, actual or perceived gender identity or sexual orientation, lifestyle, political beliefs, familial status, military service, genetic information, citizenship, or retaliation against these characteristics.

Services shall be accessible to eligible disabled persons through the most practical and economically feasible methods available. These methods include, but are not limited to, equipment redesign, the provision of aids, and the use of alternative service delivery locations. Structural modifications shall be considered only as a last resort among available methods.

Any consumer who believes they have been discriminated against may file a complaint of discrimination within Community Action, Inc. at the address and phone number below. The office is open to the public 8:30 a.m. to 4:30 p.m., Monday through Friday.

Community Action, Inc.
Robert A. Cardamone, Executive Director
105 Grace Way, Punxsutawney, PA 15767-1209
Telephone: 814-938-3302 or Toll Free: 800-648-3381
Fax: 814-938-7596

Consumers may also contact any of the following:

Pennsylvania Human Relations Commission (PHRC)
301 Fifth Avenue
Suite 390, Piatt Place
Pittsburgh, PA 15222
Telephone: (412) 565-5395
TTD: (412) 565-5711
Website: www.phrc.pa.gov
(File within 180 days of incident)

Pennsylvania Department of Human Services
Bureau of Equal Opportunity
301 Fifth Avenue
Suite 410, Piatt Place
Pittsburgh, PA 15222
Telephone: (412) 565-7607
TDD: (412) 880-0971
Fax: (412) 880-0207
(File within 90 days of incident)

U.S. Department of Health & Human Services
Office of Civil Rights, Mid-Atlantic Region
150 South Independence Mall West
Suite 372, Public Ledger Building
Philadelphia, PA 19106-9111
Telephone: (800) 368-1019
TDD: (800) 537-7697
Fax: (202) 619-3818
Email: ocrmail@hhs.gov
Website: www.hhs.gov/civil-rights
(File within 180 days of incident)

Meetings of the Community Action, Inc. Board of Directors are normally held in Brookville, PA at Noon, and open to the public. See Community Action, Inc.'s website (www.jccap.org) for specific board meeting dates. Notices of meetings are published in the major newspapers of Clarion and Jefferson Counties. Confirmation of meeting date, time and location may be obtained by calling Community Action, Inc. at (814) 938-3302. Individuals who desire to address the Board of Directors must provide one week advance notice to the Community Action, Inc. Board President, Richard G. Fetterman, 105 Grace Way, Punxsutawney, PA 15767.

