

# **Bastrop County ADA Self-Evaluation Report**

## **Current Services, Policies, and Practices Assessment**

**Date Completed:** January - March 2025

**Submitted by:** Bastrop County ADA Coordinator

**Federal Requirement:** 28 CFR § 35.105 - Self-Evaluation

### **Executive Summary**

Bastrop County has Completed a self-evaluation of its current services, policies, and practices as required by Title II of the Americans with Disabilities Act (ADA) and 28 CFR § 35.105. This evaluation was conducted to identify barriers to program accessibility and determine necessary modifications to ensure full compliance with federal nondiscrimination requirements.

#### **Key Findings:**

- Comprehensive evaluation completed between January and March 2025
- Multiple departments and programs assessed for accessibility barriers
- Systematic methodology employed following TxDOT Subrecipient Compliance Assessment Tool (SCAT) guidelines
- Specific barriers identified across physical facilities, digital platforms, and programmatic services
- Remediation plan developed with timelines and responsible departments assigned

### **Statement of Compliance**

Bastrop County certifies that it has completed a self-evaluation of its current services, policies, and practices, and the effects thereof, as required by 28 CFR § 35.105. This evaluation examined policies and practices that do not or may not meet the requirements of Title II of the Americans with Disabilities Act, and identified necessary modifications to achieve program accessibility for individuals with disabilities.

### **Self-Evaluation Methodology**

#### **Evaluation Period**

Beginning in January 2025, Bastrop County undertook a comprehensive self-evaluation of its programs, policies, digital assets, and publicly accessible facilities. The evaluation process was completed in March 2025.

#### **Evaluation Process**

This evaluation process followed the structure of TxDOT's Subrecipient Compliance Assessment Tool (SCAT) and ADA Survey II guidelines to ensure comprehensive coverage of all County operations.

### **Scope of Evaluation**

The self-evaluation examined the following County services, policies, and practices:

#### **Physical Facilities:**

- Public-facing County buildings and offices
- Sidewalks and right-of-way infrastructure
- County parks and recreational areas
- Parking facilities and accessibility features
- Building entrances, exits, and interior accessibility

#### **Digital Platforms:**

- County website accessibility and navigation
- Online services and applications
- Digital communication platforms
- Public information access systems

#### **Programs and Services:**

- Internal and external County programs
- Public services delivery methods
- Emergency services and communications
- Community programs and events
- Voting and civic participation processes

#### **Policies and Practices:**

- Employment policies and procedures
- Public accommodation policies
- Communication and auxiliary aid provisions
- Grievance and complaint procedures
- Contractor and vendor requirements

### **Methodology Overview**

The evaluation employed multiple assessment methods:

- **Physical Inspections:** Coordinated with Facilities Management and Public Works departments to assess building accessibility, parking, and infrastructure compliance
- **Ongoing GIS Asset Data Review:** Analysis of sidewalk and right-of-way accessibility using County geographic information systems
- **Department-Level Interviews:** Conducted interviews with department heads to assess programmatic barriers and service delivery methods

- Policy Review: Comprehensive review of existing County policies, procedures, and practices for ADA compliance
- Digital Accessibility Assessment: Initial evaluation of website accessibility, content navigation, and online service availability
- Public Communication Review: Assessment of public-facing communication formats and platforms for accessibility

### **Areas Examined and Departments Involved**

The self-evaluation included assessment of the following County departments and their associated programs, services, and facilities:

#### **Departments Evaluated:**

- Commissioners Court and County Administration
- County Clerk and Elections
- County Attorney's Office
- Sheriff's Office and Emergency Services
- Tax Assessor-Collector
- County Treasurer
- Facilities Management and Maintenance
- Public Works and Infrastructure
- Parks and Recreation
- Information Technology Services
- Human Resources
- Planning and Development
- Environmental Services
- Animal Services
- Veterans Services

#### **Public Facilities Assessed:**

- Bastrop County Courthouse and Annex
- County office buildings and service centers
- Parks and recreational facilities
- Public parking areas
- Emergency services facilities

### **Problems Identified**

The self-evaluation identified barriers that limit access to County programs, services, and activities for individuals with disabilities. These barriers were categorized as follows:

### **Physical Accessibility Barriers**

- Insufficient accessible parking spaces at certain County facilities
- Older building infrastructure requiring accessibility improvements
- Sidewalk and right-of-way connectivity issues in some areas
- Signage and wayfinding systems needing enhancement

### **Programmatic Barriers**

- Limited auxiliary aid and service provision procedures
- Inconsistent policies for reasonable modification requests
- Communication barriers for individuals with sensory disabilities
- Emergency preparedness and evacuation procedures requiring accessibility updates

### **Digital Accessibility Barriers**

- County website requiring updates to meet WCAG 2.1 AA standards
- Online services and forms needing accessibility improvements
- Digital communication platforms requiring enhanced accessibility features

### **Policy and Practice Barriers**

- ADA coordination and oversight procedures requiring formalization
- Staff training on disability accommodation requirements
- Contractor and vendor accessibility requirement integration

### **Modifications Required to Achieve Program Accessibility**

Based on the evaluation findings, Bastrop County has identified the following modifications necessary to achieve full program accessibility:

#### **Immediate Actions (Completed or In Progress)**

1. ADA Coordinator Designation: Ashley Piper appointed as County ADA/504 Coordinator
2. Policy Development: Comprehensive nondiscrimination policies developed and adopted
3. Complaint Procedures: Formal grievance procedures established and published
4. Website Updates: Initial accessibility improvements implemented on County website

#### **Short-Term Modifications (6-12 months)**

1. Facility Improvements: Accessible parking, signage, and entrance modifications
2. Staff Training: Department-wide ADA training and accommodation procedures
3. Communication Systems: Enhanced auxiliary aid and service protocols
4. Digital Accessibility: Complete website compliance with WCAG 2.1 AA standards

### **Long-Term Modifications (1-3 years)**

1. Infrastructure Improvements: Systematic sidewalk and right-of-way accessibility upgrades
2. Facility Renovations: Building accessibility improvements during scheduled maintenance
3. Program Enhancements: Comprehensive program delivery method accessibility review
4. Technology Upgrades: Accessible technology implementation across all County systems

### **Interested Persons Consulted**

As required by 28 CFR § 35.105(b), Bastrop County provided opportunities for interested persons, including individuals with disabilities and organizations representing individuals with disabilities, to participate in the self-evaluation process.

#### **Consultation Methods:**

- Public notice of self-evaluation process published on County website
- Community stakeholder meetings conducted
- Disability advocacy organizations contacted for input
- Public comment period established for feedback submission
- County employees with disabilities consulted for insights

#### **Organizations and Stakeholders Consulted:**

- Local disability advocacy groups
- Texas Department of Assistive and Rehabilitative Services
- Area Agency on Aging representatives
- County employees and department representatives
- Community members with disabilities
- ADA subject matter experts and consultants

### **Implementation Timeline and Monitoring**

#### **Remediation Schedule**

Bastrop County has established a phased implementation schedule for addressing identified barriers:

Phase 1 (January - June 2025): Policy development, ADA coordinator designation, immediate compliance items

Phase 2 (July - December 2025): Facility assessments, staff training, website accessibility improvements

Phase 3 (2026 and beyond): Infrastructure improvements, long-term facility modifications, ongoing monitoring and ADA GIS project completion

### **Progress Monitoring**

- Quarterly progress reviews conducted by ADA Coordinator
- Annual updates to barrier remediation plan
- Ongoing complaint log maintenance to identify emerging issues
- Regular consultation with disability community for feedback

### **Documentation and Record Maintenance**

As required by 28 CFR § 35.105(c), Bastrop County maintains the following documentation for at least three years following completion of this self-evaluation:

1. List of Interested Persons Consulted: Complete record of stakeholders and organizations involved in the evaluation process
2. Description of Areas Examined: Detailed inventory of all facilities, programs, services, and policies assessed
3. Description of Problems Identified: Comprehensive catalog of accessibility barriers discovered during evaluation
4. Description of Modifications Made: Documentation of all corrective actions taken and planned modifications

These records are maintained on file and available for public inspection upon request at the Bastrop County Courthouse Annex.

### **Contact Information**

Questions regarding this self-evaluation or ADA compliance matters should be directed to:

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### **Summation**

Bastrop County has completed a comprehensive self-evaluation of its current services, policies, and practices as required by federal law. This evaluation identified specific barriers to accessibility and established a systematic approach to removing these barriers and achieving full program accessibility for individuals with disabilities.

The County is committed to ongoing compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, and will continue to monitor, evaluate, and improve accessibility across all programs, services, and activities.

Certification: This self-evaluation was completed in accordance with 28 CFR § 35.105 and represents Bastrop County's good faith effort to identify and address barriers to program accessibility for individuals with disabilities.