



September 12, 2018

Kendra Ringstmeyer
Director of Workforce Training
South Dakota of Labor and Regulation

Dear Director Ringstmeyer,

In response to your letter of July 23, 2018, please find the enclosed progress and transition plans on the Americans with Disabilities Act (ADA) reviews conducted in the DLR Job Services Offices in Huron, Mitchell and Sioux Falls.

I am confident the low and medium effort items not already corrected will be resolved by spring of 2019. The high effort items may have to be negotiated during lease renewals, however there are steps listed we can take now to show good faith best effort.

If you have any questions or need any further information, contact me at jim.dornbusch@state.sd.us or 605.773.3084.

Regards,

Jim Dornbusch
Property and Procurement Manager
South Dakota Department of Labor and Regulation

Enclosure

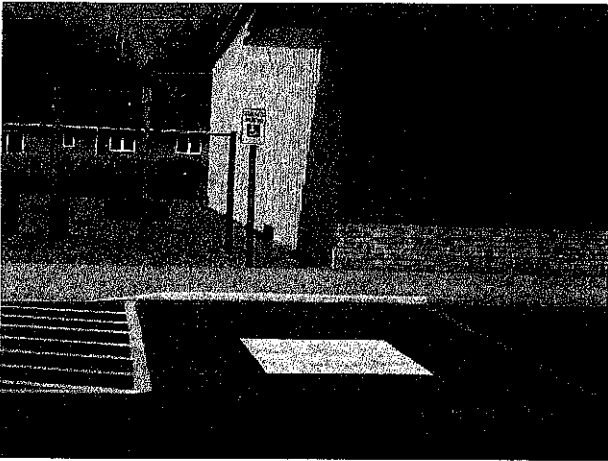
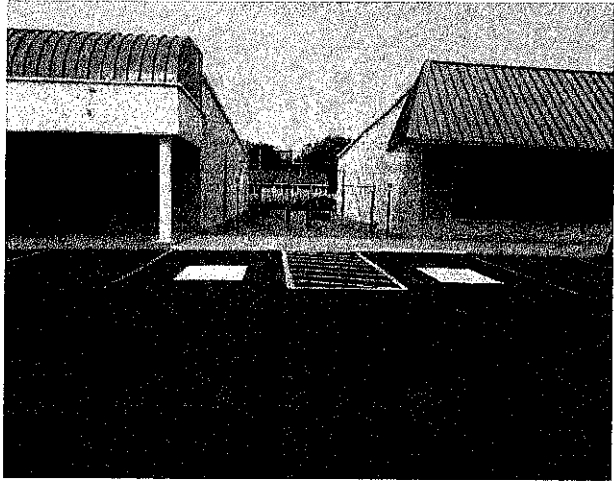
RE: One-Stop ADA Reviews

HURON JOB SERVICE

1. **Finding – Low Effort:** The main van accessible parking spot on the south edge of the parking lot is not identified with a ‘Van accessible’ handicap parking sign.
Response: Resolved. The landlord removed the handicapped parking spot in front of the office and the one next to the north side of the building located to the south. They then created one parking space that is Van Accessible and the other that is Handicapped both located further to the north between our office and Anytime Fitness. And they created a handicapped parking space in front of Java Hut which is on this same campus, but it is located in front of the building to the south of us. So, they have the required three handicapped parking spaces with one of the three being van accessible. *Four pictures included.*
2. **Finding – Low Effort:** The lobby area light switch at the front of the lobby is blocked by chairs and a brochure display.
Response: Resolved. We have moved the brochure display to the other side of the door so as to not block the light switch. *One picture included.*
3. **Finding – Low Effort:** Access to the public table and public computers in the lobby area does not meet 36’ width requirement.
Response: Resolved. We frequently measure the distance from the lobby table to the public computers to the south and the lobby table to the cubicle wall on the west to be sure the table sits at least 36 inches away from both since the table is the only thing that is movable.
4. **Finding – Low Effort:** The restroom doors closed at a rate faster than the ADA required which is five seconds from a 90-degree opening to 12 degrees from the latch. The men’s room door closed in three seconds and the women’s room door closed in four seconds.
Response: Resolved. On July 24, 2018 I e-mailed our landlord, Debbie Smith with Nordby Rentals-Property Management regarding this finding and she sent a maintenance person over right away to adjust the door closures on both restrooms, so they close slower.
5. **Finding – Medium Effort:** The access aisle for the van accessible parking spot (south side of parking lot) is not designated or striped correctly.
Response: Resolved. See the first finding. The handicapped parking spot in front of our office was completely removed as was the one on the north side of the building located to the south of us. And two handicapped parking spots, one of which is van accessible, were created further to the north of the building.
6. **Finding – High Effort:** The client service counter does not have an accessible area that is a minimum of 36” wide and a maximum of 36” high when measured from the floor.
Response: Resolved. We have clipboards available for those who cannot utilize the client service counter. Otherwise if there is going to be a future change to our front counter design I am not aware of it.

Photos of corrections: next page.

HURON JOB SERVICE PHOTOS



MITCHELL JOB SERVICE

- 1. Finding – Low Effort:** There is insufficient access space under the front reception desk for wheel chair accessibility.
Response: Resolved. The reception desk has been altered to allow 17" of clearance from the front of the desk to the modesty panel.
- 2. Finding – Low Effort:** The fire extinguisher on the back wall protrudes more than 4" from the wall and the Bottom leading edge is higher than 27" from the floor.
Response: Resolved. A permanent trash can has been placed under the fire extinguisher as a tactile warning.
- 3. Finding – Low Effort:** Both the men's and women's restroom doors require more than 5 pounds of force to open (currently; men's is 8 pounds and women's is 10 pounds).
Response: Resolved. Both door closures have been adjusted to the required maximum of 5lbs. of pressure.
- 4. Finding – Medium Effort:** The left hand outside door (looking at the building from outside) requires 15 pounds of force to open from the inside. The door is rubbing against the adjacent door causing the extra effort.
Response: Resolved. The door and close have been adjusted to the maximum of 5 lbs. of pressure to open.
- 5. Finding – Medium Effort:** The main van accessible parking spot on the left-hand side of the main entrance is not identified with a "van accessible" handicap parking sign and needs to be designated with striping as a Handicap Parking area.
Response – In process. We are working with the landlord on repainting the parking lot and configuring to comply with ADA standards. Will require completion by May 31, 2019. Signs are in the order process and will be installed next spring when the Parking lot is repainted.
- 6. Finding – Medium Effort:** The access aisle for the van accessible parking spot (directly in front of the main access door) is not designated with adequate striping.
Response – In process. We are working with the landlord on repainting the parking lot and configuring to comply with ADA standards. Will require completion by May 31, 2019.
- 7. Finding – High Effort:** The handicap equipped water closet stalls in both the men's and women's restrooms do not have the ADA required width of 56" to meet the 1991 ADA standards. Currently they are only 36" wide. Also, because of the inadequate width there is not a 36" grab bar installed behind either stool.
Response – In process. The lease for this property is up for renewal in February of 2019. We will negotiate with the landlord at that time to have the current bathrooms remodeled to meet current ADA standards.

SIoux FALLS JOB SERVICE

- 1. Finding – Low Effort:** The entrance doors to the DSS side close faster than the ADA standard of 5 seconds. Actual is 4 seconds.
Response – Resolved.
- 2. Finding – Low Effort:** The white board and the TV shelf in the SBVI Conference Room protrude into walkway more than 4" and are higher than 27" above the floor.
Response – In process. We have reached out to SBVI who is working on potential resolutions.
- 3. Finding – Low Effort:** Signs designating permanent rooms (conference rooms) unlikely to change over time do not have raised letters or Braille interpretation. They are also higher than the ADA standard of 60". Actual is 63".
Response - In process. Signs have been lowered to the ADA standard of 60". We are sourcing a supplier for the ADA/Braille printed signs and will switch out when we procure them.

4. **Finding – Low Effort:** The operable part of the changing stations in the men’s and women’s restrooms are too high.
Finding – Low Effort: Objects above grab bar in men’s and women’s restroom is too close to grab bar.
Finding – Low Effort: Toilet paper dispenser in men’s and women’s restrooms are not 7” to 9” in front of toilet as measured from the centerline of the dispenser.
Finding – Low Effort: The toilet seat in both men’s and women’s restrooms are less than the minimum 17” to maximum 19” height.
Response – In process. This has been discussed with Lloyd Properties and they will replace the current toilet seats with thicker ones to raise seat level to ADA acceptable height.
5. **Finding – Moderate Effort:** The clear floor space under the accessible portion of the reception counter does not extend at least 17” back. Actual measurement is 4”.
Response – Resolved. When and if the reception area is remodeled, insure that the reception desk is configured to current ADA standards. In the meantime, have available clip-boards to provide customers that need them in lieu of a countertop to write on.

APPROACH & ENTRANCE

6. **Finding – High Effort:** Slope of accessible parking spaces and access aisles on DLR side is steeper than 1”:48”. Actual is 2”:48”.
Finding – High Effort: The slopes on the curb ramp on the DSS side are greater than ADA standard of 1”:12”. Actual is 2”:12”.
Response – In Process. Will negotiate for needed improvements with landlord. Lease is up for Renewal August 31, 2022.

TOILET ROOMS

7. **Findings – High Effort**
There are numerous issues with non-compliance in the staff restrooms (see October 2017) findings from the DSS Consultants ADA Review. The staff toilet rooms would have to be significantly remodeled and reconfigured to comply with 2010 ADA Standards. If and when these toilet rooms are remodeled, insure that all current ADA Standards are met.
Transition Plan – In process/Resolved. This would also have to be negotiated in the lease renewal in 2022. It will be an extensive and expensive project. In the meantime, we are sourcing signs that will direct customers to the Handicap. Accessible restroom in the main area of the office.