


From: Suzanne Hutchinson <shutchinson@gordoncounty.org>
To: 'Annette Berry' <aberry@gordoncounty.org>
Date: 05/29/2012 03:05 PM
Attachments:  [Bartow County Limited English Proficiency Policy.docx](#) (11 kB)  [CJCC Letter.pdf](#) (66 kB)
Subject: FW: Limited English Proficiency Plan

Per the attached information, please add "Adoption of a limited English proficiency policy" to the agenda for the next commission meeting. We must have this policy in place prior to the next site visit to be in compliance with our grants. Thanks - Suzanne

Suzanne H. Smith

Attorney for Gordon County, Georgia
201 North Wall Street
Calhoun, Georgia 30701
(706)629-3795

From: Jason Brown [mailto:jbrown@gordoncounty.org]
Sent: Tuesday, May 29, 2012 11:02 AM
To: 'Suzanne Hutchinson'
Subject: Limited English Proficiency Plan
Importance: High

Suzanne,

Gordon County had a site visit from the CJCC concerning two grants that we received from them last year/two years ago. One of the findings/recommendations was that the County should document an appropriate process and/or procedure to ensure reasonable steps are being taken to provide meaningful access to their programs and activities for persons with limited English proficiency. Attached is an example of the policy that Bartow County implemented. We need to have this completed by the next meeting if possible because I have to submit documentation that we have corrected this to the CJCC by June 13, 2012. I also attached the letter that the CJCC sent us in case you need to look at that also. Thanks!

Jason



Gordon County Board of Commissioners

Board of Commissioners

Judy W. Bailey, Chairman
Becky Hood, Vice Chairman
Alvin Long, Commissioner
G.W. Townsend, Commissioner
Chad Steward, Commissioner

Randall G. Dowling, Administrator
rdowling@gordoncounty.org

Annette Berry, County Clerk
aberry@gordoncounty.org

Gordon County Limited English Proficiency Policy

It is the County's policy to grant access to services or programs to every person irrespective of any limitations on that person's ability to speak, understand, read or write English. The County intends to take reasonable steps to provide Limited English Proficiency persons with meaningful access to services and programs that is not unreasonably restricted, inferior or substantially delayed as compared to others.

At such time it is determined that a person using any service or program provided by the County is an LEP customer, the County will make every reasonable effort to obtain an interpreter either live or via telephone for that person.