

Montour County Children and Youth Services

435 E Front St.

Montour County Administration Center

Danville, PA 17821

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Executive Director
Melodie J. Follmer

Montour County Commissioners
Hon. Rebecca Dressler, Chair
Hon. Scott E. Lynn, Vice-Chair
Hon. Trevor S. Finn

SUBJECT: Non-Discrimination Policy Statement
Equal Employment Opportunity

TO: Montour County Children and Youth Staff

FROM: Melodie J. Follmer, Executive Director

An open and equitable personnel system will be established and maintained. Personnel policies, procedures and practices will be designed to prohibit discrimination on the basis of race, color, religious creed, disability, ancestry, national origin (including Limited English Proficiency), age or sex.

Employment opportunities shall be provided for applicants with disabilities and reasonable accommodations shall be made to meet the physical or mental limitations of qualified applicants or employees.

Any employee who believes they have been discriminated against may file a complaint of discrimination with any of the following:

Montour County Commissioners' Office Chief Clerk Holly Brandon 435 E Front St. Danville, PA 17821 P: 570-271-3000 F: 570-271-3088	Office for Civil Rights U.S. Department of Health and Human Services Centralized Case Management Operations 200 Independence Avenue, S.W. Room 509 HHH Bldg Washington, D.C. 20201 Customer Response Center: (800) 368-1019 TDD: (800) 537-7697 https://www.hhs.gov/ocr/complaints Email: ocrcomplaint@hhs.gov (Within 180 days from the date of incident)
Commonwealth of Pennsylvania Department of Human Services Bureau of Equal Opportunity Room 225, Health & Welfare Building P.O. Box 2675 Harrisburg, PA 17120 Inquiries: (717)787-1127 Email: RA-PWBEOAO@pa.gov (Within 90 days from the date of incident)	U.S. Equal Employment Opportunity Commission 801 Market Street, Suite 1000 Philadelphia, PA 19107 Inquiries: (800) 669-4000 TTY users only: (800)669-6820 https://www.eeoc.gov/filing-charge-discrimination Email: PDOContact@eeoc.gov (Within 300 days from the date of incident)
Pennsylvania Human Relations Commission 333 Market Street, 8 th Floor Harrisburg, PA 17101 https://www.phrc.pa.gov/Complaints/Pages/How-to-File-a-Complaint.aspx Inquiries: (717) 787-4410 TTY users only: (717) 787-7279 (Within 180 days from the date of incident)	