



# County of Monterey

**Item No.**

## Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

**Legistar File Number: 26-339**

**May 12, 2026**

**Introduced:** 4/7/2026

**Current Status:** General Government -  
Consent

**Version:** 1

**Matter Type:** General Agenda Item

Review, approve, and adopt the revisions to the County of Monterey Reasonable Accommodation Policy.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

Review, approve, and adopt the revisions to the County of Monterey Reasonable Accommodation Policy.

### SUMMARY:

From September 2025 to March 2026, the Civil Rights Office engaged multiple stakeholders in revising the Reasonable Accommodation Policy and, through participatory action research with employees and the Human Resources Department, collaboratively developed a revised version. The Civil Rights Office sought input from employees through surveys and focus groups, as well as from the Human Resources Department, the County Counsel's Office, and the Commission on Disabilities, to propose revisions to the Reasonable Accommodation Policy.

### DISCUSSION:

The Reasonable Accommodation Policy assists applicants, employees, and individuals seeking to participate in County programs and activities, as well as supervisors and managers, in requesting and processing accommodations. This Policy allows the County to comply with Federal and State civil rights laws, including California's Fair Employment and Housing Act (FEHA), the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and the Rehabilitation Act of 1973.

In keeping with internal policy, the Reasonable Accommodation Policy is due for review in 2026. The revision of the Policy incorporates input from employees, the Human Resources Department, best practices, and legal updates. More specifically, the revisions cover the following:

- Clarify the definition of good faith, outlining employer and employee responsibilities
- Explain in greater detail the parties' responsibilities during the interactive process
- Outline responsibilities of the departmental reasonable accommodation coordinators
- Provide guidelines for tracking and reporting reasonable accommodations

The proposed revisions also contain minor changes in formatting, language, and grammar that do not substantially change the Policy.

Attachment A is the current version of the Policy, Attachment B is the proposed Policy, and Attachment C is a redline of the proposed Policy.

OTHER AGENCY INVOLVEMENT:

The Civil Rights Office engaged employees through surveys and focus groups from October through December 2025. In addition, the Civil Rights Office sought input from the Human Resources Department, the Natividad Human Resources Department, the County Counsel's Office, and the Commission on Disabilities.

FINANCING:

This policy does not have a financial impact.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

- Well-Being and Quality of Life
  
- Sustainable Infrastructure for the Present and Future
- Safe and Resilient Communities  
*The Reasonable Accommodation Policy is geared toward safer, more resilient communities, beginning with our employees and members of the public seeking services. The newest version of the policy expands on and builds on the second key objective by providing justice-focused activities.*
- Diverse and Thriving Economy
- Dynamic Organization and Employer of Choice  
*The Reasonable Accommodation Policy proactively works to ensure employees, especially those with accommodation needs, feel valued and that the organization engages with them, thereby making the County of Monterey an employer of choice.*

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Attachments:

Attachment A - Current Reasonable Accommodation Policy

Attachment B - Proposed Reasonable Accommodation Policy - Clean Version

Attachment C - Proposed Reasonable Accommodation Policy - Redline Version

(Attachments on file with the Clerk of the Board)