

# COMMUNITY ACTION, INC.

## \*\*\*\*\* NOTICE TO CONSUMERS \*\*\*\*\* NON-DISCRIMINATION DELIVERY OF SERVICES POLICY

This is to reaffirm that all provisions of Community Action, Inc. services to consumers shall be made without regard to race, color, religious creed, disability, ancestry, national origin, age or sex.

Services shall be accessible to eligible disabled persons through the most practical and economically feasible methods available. These methods include, but are not limited to, equipment redesign, the provision of aids and the use of alternative service delivery locations. Structural modifications shall be considered only as a last resort among available methods.

Any applicant/consumer who believes he or she has been discriminated against may file a complaint of discrimination within Community Action, Inc. at the address and phone number below: The office is open to the public 8:30 a.m. to 4:30 p.m., Monday through Friday.

**Community Action, Inc.**  
**Robert A. Cardamone, Executive Director**  
**105 Grace Way, Punxsutawney, PA 15767-1209**  
**Telephone: 814-938-3302 or Toll Free: 800-648-3381**  
**Fax: 814-938-7596**

Consumers may also contact any of the following:

Pennsylvania Human Relations Commission (PHRC)  
301 Fifth Avenue  
Suite 390, Piatt Place  
Pittsburgh, PA 15222  
Telephone: (412) 565-5395  
TTD: (412) 565-5711  
(File within 180 days of incident(s))

Pennsylvania Department of Public Welfare  
Bureau of Equal Opportunity  
301 Fifth Avenue  
Suite 410, Piatt Place  
Pittsburgh, PA 15222  
Telephone: (412) 565-7607  
Fax: (412) 880-0207  
(File within 90 days of incident(s))

U.S. Department of Health & Human Services  
Office of Civil Rights, Region III  
Suite 372, Public Ledger Building  
150 South Independence Mall West  
Philadelphia, PA 19106-3499  
Telephone: (800) 368-1019  
TDD: (215) 861-4440  
Fax: (215) 861-4431  
(File within 180 days of incident(s))

U.S. Department of Agriculture  
Director, Office of Civil Rights  
Room 326-W, Whitten Building  
1400 Independence Avenue SW  
Washington, DC 20250-9410  
Telephone: (202) 720-5964  
TDD: (215) 861-4431  
(File within 180 days of incident – Food Stamp  
Recipients Only(s))

Meetings of the Community Action, Inc. Board of Directors are normally held in Brookville, PA at noon and open to the public. See Community Action, Inc.'s website ([www.jccap.org](http://www.jccap.org)) for specific board meeting dates. Notices of meetings are published in the major newspapers of Clarion and Jefferson Counties. Confirmation of meeting date, time and location may be obtained by calling Community Action, Inc. at (814) 938-3302. Individuals who desire to address the Board of Directors must provide one week advance notice to the Community Action, Inc. Board President, Richard G. Fetterman, 105 Grace Way, Punxsutawney, PA 15767.