



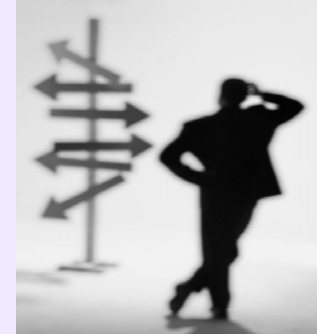
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The Landscape of Disability Compliance & Inclusion



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Agenda

- What's Been Happening-The MUST
- Outreach and Recruiting
- Accessibility and Accommodation
- Reporting
- Successful Steps

The background is a solid orange color with various geometric shapes and arrows. In the top left, there is a dark orange circle containing a white arrow pointing up. To its right is a white outline of a square with rounded corners. In the bottom left, there is a purple circle containing a white arrow pointing up. The rest of the background features faint, overlapping shapes like circles and triangles in different shades of orange.

What's Been Happening



Big Picture

- **OFCCP: Section 503**
 - July 2008 Directive: Online Application Selection System
 - Outreach - Includes Veterans with Disabilities
 - March 24, 2014 Hiring –IWD 7% and Veterans 7.2%
- **EEO-ADA AA: (Title 1)**
 - September 2008 / January 1, 2009
 - Definition expanded
- **DOJ: Section 508 Website Accessibility (Title III)**
 - CA: UNRUE Law
 - July 2010 – In Review
 - Websites to include all public sites (virtual doors)
 - Feb 23, 2014 Access boards sent revision for Section 508 to OMB
- **21st Century Telecom, Video Accessibility Act**
 - October 2010
 - All new technology to be accessibility (Smart Phone, Internet TV)





Who are Individuals with Disabilities?

- Me, you, family, friends
- Students, Veterans
- Customers
- Candidates
- Employees
- Co-workers
- 1-5 people have a disability



Individuals with Disabilities

- **Individuals with Disabilities (IWD)**
 - 54 million PWD in the US
 - **14.3% unemployment rate 9.0% for persons with no disability (Feb 2014) (W/O 6.8%)**
 - As the population ages, 40% of those over 65 will most likely have a disability
 - 1 in 5 people have a disability (2000 census)
- **Labor Force Participation- People with disabilities: 19.1% to People without disabilities: 68.5%**
- **Veterans**
 - 21.4 million
 - 3.2 million with disabilities (known)
 - **10.6% unemployment rate (August 2013)**
 - Almost all have received professional/technical training
- **Mature Workers**
 - 70 million over age 45 (2013)
 - 36 million over age 50 (2013)
 - 80% of the 77M baby boomers plan to continue working after retirement
 - Currently 8000-10,000 turning 65y/o per day



Check the Box to Walk the Talk



TAKING ACTION



Important Issues - Must

- Outreach/Recruiting
- Accommodations
- Accessibility
- Reporting

2013 report top issues under disability



Outreach and Recruiting





Key Components

- Find Champions
- Training
 - How to Interview:
 - Recruiters, Hiring Managers, support staff
 - Proactive Accommodations:
 - Testing: Accessible/alternate format, Assistive technology
 - 3rd party software accessible





Key Components

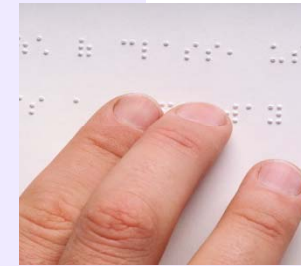
- Post jobs
 - State Workforce Centers
 - Disability Job Board
- Building relationships – local, state, national
 - Service Providers (JAN, OVR, DVR)
 - Advocacy Groups (Goodwill, Easter Seals, etc.)
 - Colleges & Universities (local and national)
- Open House, tour, special events, mentor
- Pilot a recruiting initiative





Marketing Material

- Business cards with Braille
- Recruitment materials-welcoming statements, employment ads
- Include welcoming and inclusive language in public presentations and program literature.
 - “We encourage people with disabilities to apply.”
 - “People with disabilities are valued members of our organization.”
 - “Sign language interpreters available upon request.”
 - “Our program materials are available in alternative formats (Braille, flash drive, CD/DVD, large print, etc.) upon request.”





OFCCP New Directive- July 10, 2008

- **Under Section 503, Online Application System**
 - On line application system (OTS) is **your primary method for accepting applications for employment the OTS needs to be accessible, you must ensure EEO.**
 - Or **providing reasonable accommodation**, when requested,
 - Effective immediately all compliance evaluations will include a review of the OTS.
 - The term “on line system” shall include all electronic or web based systems that are used in all personnel activities.

www.dol.gov/ofccp/regs/compliance/directives/dir281.htm



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Accommodation

AND

Accessibility



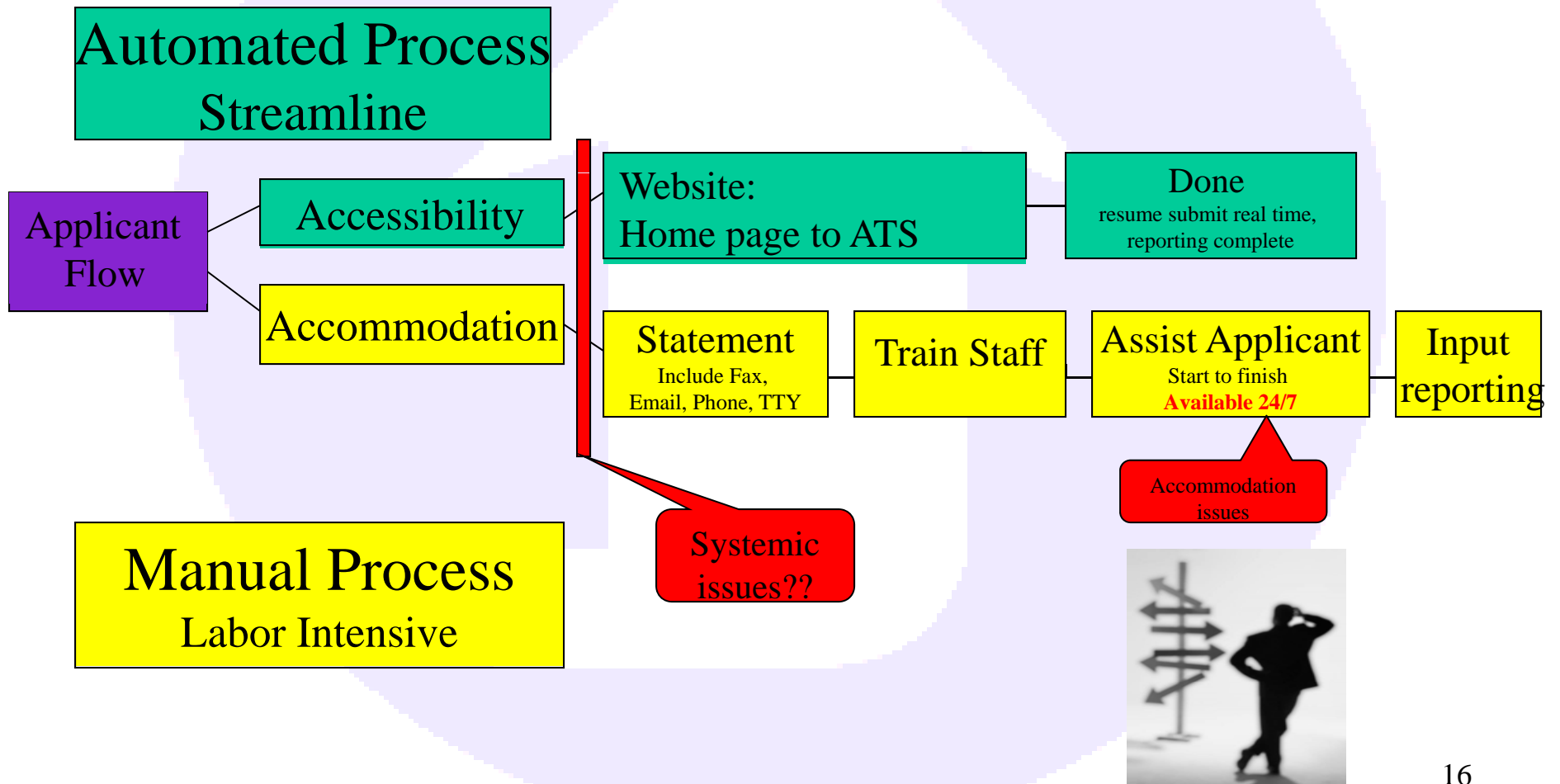


What is the Difference between ...

- **Accommodation:** INDIVIDUAL: adjustment; making or becoming suitable; adjusting to circumstances
- **Accessibility:** INCLUSION FOR ALL: a general term used to describe the degree to which a product, device, service, or environment is accessible by as many people as possible. Accessibility can be viewed as the "ability to access" and possible benefit of some system or entity.
- **Assistive technology:** TOOLS: a generic term that includes assistive, adaptive, and rehabilitative devices for people with disabilities and includes the process used in selecting, locating, and using them.



Recruiting: Section 503- Accessibility vs. Accommodation





Accommodation: Statements- Example : Home and Career page

Our company makes reasonable accommodations for individuals with disabilities who are otherwise qualified to perform a job unless such accommodations would impose an undue business hardship. Please let us know if you need an accommodation to participate in the application process. We can be reached at 555-555-5555 or email at accessibilitynow@XYZ.com or fax at 222-222-2222.

Alternative application methods are available for individuals who are unable to use or access our online application system. For assistance, please contact Corporate Diversity & Work Life at 555-555-5555 or email accommodations@XYZ.com.



Why is Web Accessibility & Automation Important to you?

- Universal Access/Equal Opportunity
- Expand your market share & reduce lost business
- Comply with Federal (soon) and International Accessibility Guidelines- virtual doors
- Reporting
- Expand your reach of qualified talent
- 3rd party accountability
- Avoid the risk of costly litigation – OFCCP/EEO
- Repeatable & sustainable solution
- Reduce labor cost
- Reduce accommodation calls





Accommodation-Manual Process

- Do you have a statement with email, fax, call in number?
- Questions to ask yourself...
 - Do you have a process?
 - How do those resumes flow? Real time?
 - Is it available 24/7?
 - Do you know assistive technology software/products?
 - Have you and your recruiters, hiring managers and employees been trained?
 - What are your labor costs?





Assistive Technology- Examples

- **Screen Readers**
 - JAWS (Job Access with Speech)
 - Window Eyes
- **Magnification Software**
 - MAGic (with speech)
 - Zoom Text (with speech)
 - Big Shot
- **Voice Activation Software**
 - Dragon Dictate
 - Via Voice





EEO Settlements- Accommodation

- Candidate:
 - Jan 2014: \$215,000
 - Oct. 2013: \$130,000 \
 - Sept. 2013: \$57,500
 - Feb. 2013: \$65,000
 - June 2012: \$95,000
 - Feb. 2012: \$35,000
- Employees:
 - Jan. 2013: \$2M
 - July 2011: \$20M
 - Jan. 2011: \$3.2M
 - Jan. 2010: \$6.2M
 - June 2008: \$250,000



Accommodation Process: Do you have a...

Reactive: A specific person

- Individual Accommodations
- Decentralized

Proactive: Environment

- Accessibility: IT environment including Applications (code development), hardware, web design and procurement
- Centralized



Accommodation Process:

Do you have a...

- **Interactive Process**

- **Step 1:** Analyze the particular job involved to determine purpose & essential functions.
- **Step 2:** Ask the individual with the disability to identify what barriers exist.
- **Step 3:** In working with the individual with a disability, you should identify a range of possible accommodations that have the potential to remove the barriers.
- **Step 4:** Having identified various possible accommodations, the employer should assess the effectiveness of each accommodation and the preference of the individual to be accommodated and then determine whether the various accommodations would pose an **undue hardship upon the employer.**

Successful Steps





Accessibility & Accommodations

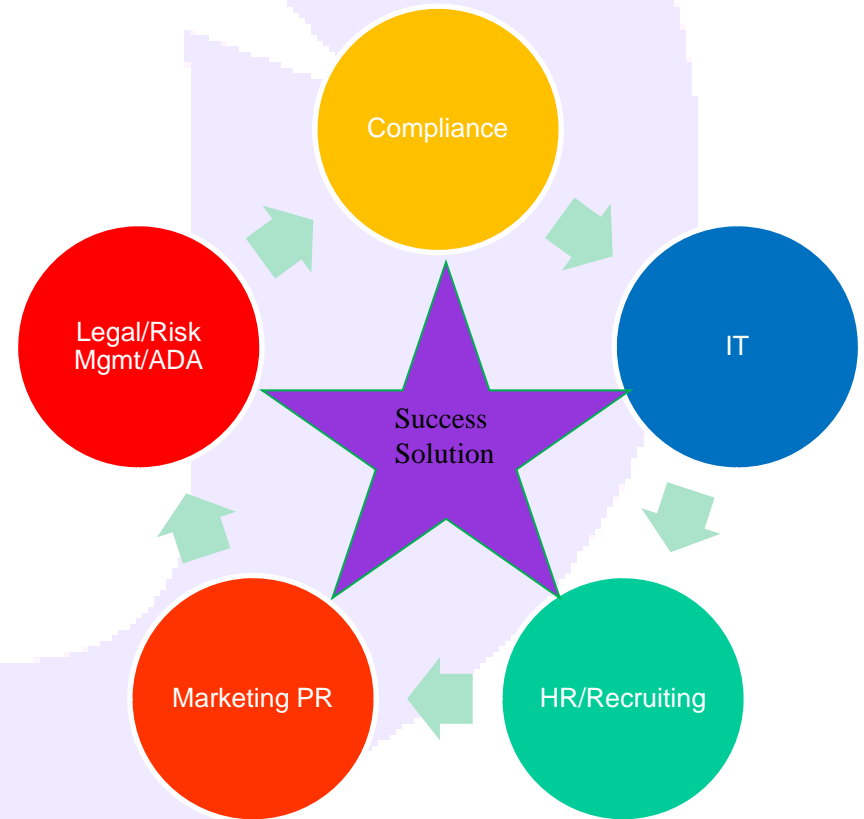
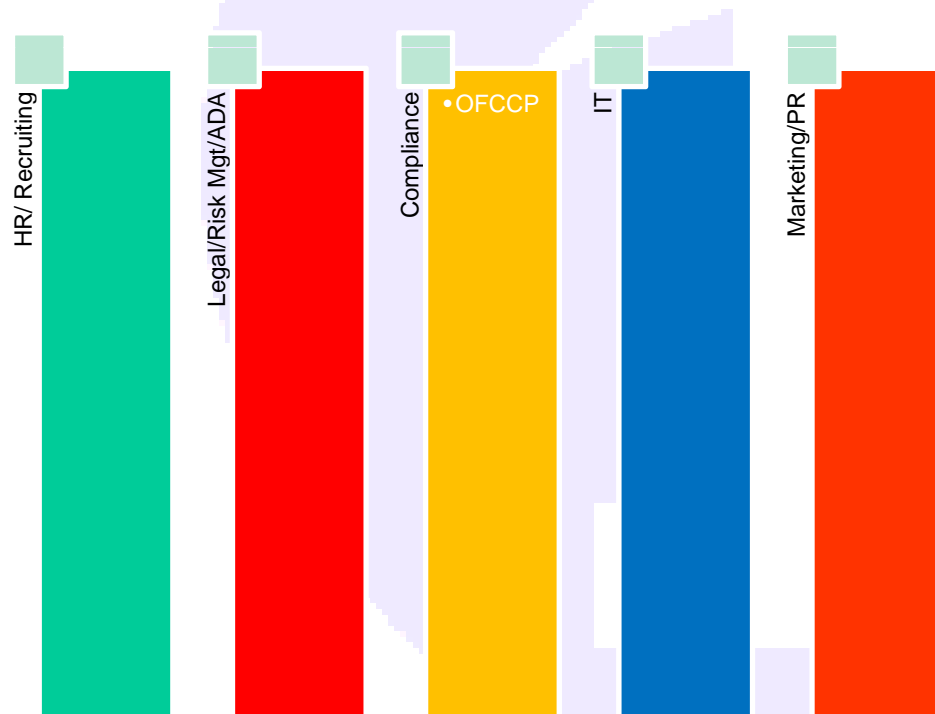
- **Who:**
 - Applicants
 - Customers/Consumers
 - Employees
- **Departments within Business:**
 - IT
 - HR/Recruiting/Compliance/Diversity/Risk Mgmt
 - Sales
 - Marketing
 - Procurement
- ***Process: Interactive***
 - *Proactive*
 - *Reactive*
 - *Outsource*



Business Environment

Then - Silos

Now - Team





Questions to ask Yourself?

- Is our OTS accessible? (Home page to submit)
- Do we have a proactive accommodation process?
- What are we doing in outreach/recruiting?
- Have we trained your recruiters? hiring managers?
- Do we actively recruit and hire?
- Is this a local or national recruiting strategy?
- Do you have an Disability ERG?
- Are we documenting and reporting this information?
- Do you do testing? Is it accessible?
- What is in your AAP? Have we implement this plan well?
- What are our gaps?
- Can we outsource areas where we have gaps?



Summary

Pre Audit

- Assessment of your site
 - Find out if you are accessible
 - OTS – Home to submit
 - Entire website
- Automated Repeatable Process (accessibility) sustainable
- Outsource vs. In-source
 - License Software for Accessibility Standards
 - Web Accessibility training, software to monitor
 - Gov't compliance
 - 3rd party accountability
 - Reporting
 - Access to all



Recruiting

- Outreach/recruiting
 - **Train your recruiters and hiring managers**
- Build relationships
 - Local
 - NFP
 - Workforce centers
 - Vocational Rehabilitation
 - Veterans Administration
 - Job Fairs
 - National
 - Website specific
 - National Organizations
 - Colleges: disabled student services
 - Outsource
 - Host events



Thank YOU

Contact

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**Business Solutions for Integrating and Employing
People and Veteran with Disabilities.**



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E-Learning Tool Kit Series

HirePotential Applicant Tracking - Windows Internet Explorer

http://www.digital-latitudes.com/courses/HirePotential%20Applicant%20Tracking/player.html


File Edit View Favorites Tools Help

Google Search Share Sidewiki Bookmarks Check Translate AutoFill Sign In

Favorites Suggested S... Directory of Vet... Free Hotmail HPI - Website INFORMATION... MilitaryShopper... My NetZero NetZero E-mail ... Other Disability ...

HirePotential Applicant Tracking Page Safety Tools

HirePotential Applicant Tracking (00:18 / 07:57) ATTACHMENTS



The leader in integrating and employing the Untapped Workforce


Outline Thumbnails Notes Search

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- 2. Disclaimer
- 3. A Word From HirePotential
- 4. Did You Know?
- 5. Why This Course?
- 6. What You'll Learn
- 7. Why Should You Care?
- 8. OFCCP: A Historical Perspective
- 9. OFCCP Laws and Directives: What Are The...
- 10. The Question
- 11. The Answer
- 12. What the OFCCP Says
- 13. More: What the OFCCP Says
- 14. Getting From Here To There
- 15. Questions To Ask
- 16. Future E-Learning Modules
- 17. Next Steps

OFCCP - Section 503 Directive: Applicant Tracking System - Accessibility OR Accommodation

What You Need To Know

Accommodating the **Changing Face** of Today's Workforce.



articulate POWERED PRESENTATION

SLIDE 1 OF 17 CLICK NEXT TO ADVANCE 00:18 / 00:18

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