

Wiregrass Transit Authority

TITLE VI PROGRAM

September 22, 2022

**462 North Oates Street, 4th Floor
Dothan, Alabama 36302
(334) 794-4093**

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I. Policy Statement

The Wiregrass Transit Authority ensures compliance with Title VI of the Civil Rights Act of 1964, 49 CFR, Part 21, and related statutes and regulations to the end that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d) including the denial of meaning access for Limited English Proficient (LEP) persons.

The purpose of this plan is to assist the Wiregrass Transit Authority in its administration and management of activities related to Title VI. The Wiregrass Transit Authority's Title VI Coordinator is Tiffany Brown, Human Resources Director, who can be contacted at (334)794-4093 and/or tbrown@searpcdc.org.

II. Notice to the Public

The Wiregrass Transit Authority has developed a Title VI Notice to provide information to the public regarding the Wiregrass Transit Authority's Title VI obligations and to inform the public of the protections against discrimination afforded to them by Title VI. The notice also includes contact information to file a discrimination complaint with the Wiregrass Transit Authority as well as information to file a complaint directly with the Federal Transit Administration (FTA).

The Wiregrass Transit Authority has posted the Title VI Notice on the agency's website and in public areas of the agency's office(s) including the receptionist area and meeting rooms. The notice is also posted in all transit vehicles and at all transit stations and/or stops. This notice will be translated into other languages as needed. A copy of the notice is included as Appendix A.

III. Complaint Procedures and Form

A Title VI complaint may be filed by any individual or individuals who allege that they have been subjected to discrimination or adverse impact under any FTA funded program or activity based on race, color, or national origin. The Wiregrass Transit Authority adopted Title VI complaint procedures to investigate and track complaints. A formal, signed, written Title VI complaint form must be filed within 180 days of the date of the alleged act of discrimination. A copy of the complaint form is included in Appendix B. The complaint procedures and complaint form are also posted on the Wiregrass Transit Authority's website. Completed complaint forms should be submitted to:

Ms. Tiffany Brown
Title VI Coordinator, Wiregrass Transit Authority
P.O. Box 1406 Dothan, Alabama 36302
VOICE: (334) 794-4093
FAX: (334) 794-3288
E-MAIL: tbrown@searfdc.org

Once the complaint is received, the Wiregrass Transit Authority will review it to determine who has jurisdiction. The complainant will receive an acknowledgement letter informing them whether the complaint will be investigated by the Wiregrass Transit Authority's office. The Wiregrass Transit Authority will only process complaint forms that are complete and signed.

In a situation where the complainant is unable or incapable of providing a written complaint, a verbal complaint of discrimination may be made to the Wiregrass Transit Authority. Under these circumstances, the complainant will be interviewed and the Wiregrass Transit Authority will assist the complainant in converting the verbal allegations to a formal written complaint.

The Wiregrass Transit Authority has 15 business days to investigate the complaint. If more information is needed to resolve the case, the Wiregrass Transit Authority may contact the complainant. The complainant has 15 business days from the date of this letter to send requested information to the investigator assigned to the case. If the investigator does not receive the additional information from the complainant within 15 business days, the Wiregrass Transit Authority can administratively close the case. A case can also be administratively closed if the complainant no longer wishes to pursue the case.

After the investigator reviews the complaint, they will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. A LOF summarizes the allegations and the interviews regarding the alleged incident and explains whether any disciplinary action, additional training of the accused staff member or other action will occur. If the complainant wishes to appeal the decision, they have 15 days after the date of the closure letter or the LOF to submit an appeal letter to the Wiregrass Transit Authority.

If the complainant is not satisfied with actions taken locally or if they demand further action, the complaint will be referred to:

Local Transportation Bureau, Transit Section
Alabama Department of Transportation
1409 Coliseum Blvd
Montgomery, AL 36110

A person may also file a complaint directly with the Federal Transit Administration:

FTA Office of Civil Rights
Attn: Complaint Team
East Building, 5th Floor – TCR
1200 New Jersey Avenue, SE
Washington, DC 20590

IV. Transit-Related Investigations, Complaints, and Lawsuits

The Wiregrass Transit Authority shall maintain a log of Title VI complaints received. The log shall include the date the complaint was filed, a summary of the allegations, the status of the complaint, and actions taken in response to the complaint. Active Title VI transit-related investigations and lawsuits shall also be included in this log. This log shall be included in the Title VI Program that is submitted to ALDOT every three years.

No Title VI transit-related investigations, complaints, or lawsuits have occurred since the previous submission of the Title VI Program to ALDOT. A template of the Log of Transit-Related Title VI Transit Investigations, Complaints, and Lawsuits that will be used if a complaint or lawsuit is filed can be found in Appendix C.

V. Public Outreach Policy

Introduction:

The conduct of public hearings and public outreach is an essential element in the process of involving the public in the oversight of public transportation within the city and county. Simple, straightforward procedures are necessary to guarantee the public access to the management of the Transit System and to provide a process to address their concerns.

Purpose:

To provide clear guidelines to the staff and management of the transit system for the planning, implementation and conduct of public hearings and public outreach.

Conditions:

There is one significant and required consideration/condition for conducting a public hearing: Grant application involving federal funding

Procedures:

The following procedures will be followed to announce, set up and run a public hearing:

Notification will be made once and at least two weeks prior to the public hearing or for that interval and period of time specified in the instructions for a specific grant application. Notification will be made through the Dothan Eagle.

Notifications of the public meeting will also be posted in reception areas of both Wiregrass Transit Authority and SEARP&DC as well as on both organizations' public bulletin board.

The Title VI Coordinator, Wiregrass Transit Authority will receive, process and respond to any written responses to the public hearing notice.

The Hearing will normally be held in the Wiregrass Transit Authority Conference Room in the Dixie Depot at 201 Depot Street, Dothan, AL.

Title VI Coordinator and/or Transportation Director, Wiregrass Transit Authority will be responsible for providing all administrative support (interpreter, transcript, etc.).

In addition to the procedures listed above, this agency will also utilize the public hearing and public outreach mechanisms and efforts of the Southeast Wiregrass MPO. We will also make every effort to utilize and exploit the outreach potential of the Southeast Alabama Rural Planning Organization (RPO).

Our parent agency conducts numerous public hearings and public outreach efforts through myriad programs and grants that they manage. Any data, information, requests or concerns from the LEP population or transportation disadvantaged population that relate to transit and that surface through these various venues will also be evaluated and addressed.

This agency is also deeply committed to and involved in the Human Services Coordinated Transportation Plan development and planning cycle. This process has a fairly sophisticated and dynamic public outreach and public information component. We will fully utilize this mechanism as well to garner comments from our LEP population. Input gathered from these various sources will also be evaluated and addressed.

Consideration:

Title VI Coordinator and Transportation Director, Wiregrass Transit Authority will review all comments received from the public forum and from any other source. They will synopsize these comments and forward them, with recommendation(s) to the Executive Director, SEARP&DC; Chairman, Houston County Commission; and Mayor, City of Dothan. While every effort will be made to address and accommodate concerns raised by the public, the Transportation Director, Wiregrass Transit Authority is not compelled to implement any of the recommendations made through the public hearing process.

Conclusion:

These guidelines are intended to supplement specific regulatory guidance that exists for each of the various programs. In the event of a conflict, existing regulatory guidance will always take precedence.

VI. Limited English Proficiency Plan

Language Assistance Plan for Wiregrass Transit Authority
Date Adopted: December 13, 2021

Purpose

The purpose of this Language Assistance Implementation Plan (hereinafter "plan") is to meet Federal Transit Administration's (FTA's) requirements to comply with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin. As a subrecipient of FTA funds, this transit system is pledged to take reasonable steps to provide meaningful access to its transit services for persons who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English. The FTA refers to these persons as Limited English Proficient (LEP) persons.

The U.S. DOT's FTA Office of Civil Rights' publication *"Implementing the Department of Transportation's Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient Persons -A Handbook for Public Transportation Providers"* was used in the preparation of this plan.

Contents

This plan contains:

- A. Needs assessment based on the four-factor analysis
- B. Language assistance measures
- C. A staff training plan
- D. Methods for notifying LEP persons about available language assistance
- E. Methods for monitoring, evaluating and updating plan

A. LEP Needs Assessment- the Four-Factor Analysis

Factor 1. The number or proportion of LEP persons in our service area who may be served or are likely to encounter a transit program, activity, or service.

We assessed the following information (as checked) about LEP persons to determine the number or proportion of LEP persons who might use or want to use our transit services:

- ☒ Chart showing transit service area 2020 Census Data (Appendix D)
- ☒ 2020 US Census American Community Survey 5-Year Estimates data

- The total number of LEP persons in our service area is. 2717
- The total eligible population in our service area is 209,098.
- The proportion of LEP persons to the total eligible service population is 1.3%.

 Survey results

 X Reports from drivers, dispatchers, others about contact with

LEP persons Local school district data

 Human Services Dept. data

 Information from local organizations (religious, legal, social service, etc.) about LEP persons in our service area

 X Other information. Describe: Interaction with dispatching staff

Factor 2. The frequency with which LEP persons come in contact with our transit programs, activities, or services.

We currently have limited interaction with LEP persons in our service area that need, may need or have requested language assistance in relation to our transit services. All anecdotal evidence suggests that the need is somewhere between slight and nonexistent. We will make efforts in the future to refine this assessment.

Factor 3. The nature and importance of programs, activities, or services provided to the LEP population.

Our agency considers transit to be an important and essential part of the transportation infrastructure of our region for those citizens living within our service area. Wiregrass Transit Authority is the public transportation provider for the City of Dothan and Houston County and provides services to all citizens within the service area. We operate (at peak service) approximately 15 buses, all of which are wheelchair accessible. We operate from 6 AM to 5:30 PM Monday through Friday. We do not operate at nights or on weekends.

Factor 4. The resources available to our transit system and the overall cost to provide language assistance.

This agency currently has no budget line or dedicated funding to support a language assistance plan. Translation/interpreter services will be provided as requested. All other elements of this plan are assumed as part of our operating and administrative overhead. Should demand for the services defined within this plan increase over time, we will develop a mechanism to further coordinate with the LEP of our local MPO.

B. Language Assistance Measures

Language measures currently used and planned to be used by our transit system to address the needs of LEP persons include the following:

- ☒ Translating key documents in the following language(s): Spanish
(these key documents are currently defined as the "Title VI complaint form" and this agency's Title VI "Notice to the Public")
- ☒ Arranging for availability of oral translators, when needed
- ☐ Communicating with LEP persons' groups about transit services
- ☐ Posting notices in appropriate languages informing LEP persons of available services

C. Staff Training

To ensure effective implementation of this plan, the transit system will facilitate training during orientations for new staff and all relevant employees:

- the transit system's Language Assistance Implementation Plan
- demographic data about local LEP population
- printed LEP persons' materials (where applicable)
- how to handle verbal requests for transit service in a foreign language
- responsibility to notify Title VI Coordinator and Transportation Director about any LEP persons' unmet needs.

D. Notice to LEP Persons about Available Language Assistance

Our transit system plans to notify LEP persons in their own language about the language assistance available to them without cost by using the following methods:

- ☐ signs on buses
- ☐ brochures
- ☐ posters
- ☐ sending information to local organizations that work with LEP persons
- ☐ telephone messages
- ☐ local ads (newspaper, radio, TV)
- ☒ website notices
- ☐ information tables at local events, grocery stores, pharmacies, and churches
- ☒ Other, describe: One on one interaction telephonically with individuals requiring assistance as identified when they make contact with this agency.

E. Monitoring, Evaluating and Updating Plan

The transit system will review this plan during its annual review with its ALDOT Transit staff by:

- assessing its effectiveness (e.g., comparing numbers of LEP persons served by year, number of requests for language assistance received during the year),
- assessing the sufficiency of staff training and budget for language assistance,
- reviewing current sources for assistance to ensure continuing availability, and
- reviewing any complaints from LEP persons or about their needs that were received during the past year.

This plan will be reviewed annually. Revisions of this plan will be approved or adopted by the SEARP&DC Board of Directors and dated accordingly.

F. Dissemination of Plan

This Language Assistance Plan is available on our website at <http://www.wiregrasstransit.org>

This plan is also available at no cost in English upon request by telephone, fax, and mail or in person. If requested to be provided in another language and it is feasible to have it translated, it shall be provided at no cost to the requester.

G. Contact Information

Questions or comments about this plan may be submitted to:

Ms. Tiffany Brown
Title VI Coordinator, Wiregrass Transit Authority
P.O. Box 1406 Dothan, Alabama 36302
VOICE: (334) 794-4093
FAX: (334) 794-3288
E-MAIL: tbrown@searpdc.org

Safe Harbor Provision

In accordance with the Safe Harbor Provision, the Wiregrass Transit Authority identified the following language group which exceed the threshold of 1,000 persons or 5%, whichever is less, of the total population eligible to be served by the program: Spanish. This language group was identified by using a copy of the current census data for the Wiregrass Transit Authority's service area.

The Wiregrass Transit Authority focuses translation efforts in Spanish, which is the largest language group other than English. Vital documents such as public notices, complaint forms, and complaint procedures are available in Spanish. The Wiregrass Transit Authority also provides free translation services upon request.

VII. Minority Representation on Planning and Advisory Bodies

The Wiregrass Transit Authority will not deny a person the opportunity to participate as a member of a planning, advisory, or similar body which is an integral part of the program on the grounds of race, color, or national origin.

The Wiregrass Transit Authority does not have transit-related non-elected planning boards, advisory councils, or committees that are selected by the Wiregrass Transit Authority.

If the Wiregrass Transit Authority establishes advisory bodies, a table will be used to depict the racial breakdown of the membership and will be included in future Title VI programs. A sample table is included in Appendix E. Additionally, a description of efforts made to encourage the participation of minorities on such committees will be included.

VIII. Guidance on Determining Site or Location of Facilities

When acquiring land and/or constructing facilities, the Wiregrass Transit Authority shall not make selections with the purpose or effect of excluding persons from, denying them the benefits of, or subjecting them to discrimination under any Federally funded transit program based on the grounds of race, color, or national origin. The Wiregrass Transit Authority shall comply with all Federal requirements including 49 CFR Part 21 and FTA Circular 4702.1B and subsequent provisions.

The Wiregrass Transit Authority will complete a Title VI equity analysis during the planning stage of any new facility related to the potential site location to ensure the location is selected without regard to race, color, or national origin. Wherever necessary and/or required, the Wiregrass Transit Authority will engage in outreach to persons potentially impacted by the placement of facilities. A Title VI equity analysis will be completed before the site selection to compare the equity impacts of various alternatives. A copy of the Title VI Construction Project Analysis form that will be used to perform the equity analysis can be found in Appendix F.

IX. Additional Title VI Information

Additional Title VI information is included in Appendix G.

X.Board Meeting Resolution of Approved Title VI Program

The Wiregrass Transit Authority Board of Directors approved the Title VI Program on September 8, 2022. A copy of the **AUTHORIZING RESOLUTION** is included as Appendix H.

Appendix A

Title VI Notice to the Public

(This notice shall be posted on the agency's website and in all transit vehicles, stations, stops, receptionist areas, and/or meeting rooms.)

TITLE VI NOTICE OF PROTECTION AGAINST DISCRIMINATION

Wiregrass Transit Authority operates its programs without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the Wiregrass Transit Authority.

For more information on the civil rights program and the procedures to file a complaint, contact:

**Wiregrass Transit Authority
462 North Oates Street, 4th Floor
Dothan, AL 36302
(334)794-4093
www.searpcdc.org**

**A complaint may be filed directly with the
Federal Transit Administration by contacting:**

**Office of Civil Rights
Attention: Complaint Team
East Building, 5th Floor – TCR
1200 New Jersey Avenue, SE
Washington, DC 20590
FTACivilRightsCommunications@dot.gov**

Title VI Notice to the Public in Spanish

(This notice shall be posted on the agency's website and in all transit vehicles, stations, stops, receptionist areas, and/or meeting rooms if provider meets the Safe Harbor Threshold and Spanish is a language spoken by LEP populations that meet the threshold.)

TÍTULO VI AVISO DE PROTECCIÓN CONTRA LA DISCRIMINACIÓN

Wiregrass Transit Authority opera sus programas sin distinción de raza, color y origen nacional de acuerdo con el Título VI de la Ley de Derechos Civiles. Cualquier persona que crea que ha sido agraviada por cualquier acto ilícito práctica discriminatoria bajo el Título VI puede presentar una queja ante la Wiregrass Transit Authority.

Para obtener más información sobre el programa de derechos civiles y los procedimientos para presentar una queja, comuníquese con:

**Wiregrass Transit Authority
462 North Oates Street, 4th Floor
Dothan, AL 36302
(334)794-4093
www.searpc.org**

**Se puede presentar una denuncia directamente ante el
Administración Federal de Tránsito poniéndose en contacto con:**

**Office of Civil Rights
Attention: Complaint Team
East Building, 5th Floor – TCR
1200 New Jersey Avenue, SE
Washington, DC 20590
FTACivilRightsCommunications@dot.gov**

Appendix B

Title VI Complaint Form

[illegible]

Section IV

Have you previously filed a Title VI complaint with this agency?

☐ Yes

☐ No

Section V

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?

☐ Yes

☐ No

If yes, check and specify all that apply:

☐ Federal Agency: _____

☐ Federal Court: _____

☐ State Agency: _____

☐ State Court: _____

☐ Local Agency: _____

Please provide information about a contact person at the agency/court where the complaint was filed.

Name: _____

Title: _____

Agency: _____

Address: _____

Phone: _____

E-mail: _____

Section VI

Name of agency complaint is against: _____

Contact person: _____

Title: _____

Phone: _____

E-mail: _____

Attach any written materials or other information that you think is relevant to your complaint.

Signature and date required below:

Signature

Date

Please submit this form in person, by mail, or via e-mail using the contact information below:

Tiffany Brown
Wiregrass Transit Authority
462 North Oates Street, 4th Floor
Dothan, AL 36302
tbrown@searpdc.org

If provider meets the Safe Harbor Threshold, then this form must be provided in English and any other language(s) spoken by LEP populations that meet the Safe Harbor Threshold.

Appendix C

Log of Transit-Related Title VI Investigations, Complaints, and Lawsuits

	Date (MM/DD/YYYY)	Summary of Allegations (Include basis of complaint: race, color, or national origin)	Status: Pending or Closed	Action(s) Taken
Investigations				
1.				
2.				
Complaints				
1.				
2.				
Lawsuits				
1.				
2.				

Appendix D

Service Area Census Data

SEARPDC						
Service Area	<u>Dothan</u>	<u>Dale</u>	<u>Houston</u>	<u>Total</u>	<u>5% of Total Pop.</u>	
Population 5 Years & Over	64252	46033	98813	209098	10455	Use 1000
# Speak English Less Than Very Well	747	1013	957	2717		
% Speak English Less Than Very Well	1.2	2.2	1	1.3		
# Speak Spanish & Speak English Less Than Very Well	384	682	544	1610		
# Speak Indo-European Languages & Speak English Less Than Very Well	114	122	145	381		
# Speak Asian & Pacific Island Languages & Speak English Less Than Very Well	235	209	251	695		
# Speak Other Languages & Speak English Less Than Very Well	14	0	17	31		

Appendix E

Table Depicting Minority Representation on Planning and Advisory Bodies

	Number of People Represented on the Committee					
	Caucasian	Hispanic or Latino	African American	Asian American	Native American	Other: <hr/>
Population						
<Name of Committee>						
<Name of Committee>						
<Name of Committee>						

Appendix F

Title VI Construction Project Analysis

Name of Agency: _____

Contact Person: _____ Title: _____

Mailing Address: _____

City/State/ZIP: _____

Phone: _____ E-mail: _____

1. Describe the low-income and/or minority populations and minority-owned businesses within the area affected by the construction project and the method used to identify these populations and businesses.

2. Describe the adverse effects the project would have on the groups identified above both during and after construction.

3. Provide a detailed list of all minority-owned businesses and households that will be affected by the construction project.

4. Describe the potential negative environmental impact, such as noise, air, and water pollution.

5. Describe the relocation program and/or other measures that will be used to mitigate any identified adverse social, economic, or environmental effects of the proposed construction project.

6. For each of the identified low-income and/or minority communities and minority-owned businesses, describe the potential positive effects, such as an improvement in transit service, mobility, or accessibility.

7. Describe all mitigation and environment enhancement actions incorporated into the project to address the adverse effects, including any special features of the relocation program that go beyond the

requirements of the Uniform Relocation Act and address adverse community effects, such as separation or cohesion issues, and replacement of community resources destroyed by the project.

8. Describe the remaining effects, if any, and why further mitigation is not proposed.

9. Provide a comparison of mitigation and environmental enhancement actions that affect predominantly low-income and minority areas with mitigation and environmental enhancement actions implemented in predominantly non-low-income and non-minority areas if the project traverses these different areas. If there is no basis for such a comparison, describe why that is so.

Appendix G

Additional Title VI Information

All ALDOT subrecipients must address each of the following:

1. Describe pending applications for financial assistance currently provided by other Federal agencies to the applicant. NONE
2. Summarize civil rights compliance reviews conducted by other local, state, or Federal agencies during the last three years. (Include the reason for review, name of the agency that performed the review, and findings or recommendations.) NONE

3. Is your agency considered a minority organization: ☐ Yes ☒ No

If yes, check the category(ies) that apply.

- | | |
|--|---|
| <input type="checkbox"/> Black American | <input type="checkbox"/> Sub-Continent Asian-American |
| <input type="checkbox"/> Hispanic American | <input type="checkbox"/> Asian-Pacific American |
| <input type="checkbox"/> Native American | <input type="checkbox"/> Other |

4. Does your agency provide transportation services to minority communities?

☒ Yes ☐ No

If yes, check the category(ies) that apply.

- | | |
|---|---|
| <input checked="" type="checkbox"/> Black American | <input type="checkbox"/> Sub-Continent Asian-American |
| <input checked="" type="checkbox"/> Hispanic American | <input type="checkbox"/> Asian-Pacific American |
| <input type="checkbox"/> Native American | <input type="checkbox"/> Other |

5. Did your Title VI Coordinator/EEO Officer change during the reporting period or since your last Title VI Plan was approved? If yes, please provide the name and contact information for the new Title VI Coordinator/EEO Officer. NO

6. Did your organization's projects and/or services that have Title VI, Limited English Proficiency, or Environmental Justice impacts change?

☐ Yes ☒ No

If yes, please complete the following items:

- a. Provide a brief description of these projects/service changes.
- b. What did you do to ensure that populations affected by the project and/or service change had meaningful access to and involvement in the development process?
- c. What percentage of LEP populations and/or populations impacted by environmental injustice were affected by the project and/or service change?

Resolution # 442

WIREGRASS TRANSIT AUTHORITY TITLE VI PROGRAM PLAN

WHEREAS, the Southeast Alabama Regional Planning and Development Commission (dba Wiregrass Transit Authority) has been, currently is and will continue to be a future recipient of Federal financial assistance; and

WHEREAS, the Southeast Alabama Regional Planning and Development Commission is a recipient of Federal financial assistance from the Alabama Department of Transportation in support of transit services which imposes certain obligations upon the recipient, including complying with the Title VI Federal requirements; and

WHEREAS, Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving Federal financial assistance; and

WHEREAS, the Southeast Alabama Regional Planning and Development Commission commits to assure that no person shall, on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (PL 100.259), be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination under any program or activity regardless of the funding source;

NOW, THEREFORE, be it resolved by the Board of Directors of the Southeast Alabama Regional Planning and Development Commission as follows:

The Board of Directors of the Southeast Alabama Regional Planning and Development Commission approves the proposed Title VI Program in order to comply with the Title VI Federal requirements.

The Executive Director or designee, in his/her capacity, will serve as the Title VI Coordinator and is authorized to revise and update the Title VI Program as necessary.

Adopted this 22nd day of September 2022.



Chairperson



Executive Assistant

Attest:

