



August 16, 2018

To: Legislative and Communications Committee

From: Darrell E. Johnson, Chief Executive Officer

A handwritten signature in blue ink, appearing to read "Darrell Johnson", is written over the "From:" line.

Subject: 2018 Title VI Plan Triennial Report

Overview

In accordance with the Federal Transit Administration's Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," all recipients of federal financial assistance are required to submit a board of directors or governing entity reviewed and approved Title VI Plan report to the Federal Transit Administration's Regional Office of Civil Rights once every three years.

Recommendations

- A. Review, approve, and direct staff to submit the 2018 Title VI Plan Triennial Report to the Federal Transit Administration's Regional Office of Civil Rights on or before October 1, 2018.
- B. Review and approve the results of the Service Standards and Policies monitoring in Section 5 of the 2018 Title VI Plan Triennial Report.

Background

Effective October 1, 2012, Circular 4702.1B provides recipients of Federal Transit Administration (FTA) financial assistance with guidance and instructions necessary to carry out the United States Department of Transportation (DOT) Title VI regulations (49 CFR part 21) and to integrate anti-discrimination practices into its transit-related programs, services, and activities. Circular 4702.1B instructs FTA financial recipients who operate over 50 fixed-route transit vehicles in peak service and are located in an Urbanized Area of 200,000 or more in population to submit a five section Title VI Plan Triennial Report once every three years.

Discussion

Section one of the 2018 Title VI Plan Triennial Report summarizes compliance with the Chapter III “General Requirements and Guidelines” of Circular 4702.1B to ensure all programs, policies, and activities comply with DOT Title VI regulations. The Title VI Plan Triennial Report must include a copy of the Orange County Transportation Authority (OCTA) notice of Title VI protection and methods for filing a complaint of discrimination, a list of Title VI complaints and investigations, a plan to engage public involvement, a limited English proficiency plan, a demographic table of non-elected advisory councils or committee membership by ethnicity, and a narrative description of the efforts made to ensure Title VI compliance for all sub-recipients.

Sections two through five summarize the instructions in Chapter IV “Requirement and Guidelines for Fixed Route Transit Providers” of Circular 4702.1B. Section two summarizes OCTA’s System-Wide Services Standards and Policies. Section three is a series of collected demographic data and service profile maps. Section four summarizes the results of the service monitoring program relative to OCTA’s system-wide service standards and policies. Section four must include documentation confirming the OCTA Board of Directors (Board) was informed of the results of the service monitoring program prior to submission of the plan document. Section five is a summary of the public engagement efforts, methodology, and results of any service and fare changes during the three-year reporting cycle.

Lastly, Circular 4702.1B guidance requires documentation that the OCTA Board has reviewed and approved the 2018 Title VI Plan Triennial Report prior to the submission to the FTA’s Regional Office of Civil Rights. OCTA is required to submit a copy of a Board resolution, meeting minutes, or similar documentation within the 2018 Title VI Plan Triennial Report as evidence the Board reviewed and approved the 2018 Title VI Plan Triennial Report.

Failure to submit the 2018 Title VI Plan Triennial Report by the October 1, 2018 published due date could result in the loss or reduction in federal financial assistance or a delay in the approval of existing funding.

Summary

The final 2018 Title VI Plan Triennial Report has been prepared and is being submitted for review. The final plan document incorporates all of the guidance requirements from FTA Circular 4702.1B to summarize OCTA’s Title VI anti-discrimination practices for transit-related programs, services, and activities for the last three years. With the review and approval from the Board, staff will

submit the final 2018 Title VI Plan Triennial Report to the FTA Regional Office on or before October 1, 2018. Failure to submit the 2018 Title VI Plan Triennial Report by the October 1, 2018 published due date could result in the loss or reduction in federal financial assistance, or a delay in the approval of existing funding.

Attachment

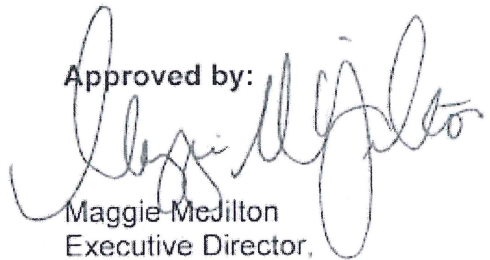
A. 2018 Title VI Plan Triennial Report

Prepared by:



Dixie L. Cochran
Title VI Civil Rights Administrator
714-560-5630

Approved by:



Maggie Medilton
Executive Director,
Human Resources & Organizational
Development Division
714-560-5824