

Title VI E-Report



TDOT Civil Rights Office Title VI Program

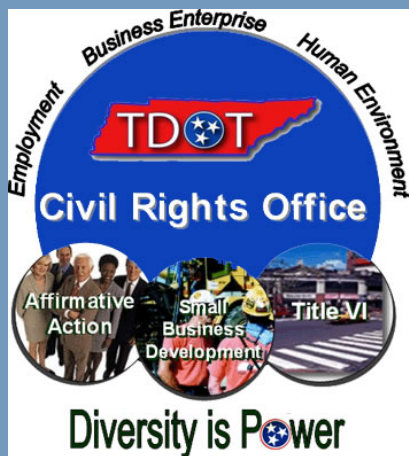
November 2011

INSIDE THIS ISSUE:

Memphis Airport Authority received Title VI Training	2
Rover Public Transit Annual Title VI Training	2
Title VI Liaison's Training	3
Contact Information	4

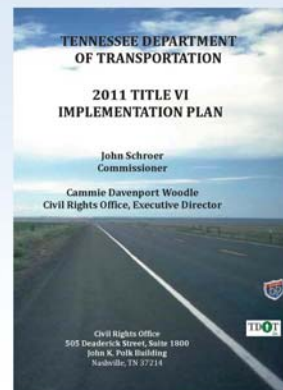
Title VI Program Mission Statement

To plan, implement and provide guidance to prevent discrimination in federal aid programs and activities.



2011 Title VI Program Implementation Plan Approved by Federal Highway Administration

The Civil Rights Office (CRO) Title VI Program Staff is required to report, annually, on its Title VI activities to the Federal Highway Administration (FHWA). The CRO is only required to submit annual updates (which delineate program changes and highlights, reviews, accomplishments, outreach efforts, and Title VI complaints and resolutions), however, a quinquennial report was developed for the 2011 reporting period.



The quinquennial report provides the CRO an opportunity to highlight its interdisciplinary approach to accomplishing Title VI compliance within TDOT. Furthermore, it provides a platform for demonstrating how the CRO endeavors to ensure TDOT's sub-recipients are in compliance with Title VI of the Civil Rights Act of 1964. More importantly, it provides FHWA an opportunity to distinguish the "what, when, why and how" behind TDOT's Title VI Program's implementation and execution of the Federal mandates.

TITLE VI NONDISCRIMINATION STATEMENT

It is the policy of the Tennessee Department of Transportation to ensure compliance with Title VI of the Civil Rights Act of 1964; 49 CFR, Part 21; related statutes and regulations to the end that no person shall be excluded from participation in or be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance from the U.S. Department of Transportation on the grounds of race, color, sex, age, disability or national origin.

Memphis-Shelby County Airport received Title VI Training

Sylvia Odum, Title VI Coordinator, recently conducted Title VI training for the Memphis- Shelby County Airport Authority. The purpose of the training was to educate and assist the airport in operating free of discrimination, to meet the Federal non-discrimination requirements of their grants, and to minimize the potential for a Title VI discrimination complaint and Federal Administration (FAA) investigation.



Vice President's and Director's at the Memphis -Shelby County Airport and Sylvia Odum, TDOT Civil Rights Office



Anthony Whitlow -Administration Clerk, Joe Claiborne-Contract Analyst, Regina R. Martin- Manager of Contract Compliance, Patrick Woods-Contract Compliance Coordinator, Richard White- Vice-President of Properties and Business. Not pictured, Regina Armstrong -Disadvantage Enterprise Accountant

Murfreesboro's Rover Public Transit Annual Title VI Training

Pamela Sharp, Title VI Program Specialist, provided a Title VI training for all Rover employees at the City Hall in Murfreesboro, recently. The training included a brief overview of Title VI, Limited English Proficiency, and Environmental Justice. In addition, the employees were advised of Rover's Title VI key responsibilities as an agency receiving federal assistance from the Federal Transit Administration (FTA).

Sharp reiterated the importance of complying with Title VI laws, rules and regulations as well as the consequences of non-compliance. Lastly, the training concluded that Title VI is an effort to ensure nondiscrimination and that actions are taken to implement Title VI through education and outreach in all of Rover's programs and activities.



City of Murfreesboro Rover Buses

TDOT Title VI Program Liaison's Training

In September, the Civil Rights Office Title VI Program held a Title VI Liaison training that focused on its Limited English Proficiency (LEP) program. Topics of discussion included an overview of TDOT's 2011 Limited English Proficiency (LEP) procedures, a demonstration on how and where to access the online Department Resources Translation Assistance, discussions on the recently submitted 2011 Title VI Implementation Plan and Division Title VI Assessment reviews, and a presentation by Avaza Language Services Corporations.

The Avaza Language Services Corporation, the state's new translation service provider, presented an overview of its services and distributed collateral materials, such as "I Speak..." posters and contact postcards to the Title VI Liaisons. Katherine Rebolledo, an Avaza representative, demonstrated some dos and don'ts to utilizing the service, emphasizing that the interpreters will interpret every audible word to include even that which was not intended to be shared with a listener. Simply put, the interpreters are not paid to filter discussions, just to interpret.



Tim Capra and Katherine Rebolledo, Senior State Manager's, Avaza Language Services Corporation answered questions from the Liaisons

Following the Avaza presentation, the Title VI staff provided assistance to the Liaisons, ensuring that they had the documentation to get their necessary access codes and client IDs so that they will be able to access the services when needed.

At the conclusion of the annual LEP training, the Title VI Staff recommended the Liaison provide training on the LEP procedures in their respective divisions, noting that LEP is a proactive measure that is in place to ensure that if contact is initiated by an LEP person there is no disparity in the level of service provided.

*Cynthia Howard,
Title IV Program
Director, spoke to
the group*



Seated: TDOT, Title VI Liaison's

Contact Information

Cammie Davenport Woodle, Executive Director

Cammie.davenportwoodle@tn.gov

Cynthia Howard, Title VI Program Director

Cynthia.Howard@tn.gov

Peggy Nolan, Administrative Assistant

Peggy.Nolan@tn.gov

Sylvia Odum, Title VI Coordinator

Sylvia.Odum@tn.gov

Kelsey Finch, Title VI Specialist

Kelsey.Finch@tn.gov

Pamela Sharp, Title VI Specialist

Pamela.Sharp@tn.gov

If you would like to receive the quarterly Title VI E-Report, please contact

Pamela Sharp at Pamela.Sharp@tn.gov

To request Title VI Training, please contact Sylvia Odum at Sylvia.Odum@tn.gov

Tennessee Department of Transportation

Civil Rights Office Title VI Program

505 Deadrick Street, Suite 1800

Nashville, Tennessee 37243

Phone

615.741.3681

Toll Free

1.888.370.3647

Fax

615.741.3169

John Schroer, Commissioner