

Title VI E-Report



Published by the TDOT Civil Rights Office Title VI Program

Summer 2011

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TITLE VI NONDISCRIMINATION

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.

MISSION STATEMENT

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

2011 National Summer Transportation Institute

The College of Engineering, Technology and Computer Science (CoETCS) at Tennessee State University in cooperation with the Federal Highway Administration (FHWA), the Tennessee Department of Transportation (TDOT), the United States Army Corps of Engineers, and the Metropolitan Nashville Airport

Authority sponsored the National Summer Transportation Institute (NSTI) on the campus of Tennessee State University (TSU) Nashville, Tennessee. One of the main goals of the National Summer Transportation Institute is to increase the awareness of high school students of career opportunities in the transportation industry, and its related fields.

NSTI 2011 was held on the campus of TSU from June 5 - July 1, 2011. Sixteen 10th, 11th and 12th grade students from Ohio, Georgia, Indiana and Tennessee were part of the roster for this year's program. The students participated in daily scheduled laboratories, field trips, and a host of guest lectures.



Left to Right: Cammie Davenport Woodle- CRO Executive Director, George Morgan-Morgan & Morgan Inc., Rhonda Hirst- Multimodal Transportation Resources, Commissioner John Schroer, Brandon Berger- Structures, Jerry Hatcher- Construction, Van Colebank- Information Technology, Mia Vickers- Governor Highway Safety Office

Inter-Modal Advisory Committee Members

Aaron Evans, Nashville Airport Authority
Amber Gooding, Nashville Airport Authority
Austin Dwan, President, TSU Engineer Alumni Association
Dr. Deo Chimba, TSU Professor of Civil Engineering
Dr. S. Keith Hargrove, TSU Dean of College of Engineering Computer Technology
George Morgan, Morgan and Morgan Inc.
Joi Hamilton-Jones, FHWA
Kebbyn Bryant, Nashville Airport Authority
Monae Fletcher, Metro Public Schools
Sylvia Odum, TDOT

NSTI Program Instructors

MacKenzie McNeal III, Math
Troy Lamber, Computer Science
Dr. Deo Chimba, Laboratory Instructor

NSTI Program Counselors

David Solomon
Jeremy Langford
Kiara McCummings
Troy Lambert

National Summer Transportation Institute Speakers

During the first week of NSTI, TDOT staff volunteered their time, presenting the students with insight on their exciting careers in transportation. The list of speakers included:



Ali Farhangi, Intelligent Transportation Systems

Brandon Berger, Graduate Transportation Associate
(Structures)

Christina Richards, Environmental

Cynthia George, Community Anti-Drug Coalitions
Across TN (representing Governor Highway Safety Office)

Jerry Hatcher, Assistant Director Construction

Melanie Bumpus, Environmental

Ronda Hirst, Multi-Modal Transportation Resources

Sampson Udeh, Design

Scott Sanders, Graduate Transportation Associate
(Environmental)

Sylvia Odum, Civil Rights Office

Van Colebank, Computer Technology

During the third week of the NSTI, FHWA staff, presented to the student participants on their exciting careers in transportation. The list of speakers included:

Brian Brasher, Senior Area Engineer

Britta Stein, Planning and Air Quality Specialist

Jessica Rich, Safety Engineer

Leigh Ann Tribble, Environmental Program Engineer



On Friday, June 10th, the CRO hosted a luncheon. TDOT Commissioner Schroer addressed the participants, encouraging them to persevere during difficult times.

National Summer Transportation Institute Field Trips

Field Trips

- Old Hickory Power Plant/Dam
- Music City Star Headquarters
- Metropolitan Nashville International Airport
- NASA/Marshall Space and Rocket Center
- TDOT Region 3 Smartway Facility
- TDOT Headquarters
- Frist Museum



The NSTI students and counselors were all smiles after their visit to TDOT.



Far Right:: Fredia Flack-Lusk, TSU NSTI Coordinator and Gorden Smith, – Logistics Coordinator with the Transit Solutions Group (Far Left) poses with students and counselors by the Music City Star.



Students on their way into the James K. Polk building to attend NSTI luncheon with Commissioner Schroer.



Terry Bebout– General Manager and Gorden Smith – Logistics Coordinator with the Transit Solutions Group LLC of Lebanon Tennessee spoke to the students about careers in railroad transportation.

Rural Transit Specialized Title VI Training Held

The Title VI Program staff held a specialized statewide training in June for the Rural Transit providers. The three hour training focused on the recognition and resolution of Title VI complaints, the application and implementation of Limited English Proficiency (LEP), and data collection and analysis.

Cynthia Howard, Title VI Program Director, conducted the training, keeping the participants engaged with questions and quizzes. Sylvia Odum, Title VI Coordinator, and Pamela Sharp, Title VI Specialist, were in attendance, assisting in the training.

Howard emphasized several key points:

- When reviewing a Title VI Complaint for jurisdictional elements, remember a layperson may not be able to articulate a complaint in a recognizable manner. Look at the basis for the complaint, i.e., race, color, and or national origin. When in doubt, forward the complaint to TDOT CRO.
- Failure to act on any complaint, regardless of whether it is considered a bona fide complaint, could put the agency in a non-compliance status or worse, in court.
- Ensure that you follow up with a complainant to clarify issue(s) or allegation(s), and even to try to resolve the issue(s).
- Maintain a Title VI complaint log, logging Title VI complaints and resolutions.
- Notify TDOT CRO when you are in receipt of a Title VI Complaint.
- Ensure that your agency has a LEP plan in place.
- Conduct the four factor analysis to determine the need for Translation and interpreting services.
- Know the demographics of your service area(s).
- Utilize community focus groups to determine how to deliver information, e.g., auditory, pictograms, translations, etc.
- Ensure that employees are trained on the LEP procedures.
- Failure to offer equitable services to everyone without regard to race, color, and national origin, in your Federally funded activities/programs, could result in a Title VI Complaint and/ or lawsuit, etc.
- Check, at a minimal, annually to ensure that your LEP program is viable (e.g., translation provider still in operation, contact numbers and codes are still operable).
- Data collection is a viable part of every Title VI Program. Through this process, an agency can determine a great deal about the effectiveness of its Title VI program, etc.



Left to Right: Steve Bandy-East TN. Human Resource Agency, Diane Powers-Southeast TN. Human Resource Agency, Valarie J. Bond- Delta Human Resource Agency, Mary Cookston- Southeast TN. Human Resource Agency, Rhonda Hirst- TDOT Multimodal Transportation Resources, Cynthia Howard- TDOT CRO, Jonathan Greene-Hancock County Rural Transit Agency, Sylvia Odum-TDOT CRO, Judy Martin-Northwest TN. Human Resource Agency



Rural Transportation Title VI Coordinators listening to presentation



Cynthia Howard, Title VI Program Director answering questions from Title VI Coordinators

Title VI Staff attended the Tennessee Human Rights Commission Training

Recently, the Civil Rights Office (CRO) Title VI Staff attended the Tennessee Human Rights Commission (THRC) Title VI Annual Compliance Program training. The THRC is charged with the responsibility of verifying that all state governmental entities that are recipients of Federal financial assistance comply with the requirements of Title VI of the Civil Rights Act of 1964 pursuant to the State of Tennessee Public Acts, 2009 Public Chapter No. 437. In addition, the THRC is authorized to define and establish the components, guidelines, and objectives of a comprehensive state policy to ensure and promote present and future compliance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. §2000 (d).

An overview of an effective Title VI Program and the required guidelines for meeting minimum requirements under the state rules and regulations for the Title VI Implementation Plan was presented to Title VI Coordinators and Specialists by Marcus Thomas, THRC Title VI Program Director.

Required Contents of the Title VI Implementation Plan

- Overview
- Federal Programs or activities
- Organization of the CRO/CRO Coordinator
- Data Collection and Analysis
- Limited English Proficiency (LEP)
- Complaint Procedures
- Compliance Review
- Compliance/Non-Compliance reporting
- Title VI Training Plan
- Public Notice and Outreach
- Evaluation Procedures of Title VI Implementation
- Responsible Officials



Marcus Thomas, THRC Title VI Director



Right to Left: Sylvia Odum, TDOT CRO Title VI Program Coordinator, Helen Moore-Title VI Director-Bureau of Tenn-Care, Brenda Clark- Director, Office of Civil Rights Department of Intellectual Developmental Disabilities (DIDD)

2011 Southern Transportation Civil Rights Symposium

The 2011 Southern Transportation Civil Rights Training symposium was held July 10th through the 13th in Atlanta, GA. Practitioners, numbering well-over two hundred, came from as far away as Montana and California. The symposium, sponsored by the Southern Transportation Civil Rights Executive Council (STCREC), affords practitioners an opportunity to gather biennially in an effort to obtain federal updates, cultivate awareness, observe best practices, exchange ideas, and celebrate excellence in the civil rights arena.



Some of the breakout sessions included:

- Local Public Agency (LPA) Responsibilities in Complying with Title VI;
- Title VI Nondiscrimination & LEP Requirements;
- Conducting Onsite Reviews in Making DBE Certification Decisions;
- Design Standards for Pedestrian Facilities;
- Applying New Census Data in EEO Programs;
- Environmental Justice and Effective Community Outreach;
- Conducting Onsite Project Reviews for Commercially Useful Function; and
- State DOTs, FTA, FHWA Working Together in Civil Rights.

This year, the FHWA Resource Center's Civil Rights Technical Service Team, in partnership with the Headquarters Office of Civil Rights (HCR), the FHWA Minority Institution of Higher Education Work Group, and the STCREC, hosted the National Minority Colleges and University Forum. This one-day forum was a concerted effort to bring State DOTs, Minority Institutions of Higher Education (MIHE), and other interested transportation leaders together to identify, promote, and develop opportunities for minority colleges and universities. Specifically, the organizers spearheaded this initiative in an effort to increase MIHE involvement in FHA and state DOT programs. FHWA and state DOTs shared information about upcoming program initiatives and discussed emerging transportation challenges in the US. Tennessee State University, one of Tennessee's MIHEs, was in attendance.



Paul Morris, Memphis Metropolitan Planning Organization Senior Planner

Best Wishes on Your Retirement Paul

Paul Morris, who has served as Memphis' Metropolitan Planning Organization's Senior Planner, is retiring after 31 years of service. During his tenure, Morris served as the Interim Administrator for a year and a half and as a Project Manager on the Houston Levee and Poplar Corridor Studies and a Title VI Specialist.

The CRO extends our best wishes to Morris on his retirement. Morris plans to spend more time with his wife, Yvonne, and his two children, Jeffrey and Paula.

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