

Sangamon County Board Resolution 17-1
Sangamon County/SMART Title VI Program Approval

Resolution authorizing the filing of the 2025 update of the Title VI Program with the federal Transit Administration, an operating administration of the United States Department of Transportation, for Federal Transportation assistance authorized by 49 U.S.C. chapter 53, title 23 United States Code, and other federal statutes administered by the Federal Transit Administration.

Whereas, The Federal Transportation Administrator has been delegated authority to enforce Title VI of the Civil Rights Act of 1964, 42 U.S.C. §200d et seq; 49 CFR§ 1.51; 49CFR part 21; and

Whereas, the Applicant has or will provide all certifications and assurances to the Federal transit Administration required for Title VI Program; and

Whereas, Sangamon County /SMART assures that no person shall, on the basis of race, color, or national origin, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program or activity whether those programs and activities are federally funded or not; and

Whereas Sangamon County /SMART has developed a Title VI Plan in compliance with federal regulation; and

NOW, THEREFORE, BE IT RESOLVED BY the Sangamon County Board on January 13, 2025 that the Sangamon County Board has reviewed and approved the Sangamon County Title VI Program, a copy of which is attached hereto and made part hereof.

ATTEST'S

County Clerk

Chairman, Sangamon County Board

Approved by the Employee Services Committee

Tom E. Kline

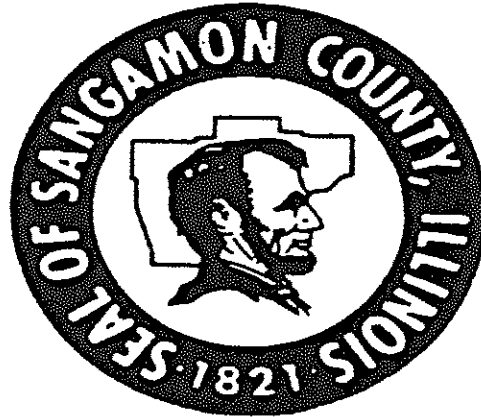
Chairman

FILED

January 9, 2025
Date

JAN 10 2025

Don J. Hays
Sangamon County Clerk



TITLE VI PLAN

Title VI Contact: Charlie Stratton
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December 2024

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INTRODUCTION

Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq. and its implementing regulations provide that no person shall be subjected to discrimination on the basis of race, color, or national origin under any program or activity that receives federal funding. As a sub recipient of federal transportation planning funds from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), Sangamon County, must certify that the transportation planning process is being carried out in conformance with these regulations.

TITLE VI NOTICE TO THE PUBLIC

Sangamon County has posted a notice regarding the civil rights of the public under Title VI and information on contacting Sangamon County if a citizen believes unlawful discrimination has occurred related to the transportation planning programs and activities of Sangamon Menard Area Regional Transit (SMART). The notice can be found:

- Posted in the Sangamon County Courthouse and the SMART Office located at 1800 E. Adams Street, Springfield.
- Posted on the Sangamon County website at <https://sangamonil.gov>
- Posted on transportation Vehicles
- In **Attachment A** of this document.

TITLE VI COORDINATOR

The Title VI Coordinator is responsible for ensuring implementation of the Sangamon County's Title VI Plan. The SMART Executive Director, under supervision of the Title VI Coordinator, is responsible for coordinating the overall administration of the Title VI program, plan, and assurances. The SMART Executive director is responsible for ensuring that SMART staff understand and adhere to the various Title VI requirements and produce a report documenting compliance annually to the federal agencies from which the Sangamon County receives financial assistance.

The Director of Human Resources, or designee, will serve as the Title VI Coordinator. The Title VI Coordinator is responsible for overseeing compliance with applicable nondiscrimination authorities in each of the metropolitan transportation planning and programming areas. Other staff members are expected to provide information and support to assist the Title VI Coordinator perform her or his tasks pertaining to nondiscrimination regulations and procedures set forth in federal guidance and in accordance with this Plan.

TITLE VI COMPLAINT PROCEDURES

Any person who believes she or he has been discriminated against on the basis of race, color, or national origin by the Sangamon County or SMART may file a Title VI complaint by completing and submitting the Sangamon County Title VI Complaint Form found in **Attachment B**. The procedure for submittal and review of the complaint is outlined below.

1. The Sangamon County Title VI Complaint Form should be submitted to the Sangamon County Director of Human Resources no more than 180 days after the alleged incident. The form will be stamped with the date upon receipt by the Department of Human Resources.
2. Only forms that are complete will be processed.
3. Once the complaint is received the Title VI Coordinator will review the complaint to determine if the office has jurisdiction. The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by Sangamon County.
4. Sangamon County has 20 business days to investigate the complaint.
5. If more information is needed the Title VI Coordinator may contact the complainant by letter. The complainant has 30 business days from the date of the letter to send requested information to the Title VI Coordinator. If the Title VI Coordinator is not contacted by the complainant or does not receive the additional information within 30 business days, Sangamon County can administratively close the case.
6. After reviewing the complaint the Title VI Coordinator 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 *Letter of Finding* summarizes the allegations and the interviews regarding the alleged incident and explains whether any disciplinary action, additional training of the staff member, or other action will occur.
7. If the complainant wishes to appeal the decision, she/he has 30 days after the date of the letter to do so. This appeal must be made in writing to the Title VI Coordinator. The appeal must specifically cite the portion(s) of the finding with which the complainant disagrees and his/her reason(s) for the disagreement.

Discrimination ADA/Title VI Investigations, Complaints, and Lawsuits

If no investigations, lawsuits, or complaints were filed select the option below.

Sangamon County's review of the finding will be based on the entire record. If Sangamon County concludes that SMART is in compliance with laws/regulations and the complainant disagrees, the Complainant may if dissatisfied, file an action in the appropriate U.S. District Court.

A person may also file a complaint directly with:

Federal Transit Administration , FTA Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590 or the

Federal Highway Administration, Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590

Illinois Department of Transportation, Bureau of Civil Rights, 2300 South Dirksen Parkway, Room 317, Springfield , IL 62764

TITLE VI INVESTIGATIONS, COMPLAINTS. AND LAWSUITS

Sangamon County has not had any ADA nor Title VI Discrimination complaints, investigations, or lawsuits based on race, color, or national origin in 2024

A log as shown below will be kept by Sangamon County staff to note and track complaints that could come to Sangamon County through the Title VI complaint process

| Complainant | Date (Month, Day, Year) | Basis of Complaint (Race, Color, National Origin or Disability) | Summary of Allegation | Status | Action(s) Taken | Final Findings? |
|-----------------------|-------------------------|---|-----------------------|--------|-----------------|-----------------|
| Complaint | | | | | | |
| 1) | | | | | | |
| 2) | | | | | | |
| Lawsuits | | | | | | |
| 1) | | | | | | |
| 2) | | | | | | |
| Investigations | | | | | | |
| 1) | | | | | | |
| 2) | | | | | | |

Public Participation Plan

Sangamon County is engaging the public in its planning and decision-making processes, as well as its marketing and outreach activities. The public will be invited to participate in the process whether through public meetings or surveys.

As an agency receiving federal financial assistance Sangamon County made the following Community outreach efforts and activities to engage minority and Limited English Proficient populations since the last Title VI Plan submittal to IDOT CRO.

- Posted the Nondiscrimination Public Notices to the following locations:
 - Within transportation vehicles
 - Lobby of agency
- Partnered with other local agencies to advertise services provided
- Updated agency documents/publications to make them more user-friendly e.g. comment forms or agency brochures

Sangamon County will make the following community outreach efforts for the Upcoming year

- Expand the distribution of agency brochures
- Host public information meetings and or hearings
- Host an information booth at a community event