

# Memorandum



Date: October 28, 2013

To: Alina T. Hudak, Deputy Mayor  
Miami-Dade County

From: Ysela Llort, Director  
Miami-Dade Transit

A handwritten signature in black ink, appearing to read "Ysela Llort".

Subject: Approval -- MDT 2013 Title VI Program Update Response to FTA C4702.1B

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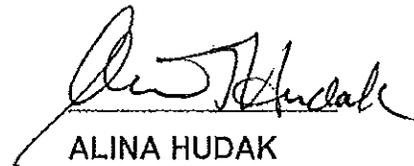
Attached for your review and approval please find Miami-Dade Transit's Title VI 2013 Title VI Program Update Response to FTA C 4702.1B that was completed in accordance with federal regulations.

Per the requirements outlined in FTA C4702.1B, October 1, 2012 – Title VI Requirements and Guidelines for Federal Transit Administration Recipients, Chapter III, 4., in significant part, “FTA requires that all direct and primary recipients document their compliance with DOT’s Title VI regulations by submitting a Title VI Program to their FTA regional civil rights officer once every three years or as otherwise directed by FTA. For all recipients, the Title VI Program must be approved by the recipient’s appropriate governing entity or official(s) responsible for policy decisions prior to submission to FTA. Recipients shall submit a copy of the board resolution, meeting minutes or similar documentation with the Title VI Program as evidence that the appropriate governing entity or official (s) has approved the Title VI Program. FTA will review and concur or request the recipient to provide additional information.

MDT's 2013 Title VI Program Update Response to FTA C4702.1B includes the following:

- 1.) A copy of MDT's Title VI notice to the public indicating that the recipient complies with Title VI;
- 2.) MDT's instructions to the public regarding how to file a Title VI discrimination complaint, including a copy of the complaint form;
- 3.) A list of all public transportation-related Title VI investigations, complaints, or lawsuits filed with MDT since the time of the last submission;
- 4.) MDT's Public Participation plan;

- 5.) MDT's plan for providing language assistance to person with limited English proficiency, based on the Department of Transportation (DOT) LEP Guidance;
- 6.) Racial breakdown of the membership of transit related, non-elected planning boards, advisory councils or committees or similar bodies and a description of efforts made to encourage participation of minorities on such committees;
- 7.) Narrative description of efforts of the primary recipient to ensure sub-recipients are complying with Title VI;
- 8.) Title VI Analyses conducted during planning stage prior to construction of a facility, vehicle storage facility, maintenance facility or operation center regarding the location of the facility. (Note: MDT was notified October 28, 2013 of a Title VI Compliance Determination re: the siting of a Trolley facility for the City of Coral Gables. The issue is currently under review by MDT).
- 9.) MDT's system-wide service policies, Definitions for 'Major Service Change', 'Disparate Impact Policy' and 'Disproportionate Burden Policy', and all Title VI Service/Fare Analysis.



ALINA HUDAK

APPROVED