

City of Austin
Title VI Program Compliance Plan

In accordance with the attached FMCSA Title VI Program Assurances, the City of Austin Title VI Program Compliance Plan is in place to ensure full compliance with Title VI of the Civil Rights Act of 1964; 49 CFR Part 21; 49 CFR Part 303; and related non-discrimination authorities. The plan ensures that no person in the City of Austin is excluded from participation in, denied benefits of, or otherwise is subjected to discrimination under any and all programs, services, or activities administered by the department, its recipients, subrecipients, and/or contractors on the basis of race, color, national origin, sex, age, disability, limited English proficiency (LEP), or income status.

All City departments that receive FMCSA funding are subject to the nondiscrimination requirements of this Title VI Program and will work closely with the City's Title VI Program Coordinator and FMCSA MCSAP High Priority Program Manager to adhere to all guidelines and requirements, and to complete all mandated online training.

Title VI Program Coordinator

Gail McCant, Office Administrator
Human Resources Department, City of Austin
1050 East 11th Street, Suite 200
Austin, TX 78702
(512) 974-3259

FMCSA MCSAP High Priority Program Manager

Kyran Fitzgerald, Grants Manager
Austin Police Department, City of Austin
715 East 8th Street
Austin, TX 78701
(512) 974-5033



5/17/18

Rey Arellano,
Assistant City Manager

Description of Federal-Aid Programs

The City of Austin applies for Federal Motor Carrier Safety Administration (FMCSA) MCSAP High Priority discretionary funding on an annual basis. Funding is primarily allocated for targeted overtime operations that improve highway safety and focus on reducing the number and severity of commercial motor vehicle related crashes.

The City's MCSAP High Priority activities benefit the 2 million residents of the Austin-Round Rock MSA as well as approximately 17 million visitors who travel on Austin's five corridors each year.

Notification to Beneficiaries/Participants

The City of Austin operates without regard to race, color, national origin, sex, age, LEP, income, or disability in accordance with Title VI. All persons and vendors who feel discriminated against may file a Title VI complaint with the City of Austin at <http://www.austintexas.gov/department/title-vi-nondiscrimination-statement>.

A Title VI Compliance Program posters will be posted online and at multiple City facilities. Those without access to the internet may file a complaint in person or by mail.

Dissemination Of Information:

The City of Austin will post FMCSA Title VI Program information to multiple City websites (human resources, City PIO, APD) and to reach those without internet access, the City will include Title VI information in City buildings.

Contents Of Notification:

Notification will include:

- Statement that the Applicant operates the Program(s) without regard to race, color, national origin, sex, age, or disability, including income-level and LEP;
- Identify procedures to be followed by members of the Public to request additional information regarding the Applicant's Nondiscrimination obligations; and
- Identify procedures to be followed by members of the Public to file a discrimination complaint against the Applicant, to include the name of a contact representative, address, and telephone number/e-mail address.

Sub-Recipient Compliance Reports

The City of Austin FMCSA MCSAP HP Program does not include sub-recipients.

Training

The City of Austin provides FMCSA Title VI Program training on a semi-annual basis through an online training system called Informa. The online power point training, included as Attachment A, uses available state and federal guidance (and current curriculum). The system requires an employee identification number and, at the conclusion of training, requires that employees certify completion.

Access to Records

All City of Austin FMCSA-related Title VI Program requirements and records are available for review electronically or in person upon request. Records requests and notice of compliance reviews should be directed to the City's Title VI Program Coordinator and/or FMCSA MCSAP High Priority Program Manager.

Complaint Disposition Process

All persons and vendors who feel discriminated against may file a Title VI complaint with the City of Austin at <http://www.austintexas.gov/department/title-vi-nondiscrimination-statement>.

The Title VI Program Coordinator is responsible for the complaint steps, which include:

- intake
- investigation planning and conducting the investigation
- writing the report of investigation
- ultimate disposition of the complaint.

The Complaint form is included as an Attachment B. A Complaint Log will be maintained by the Title VI Program Coordinator and will be made available to FMCSA upon request.

As of May 2018, the City of Austin is processing a change request for the Complaint form. The form will be modified to include a check box for:

- gender
- low income (protected by national origin / LEP)

The City anticipates that these changes will be effective July 1, 2018.

Status of Corrective Actions Implemented by Applicant to Address Deficiencies Previously Identified During a Title VI Program Compliance Review

The State of Texas Department of Transportation completed a Title VI Program compliance review (desk audit) of the City's plan in April of 2018. Several deficiencies were identified and corrective action was taken. An electronic copy of the state's report was provided to the FMCSA National Title VI Program Manager.

Community Participation Process

This section does not apply to the City of Austin.