

## TITLE VI/ NONDISCRIMINATION POLICY STATEMENT

Flagler County assures the Florida Department of Transportation that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

Flagler County further agrees to the following responsibilities with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient's Chief Executive Officer.
2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of *Appendix A* of this agreement in every contract subject to the Acts and the Regulations
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.
7. Have a process to collect racial and ethnic data on persons impacted by your agency's programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.

Dated 15 April 2011  
by Gary M. Coffey, Chief Executive Officer

**Flagler County**  
**Board of County Commissioners**  
**Disability Nondiscrimination and Reasonable Accommodation**  
**Policy and Plan**

**Policy Statement:**

Flagler County will not discriminate against any person on the basis of disability, nor will it unlawfully exclude such an individual from participation in or deny the individual the benefits of County programs, services or activities.

Flagler County will take reasonable steps to make its programs, services and activities accessible to disabled persons. Anyone wishing to request a reasonable accommodation from Flagler County should contact the ADA Officer:

Joseph A. Mayer  
Community Services Director  
1769 East Moody Blvd. Bldg #2  
Bunnell, FL 32110  
(386) 313-4007  
jmayer@flaglercounty.org

**Complaint Procedures:**

Flagler County has established a discrimination complaint procedure and will take prompt and reasonable action to investigate and eliminate discriminatory actions. Any person who believes that he or she has been subjected to discrimination based upon disability may file a complaint with Flagler County's ADA Officer:

If possible, the complaint should be submitted in writing and contain the identity of the complainant; the alleged disability; and a description of the alleged discrimination with the date of occurrence. If the complaint cannot be submitted in writing, the complainant should contact Flagler County's ADA Officer for assistance.

The ADA Officer will respond to the complaint within thirty (30) days and will take reasonable steps to resolve the matter. Should Flagler County be unable to satisfactorily resolve of the complaint, the ADA Officer will forward the complaint, along with a record of its disposition, to the Florida Department of Transportation (FDOT), Production Support Office, Statewide ADA Coordinator. FDOT will assume jurisdiction and responsibility over the complaint for continued processing.

## **Flagler County VI and Nondiscrimination Policy and Plan**

### **Policy Statement:**

Flagler County values diversity and welcomes input from all interested parties, regardless of cultural identity, background or income level. Moreover, the County does not tolerate discrimination in any of its programs, services or activities. Flagler County will not exclude participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color, national origin, sex, age, disability, religion or familial status.

### **Limited English Proficiency (LEP) Guidance:**

In adherence with Federal regulations, Flagler County will make reasonable efforts to ensure its programs, services and activities are meaningfully accessible to those who do not speak English proficiently. Flagler County will utilize its bilingual employees, State and Local Transportation partners, faith based organizations and community groups, and other language services to provide oral interpretation and translation of program documents, as required. To determine if or when alternate language usage is required for meaningful access, Flagler County will assess the program, service or activity using the following four factors.

- 1 The number or proportion of LEP persons eligible to be served or likely to be encountered by Flagler County's programs, services or activities.
- 2 The frequency with which LEP individuals come in contact with these programs, services or activities.
- 3 The nature and importance of the program, service, or activity to people's lives and;
- 4 The resources available to Flagler County and costs.

Persons requiring special language services should contact Flagler County's Title VI Officer:

Joseph A. Mayer  
Community Services Director  
1769 East Moody Blvd. Bldg #2  
Bunnell, FL 32110  
(386) 313-4007  
jmayer@flaglercounty.org

**Complaint Procedures:**

Flagler County has established a discrimination complaint procedure and will take prompt and reasonable action to investigate and eliminate discriminatory actions. Any person who believes that he or she has been subjected to discrimination based upon race, color, national origin, sex, religion, age, disability or family status may file a complaint with Flagler County's Title VI Officer:

Joseph A. Mayer  
Community Services Director  
1769 East Moody Blvd. Bldg #2  
Bunnell, FL 32110  
(386) 313-4007  
jmayer@flaglercounty.org

If possible, the complaint should be submitted in writing and contain the identity of the complainant; the basis for the allegations (ie, race, color, national origin, sex, religion, age, disability or family status); and a description of the alleged discrimination with the date of occurrence. If the complaint cannot be submitted in writing, the complainant should contact the Flagler County's Title VI Officer for assistance.

The Title VI Officer will respond to the complaint within thirty (30) days and will take reasonable steps to resolve the matter. Should Flagler County be unable to satisfactorily resolve of the complaint, the Title VI Officer will forward the complaint, along with a record of its disposition, to the Florida Department of Transportation (FDOT), Equal Opportunity Office, Statewide Title VI Coordinator. FDOT will assume jurisdiction and responsibility over the complaint for continued processing.