



# Marion County FLORIDA

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## **Marion County Board of County Commissioners Title VI and Nondiscrimination Policy and Plan**

### **Policy Statement:**

The Marion County Board of County Commissioners 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. The Marion County Board of County Commissioners 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.

### **Complaint Procedures:**

The Marion County Board of County Commissioners 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 the Marion County Board of County Commissioner's Title VI Officer:

*Name: Amanda Tart*  
*Address: 521 SE 26<sup>th</sup> Court, FL 34471*  
*Phone: (352) 438-2349*  
*Fax: (352) 438-2350*  
*Email: amanda.tart@marioncountyfl.org*  
*TTY or Relay number: (352) 438-2357*

If possible, the complaint should be submitted in writing and contain the identity of the complainant; the basis for the allegations (i.e., 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 Marion County Board of County Commissioner'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 the Marion County Board of County Commissioners be unable to satisfactorily resolve 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 Complaint Processing. FDOT will assume jurisdiction over the complaint for continued processing.

The county Title VI officer has 'easy access' to the County Administrator and is not required to obtain management or other approval to discuss discrimination issues with the County Administrator.

**ADA/504 Statement:**

Section 504 of the Rehabilitation Act of 1973 (Section 504), the Americans with Disabilities Act of 1990 (ADA) and related federal and state laws and regulations forbid discrimination against those who have disabilities. Furthermore, these laws require federal aid recipients and other government entities to take affirmative steps to reasonably accommodate the disabled and ensure that their needs are equitably represented in transportation programs, services and activities.

The county will make every effort to ensure that its facilities, programs, services, and activities are accessible to those with disabilities. The county will make every effort to ensure that its advisory committees, public involvement activities and all other programs, services and activities include representation by the disabled community and disability service groups.

The county encourages the public to report any facility, program, service or activity that appears inaccessible to those who are disabled. Furthermore, the county will provide reasonable accommodation to disabled individuals who wish to participate in public involvement events or who require special assistance to access facilities, programs, services or activities. Because providing reasonable accommodation may require outside assistance, organization or resources, the county asks that requests be made at least five (5) calendar days prior to the need for accommodation. Questions, concerns, comments or requests for accommodation should be made to the county's ADA Officer:

*Name: Amanda Tart*  
*Address: 521 SE 26<sup>th</sup> Court, FL 34471*  
*Phone: (352) 438-2349*  
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**Limited English Proficiency (LEP) Guidance:**

In adherence with Federal regulations, the Marion County Board of County Commissioners will make reasonable efforts to ensure its programs, services and activities are meaningfully accessible to those who do not speak English proficiently. The Marion County Board of County Commissioners 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, the Marion County Board of County Commissioners will assess the program, service or activity using the following four factors.

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

Persons requiring special language services should contact the Marion County Board of County Commissioner's Title VI Officer:

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### **Public Involvement:**

In order to plan for efficient, effective, safe, equitable and reliable transportation systems, the county must have the input of its public. The county spends extensive staff and financial resources in furtherance of this goal and strongly encourages the participation of the entire community. The county holds a number of transportation meetings, workshops and other events designed to gather public input on project planning and construction.

Further, the county attends and participates in other community events to promote its services to the public. Finally, the county is constantly seeking ways of measuring the effectiveness of its public involvement.

Persons wishing to request special presentations by the city/county; volunteer in any of its activities or offer suggestions for improvement of county public involvement may contact:

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*Phone: (352) 438-2349*  
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**Data Collection:**

Federal Highway Administration regulations require federal-aid recipients to collect racial, ethnic and other similar demographic data on beneficiaries of or those affected by transportation programs, services and activities. The county accomplishes this through the use of census data, American Community Survey reports, Environmental Screening Tools (EST), driver and ridership surveys, its community development department and other methods. From time to time, the county may find it necessary to request voluntary identification of certain racial, ethnic or other data from those who participate in its public involvement events. This information assists the county with improving its targeted outreach and measures of effectiveness. Self-identification of personal data to the county will always be voluntary and anonymous. Moreover, the county will not release or otherwise use this data in any manner inconsistent with the federal regulations.

**Assurances:**

Every three years, or commensurate with a change in county executive leadership year, the county must certify to FHWA and FDOT that its programs, services and activities are being conducted in a nondiscriminatory manner. These certifications are termed 'assurances' and serve two important purposes. First, they document the county's commitment to nondiscrimination and equitable service to its community. Second, they serve as a legally enforceable agreement by which the county may be held liable for breach. The public may view the annual assurance on the county's website at [www.marioncountyfl.org](http://www.marioncountyfl.org) or by visiting the county's offices.