



# **Virginia Department of Rail and Public Transportation**

## **Title VI Annual Report and Update 2021**

**December 6, 2021**

## **SECTION I - TITLE VI CHECKLIST TO BE REVIEWED BY TITLE VI COORDINATOR PRIOR TO COMPLETING THE ANNUAL REPORT AND UPDATE**

- Reviewed Title VI laws and regulations for applicable changes since the most recent Title VI Plan update and annual report.
- Reviewed DRPT's Title VI Plan to assure compliance with applicable Title VI regulations.
- Reviewed DRPT's Title VI program, including agency operational guidelines and publications, including those for contractors, to ensure that Title VI language and provisions are incorporated, as appropriate.
- Met with appropriate staff members to monitor and discuss progress, implementation, and compliance issues related to DRPT's Title VI program.
- Reviewed the agency's Title VI program to assess if administrative procedures are effective, staffing is appropriate, and adequate resources are available to ensure compliance.
- Assessed communications and public involvement strategies to ensure adequate participation of impacted Title VI protected groups; address additional language needs if necessary.
- Updated Title VI Plan as needed (plan last updated August 10, 2021).

## **SECTION II - TITLE VI RELATED ACTIVITIES AND EFFORTS**

- No Title VI complaints were received by DRPT regarding its intercity bus service (The Virginia Breeze). No Title VI complaints have been filed against any of our rural 5311 subrecipients.

## **SECTION III - TITLE VI ACCOMPLISHMENTS**

- Performed the FTA required three-year update of the DRPT Title VI plan. DRPT's updated Title VI plan reflects the Virginia Breeze expansion from Bristol, VA to Washington D.C.
- Performed the FTA required three-year update of DRPT's rural 5311 and 5310 subrecipient's Title VI plans.

- Updated DRPT's DBE plan and goal for FY2022 – FY2024 per FTA requirements. The DBE participation goal increased from 4.6% for FY2019 – FY2021 to 7.8% for FY2022 – FY2024. The next update will be performed in 2024.
- Updated all qualifying rural 5311 subrecipient's EEO plans per FTA requirements. It is an FTA requirement that this be done every four years. The rural 5311 subrecipients that required a full EEO plan update include Bay Transit, Jaunt of Charlottesville, VA, and Virginia Regional Transit. The rural 5311 subrecipients that required an abbreviated EEO plan update include Danville Transit System, District Three Public Transit (aka Mountain Lynx Transit), Mountain Empire Older Citizens, and RADAR of Roanoke, VA. The next update will be performed in 2025.
- Performed a desk audit of DRPT's subrecipient websites to ensure Title VI / ADA compliance.
- Researched the availability of DBE certified financial institutions via the Federal Reserve's website (<https://www.fdic.gov/regulations/resources/minority/mdi.html>). The "First Quarter 2021" spreadsheet, "Second Quarter 2021" spreadsheet, "Historical Data Year-by-Year 2001-2020" spreadsheet (2020 tab only), and "MDIs and CDFI banks across the United States" GIS data links were all searched.

This year four (4) were identified (<https://www.metrocitybank.bank/>, <https://www.bankofhope.com/>, <https://www.wooriamericabank.com/>, <https://www.hanmi.com/>) as possible Minority Depository Institutions.

They were brought to the attention of DRPT's CFO, Tanyea Darrisaw, via an email dated December 6, 2021.

The Virginia Department of Small Business and Supplier Diversity's (SDSB) DBE directory was also searched for NAICS (North American Industry Classification System) code 522110 (Commercial Banking). No DBEs exist in VSBSD's database for this NAICS code.

All were searched on December 6, 2021.

- Completed the annual DBE surveying and required reporting to the FTA.
- Participated in a DBE outreach virtual Zoom meeting with representatives of Hampton Roads Transit, the Williamsburg Area Transit Authority, and the Virginia Department of Small Business and Supplier Diversity.
- Conducted an annual Virginia Breeze ridership survey.

## **SECTION IV - TITLE VI PROGRAM CHANGES**

- None.

## **SECTION V - TITLE VI GOALS AND OBJECTIVES FOR THE UPCOMING YEAR**

- Perform an annual desk audit of DRPT's subrecipients to ensure Title VI / ADA compliance and alert subrecipients who are not in compliance.
- Conduct an annual Virginia Breeze ridership survey.
- Conduct language assistance training for DRPT's new frontline staff and new Virginia Breeze staff, as necessary.
- Complete the annual DBE surveying and required reporting to the FTA.
- Participate in our annual requirement for DBE outreach.
- Perform an annual search for the availability of DBE certified financial institutions.