

**YORK AREA METROPOLITAN PLANNING
ORGANIZATION (YAMPO)
TITLE VI
ANNUAL COMPLIANCE REPORT**

FY 2016-17

Submitted to: ~~The York Area Metropolitan Organization (YAMPO)~~

Submitted by: The YAMPO Title VI Compliance Officer and Transportation Staff, York County
Planning Commission

INTRODUCTION

In 2012, the York Area Metropolitan Planning Organization (YAMPO) adopted procedures to investigate complaints generated by the public, while ensuring due process for complainants and respondents. These procedures apply to complaints filed relating to any YAMPO program, procedure or activity and/or its sub-recipients covered under *Title VI of the Civil Rights Act of 1964*. An Update to the YAMPO Title VI Compliance Policy and Complaint Procedures was adopted by the YAMPO Coordinating Committee on June 23, 2016.

Our process requires that an annual report should be filed with the YAMPO on public complaints fielded by the YAMPO staff and Title VI Compliance Officer. The report should also address efforts that the YAMPO and YCPC staff has undertaken to remain active in these processes. The following items are provided in this report:

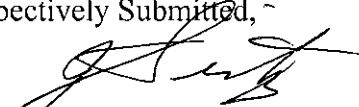
- * Complaints received between July 1, 2016 and June 30, 2017; and,
- * Efforts to educate/train the York County Planning Commission (YCPC) staff about Title VI and Environmental Justice (EJ) initiatives for the YAMPO. Activities undertaken by the YAMPO to address Title VI and EJ are also addressed below. This information provides an account of all YCPC staff and the YAMPO efforts to comply with Title VI and EJ requirements.

COMPLAINTS RECEIVED (July 1, 2016 through June 30, 2017)

No formal or informal complaints (i.e., grievances) were filed during this time. A log of this activity has been attached to this report.

This report provides a record of events that have occurred through the administration of the *YAMPO Title VI Complaint Procedures* over the past year to the best of my knowledge.

Respectively Submitted, ~


John Seitz
Title VI Compliance Officer, YAMPO
July 1, 2017

EDUCATION/TRAINING EFFORTS FOR THE YAMPO/ACTIVITIES UNDERTAKEN BY THE YAMPO

Education/Training

- * In October 2016, the YCPC Transportation Department attended an Employee Harassment Prevention Seminar presented by a local law firm.

Activities Undertaken by the YAMPO

- * The YCPC staff together with the YAMPO Committees developed a concept by which to conduct an Environmental Justice (EJ) Benefits and Burdens (B/B) Analysis for all facets of the MPO transportation planning process. The YCPC/YAMPO staff has enlisted the help of the other MPO's in PennDOT District 8-0 to develop this concept. The ultimate goal of this effort is develop an EJ B/B model that can easily be adapted for use by all MPO's in District 8-0.

The concept was submitted to PennDOT for approval in 2016. The Department approved the concept and allotted \$100,000.00 to fund the development of this initiative. The YCPC staff is now developing a scope of work for this project. Once completed, a Request for Proposal (RFP) to hire an outside consulting firm will be prepared. The YCPC staff estimates that a consultant will be selected for this project by the end of 2017.

- * When completing all *Linking Planning and NEPA (LPN) Forms* for candidate projects, a map is created utilizing the above GIS technology to identify Environmental Justice (EJ) populations. The map data was utilized in the Benefits and Burdens (B/B) Analysis for each candidate project.

The same information was used to develop the current *2017-2020 YAMPO Transportation Improvement Program (TIP)*. Analysis then conducted evaluating the impact of the proposed projects to the Census Block Groups with populations that are under-represented or disproportionately disadvantaged. The analysis concluded that there is not a disproportional existence of TIP projects in York County communities compared with their level of proportional disadvantage.

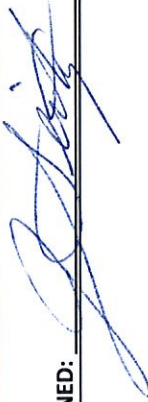
- * The YCPC staff now can aid in the fielding of complaints filed by individuals with Limited English Proficiency (LEP). Information on the YCPC website can be translated into 57 different languages using the *Google Translate™* language module. Further, the YCPC staff will provide interpretation services as per request from such individuals as part of the complaint process.
- * *DBE Data Collection/Submission with Unified Planning Work Program (UPWP)*: The YCPC reports on the amount of work they have provided to third party consultants through the *Unified Planning Work Program*. The report is submitted each quarter when the YCPC submits the UPWP quarterly invoice to PennDOT.
- * Each advertisement for the YAMPO committee meetings includes a clause that states the YAMPO's efforts to comply with the nondiscrimination requirements of applicable civil rights statues, executive orders, regulation and policies. It also mentions that the YAMPO has adopted a procedure by which the public can file a complaint for alleged discriminatory practice under Title VI.

YAMPO TITLE VI COMPLAINT LOG, FY 2016-2017

Case No.	COMPLAINANT Name Address	Telephone No.	BASIS OF COMPLAINT (see attached)	DESCRIPTION OF INCIDENT (see attached)	DATE/DATES OF DISCRIMINATION INCIDENT/INCIDENTS	OTHER AGENCIES CONTACTED	OTHER PARTIES ASSOCIATED WITH COMPLAINT (see attached)
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Complaints received as of June 30, 2017

Log Kept for Complaints Lodged between July 1, 2016 and June 30, 2017

SIGNED:  YAMPO Title VI Compliance Officer DATE: 7/1/17