SUMMARY STATEMENT

ITEM NO.: PATCO-16-001

SUBJECT: Approval of Title VI Program Submission to Federal Transit Administration

COMMITTEE: Operations & Maintenance

COMMITTEE MEETING DATE: February 2, 2016

BOARD ACTION DATE: February 17, 2016

PROPOSAL: That the Board approves the Title VI Program and authorizes staff to submit same to the Federal Transit Administration (FTA) by the April 1, 2016, submission deadline as required by FTA Circular, 4702.1B.

PURPOSE: To approve the Title VI Program and authorize its submission to the Federal Transit Administration (FTA).

BACKGROUND: FTA requires that all direct and primary grant recipients document their compliance by submitting a Title VI Program to their FTA regional civil rights officer once every three years or as otherwise directed by FTA. For all transit providers, the Title VI Program must be approved by the transit provider’s board of directors or appropriate governing entity or official(s) responsible for policy decisions prior to submission to FTA.

These requirements apply to all fixed route providers of public transportation service so that no person or group of persons shall be discriminated against with regard to the routing, scheduling, or quality of transportation service furnished as a part of the project on the basis of race, color, or national origin. Frequency of service, age and quality of vehicles assigned to routes, quality of stations serving different routes, and location of routes may not be determined on the basis of race, color, or national origin.

All transit providers shall set service standards and policies for each specific fixed route mode of service they provide. These standards and policies must address how service is distributed across the transit system, and must ensure that the manner of the distribution affords users access to these assets.

Providers of public transportation shall also adopt system-wide service policies to ensure service design and operations practices do
not result in discrimination on the basis of race, color, or national origin.

In September, 2014, with the support of John T. Hanson, DRPA CEO and PATCO President, and CAO Toni P. Brown, the Authority established a Cross-Functional Title VI Team to prepare the Title VI Program submission. The Cross-Functional team was led by Ann DuVall, Project Analyst in the Office of the CAO. Staff members from the following departments served on the team: PATCO, the Office of the Chief Administrative Officer, Human Resources Services, the Office of the General Counsel, the Chief Engineer’s Office, the Grants Department, Contracts Administration, and Corporate Communications. Staff from the Print Shop also assisted the team. Regular team and team sub-committee meetings occurred over the past year and one half resulting in the submission.

SUMMARY:

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<tr>
<th>Description</th>
<th>Amount:</th>
<th>Source of Funds:</th>
<th>Capital Project #:</th>
<th>Master Plan Status:</th>
<th>Other Fund Sources:</th>
<th>Duration of Contract:</th>
<th>Other Parties Involved:</th>
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<tr>
<td>SUMMARY:</td>
<td>N/A</td>
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<td>Federal Transit Administration</td>
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RESOLUTION

RESOLVED: That the Board hereby approves the Title VI Program; and be it further;

RESOLVED: That the appropriate officers of the Port Authority Transit Corporation be and hereby are authorized to submit to the Federal Transit Administration the approved Title VI Program submission for PATCO; and be it further;

RESOLVED: The Chair, Vice Chair and President must approve and are hereby authorized to approve and execute all necessary agreements, contracts, or other documents on behalf of PATCO. If such agreements, contracts, or other documents have been approved by the Chair, Vice Chair and President and if thereafter, either the Chair or Vice Chair is absent or unavailable, the remaining Officer may execute the said document(s) on behalf of PATCO along with the President. If both the Chair and Vice Chair are absent or unavailable, and if it is necessary to execute the said document(s) while they are absent or unavailable, then the President shall execute such documents on behalf of PATCO.

SUMMARY: Amount: N/A
Source of Funds: N/A
Capital Project #: N/A
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Duration of Contract: N/A
Other Parties Involved: Federal Transit Administration