

Title VI and Nondiscrimination Policy and Plan

Policy Statement:

Sumter County Board of County Commissioners (BOCC) values diversity and welcomes input from all interested parties, regardless of race, color, national origin, sex, age, disability, religion, family status, or income level. The BOCC does not tolerate discrimination in its programs, services, or activities. Pursuant to Title VI of the Civil Rights Act of 1964 and related laws and regulations, the BOCC will not exclude from participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color, national origin, sex, age, disability, religion, income or family status.

Grievance Procedures:

Any individual who believes that they have been the victim of unlawful discrimination in violation of Title VI of the 1964 Civil Rights Act or other related laws and regulations, may file a grievance with the BOCC. The BOCC has established a discrimination grievance procedure and will take prompt and reasonable action to investigate and eliminate discrimination when found. Any individual who believes that they have been subjected to discrimination based upon race, color, national origin, sex, age, disability, religion, income, or family status in any of the BOCC's programs and services, may file a grievance with the BOCC Title VI/Nondiscrimination Coordinator below.

Leslie Smith

Title VI/Nondiscrimination Coordinator

Mailing Address: 7375 Powell Road, Suite 200, Wildwood, Florida 34785

Physical Address: 7375 Powell Road, Suite 200, Wildwood, Florida 34785

Email: Leslie.Smith@sumtercountyfl.gov

Phone: (352) 689-4400

Fax: (352) 689-4401

Hearing Impaired Florida Relay 7-1-1

If possible, the grievance should be signed and submitted in writing and contain the identity of the complainant; the basis for the allegations (i.e., race, color, national origin, sex, age, disability, religion, income, or family status), a description of the alleged discrimination with the

date of occurrence, and if known, any names of involved staff or witnesses. Any formal grievances submitted to a County department/division will be forwarded immediately to the Coordinator for processing.

The following procedures will occur once a formal grievance is received:

1. Upon receipt of the formal grievance, the Coordinator will review the grievance and transmit a copy of the grievance to the department/division with general instructions as to providing a response. The County Administrator and County Attorney will receive a copy as well.
2. The department/division will attempt to investigate the facts of the grievance and submit a formal response back to the Coordinator that includes further details discovered and any actions taken by the department/division.
3. Reasonable attempts shall be made by the department/division with the assistance of the Coordinator to mediate and resolve the grievance.
4. The Title VI/Nondiscrimination Coordinator will coordinate a formal response to the complaint.
5. Should the BOCC be unable to resolve the complaint satisfactorily, the Title VI/Nondiscrimination Coordinator will forward the complaint, along with a record of its disposition, to the appropriate State of Florida agency for further processing.

The BOCC's Title VI/Nondiscrimination Coordinator reports directly to the County Administrator and is not required to obtain management or other approval to discuss discrimination issues with the County Administrator. However, should the complainant be unable or unwilling to complain to the BOCC, or if the complainant is dissatisfied with the BOCC's handling of a complaint, the written complaint may be submitted directly to the U.S. Department of Justice (DOJ). DOJ will ensure that the matter is assigned to the correct Federal or State authority for processing.

U.S. Department of Justice Civil Rights Division
Federal Coordination and Compliance Section,
NWB 950 Pennsylvania Avenue, N.W.
Washington, D.C. 20530

Title VI Hotline: 1-888-TITLE-06 (1-888-848-5306) (Voice / TDD)

<https://www.justice.gov/crt/fcs/TitleVI-Overview>

The above procedures do not apply to complaints of discrimination related to employment.

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 their needs are equitably represented in BOCC programs, services, and activities.

The BOCC will make every effort to ensure that its facilities, programs, services, and activities are accessible to those with disabilities.

The BOCC encourages the public to report any facility, program, or service that is inaccessible to the disabled. Furthermore, the BOCC will provide reasonable accommodation to disabled individuals who wish to participate in public involvement events or require special assistance to access facilities, programs, services, or activities. Because providing reasonable accommodation may require outside assistance, organization, or resources, the BOCC requests 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 BOCC's ADA Officer:

Bradley Arnold

County Administrator

Mailing Address: 7375 Powell Road, Suite 215, Wildwood, Florida 34785

Physical Address: 7375 Powell Road, Suite 215, Wildwood, Florida 34785

Email: Bradley.Arnold@sumtercountyfl.gov

Phone: (352) 689-4400

Fax: (352) 689-4401

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Limited English Proficiency (LEP) Guidance:

Title VI of the Civil Rights Act of 1964, Executive Order 13166, and various directives from federal agencies require federal aid recipients to take reasonable steps to ensure meaningful access to programs and activities by Limited English Proficiency (LEP) persons. To determine the Title VI obligation to ensure meaningful access for LEP persons is fact dependent and starts with an individualized assessment that balances the following four factors:

- The number or proportion of LEP persons eligible to be served or likely to be encountered by the BOCC's program.
- The frequency with which LEP individuals come into contact with the program.
- The nature and importance of the program, activity, or service by the BOCC to beneficiaries; and
- The resources are available to the BOCC and the costs of interpretation/translation services.

Using the 2020 Florida Department of Health, Division of Public Health Statistics and Performance Management data, the BOCC has determined that LEP individuals speaking English less than well (Aged 5 and older) represent approximately 2.0% of the community. The BOCC realizes that such statistical data can be outdated or inaccurate. Given this information, the BOCC reasons that a relatively small portion of its service population are LEP speakers. The BOCC does utilize a third party, on demand and over-the-phone interpretation service as necessary for public interactions.

The BOCC understands that its community profile is changing, and the four-factor analysis may reveal the need for more LEP services in the future. As such, it will biannually examine its LEP plan to ensure that it remains reflective of the community's needs.

Individuals requiring special language services should contact the BOCC's Title VI/Nondiscrimination Coordinator:

Leslie Smith

Title: VI/Nondiscrimination Coordinator

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Public Involvement:

In order to plan for efficient, effective, safe, equitable, and reliable government services, the BOCC must have the input of its public. The BOCC spends extensive staff and financial resources to further this goal and strongly encourages the participation of the entire community. Any person may attend any BOCC meeting and speak during the Public Forum portion of the agenda concerning BOCC business of concern. BOCC meetings are generally held on the second and fourth Tuesdays of each month at 6:00 p.m., at the Everglades Regional Recreation Center; 5497 Marsh Bend Trail; Grand Canyon Room; The Villages, FL 32163. Persons should check the BOCC's website, www.sumtercountyfl.gov, for any changes to meeting dates, times, and locations. Meeting locations are accessible to the disabled.

Persons wishing to offer suggestions for improvement of BOCC public involvement may contact:

Leslie Smith

Title VI/Nondiscrimination Coordinator

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Data Collection:

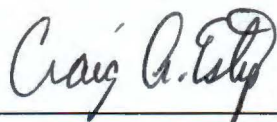
Federal Highway Administration (FHWA) regulations require federal-aid recipients to collect racial, ethnic, and other similar demographic data on beneficiaries or those affected by

transportation programs, services, and activities. The BOCC accomplishes this with census data and other methods. From time to time, the BOCC 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 BOCC with improving its targeted outreach and measures of effectiveness.

Assurances:

Every three years, the BOCC must certify to FHWA and the Florida Department of Transportation that its programs, services, and activities are being conducted in a nondiscriminatory manner. These certifications are termed 'assurances' and document the BOCC's commitment to nondiscrimination and equitable service to its community. The public may request to view these assurances.

Approved by the Board of County Commissioners on 1/10/2023:



Craig A. Estep, Chairman

Sumter County Board of County Commissioners