

Agency:Valley County Transit

TITLE VI PLAN

Year: 2025

Title VI Contact Name: Lisa Murdock

Title VI Contact Phone: 406-228-8744

Title VI Contact Email: vctransit@valleycountymt.gov

Introduction to Agency

Valley County Transit began in 1975 providing transportation services to the elderly and developmentally disabled. In 1980, the program was made available to the general public operating as a demand response system. Valley County Transit is a department of the local county government answering to the Valley County Commissioners.

Title VI Program Requirements

Public Notice

Valley County Transit posts the Public Notice of Title VI Program Rights (below) in the following locations:

www.valleycountytransit.com, Valley County Transit and aboard all Valley County Transit vehicles.

Public Notice of Title VI Program Rights

The Valley County Transit gives public notice of its policy to uphold and assure full compliance with the non-discrimination requirements of Title VI of the Civil Rights Act of 1964 and related nondiscrimination authorities. Title VI and related nondiscrimination authorities stipulate that no person in the United States of America shall, on the ground of race, color, national origin, sex, age, disability, income level or limited English proficiency be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

Any person who desires more information regarding MDT's Title VI Program can contact Lisa Murdock at the address noted below.

Any person who believes they have, individually or as a member of any specific class of persons, been subjected to discrimination on the basis of race, color, national origin, sex, age, disability, income level or limited English proficiency, has the right to file a formal complaint. Any such complaint must be in writing and submitted within 180 days following the date of the alleged occurrence to:

Lisa Murdock
Valley County Transit
213 9th Street South
Glasgow, MT 59230

406-228-8744
vctransit@valleycountymt.gov

A complainant may file a complaint directly with the Federal Transit Administration at the following address:

Office of Civil Rights
Federal Transit Administration
Attention: Title VI Program Coordinator
East Building, 5th Floor – TCR
1200 New Jersey Ave SE
Washington, DC 20590

If information is needed in another language, please contact MDT's Office of Civil Rights at 406-444-6334.

Complaints

The following procedures cover complaints filed under Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987:

Any person who believes they, or any specific class of persons, were subjected to prohibited discrimination based on race, color or national origin may file a written complaint individually or through a representative. A complaint must be filed no later than 180 days after the date of the alleged discrimination, unless the discrimination is ongoing, or the time for filing is extended by the FTA.

Valley County Transit has adopted MDT's complaint form, which is located on our website: vctransit@valleycountymt.gov and hard copies in the Valley County Transit office.

Complaints alleging violations of Title VI by Valley County Transit may be filed in writing with the following agencies:

Valley County Transit
213 9th Street South
Glasgow, MT 59230
406-228-8744
vctransit@valleycountymt.gov

Montana Department of Transportation
Office of Civil Rights
2701 Prospect Ave
PO Box 201001
Helena, Montana 59601
Phone: 406-444-6334
TTY: 800-335-7592
Fax: 406-444-7243
Email: mdtcrform@mt.gov

Office of Civil Rights
US Department of Transportation
Federal Transit Administration
1200 New Jersey Ave SE
Washington DC 20590

If information is needed in another language, please contact MDT's Office of Civil Rights at 406-444-6334.

Valley County Transit adopts MDT's complaint processing procedures, which are consistent with FTA's *Title VI Requirements and Guidelines for Federal Transit Administration Recipients*. Additional information can be found in MDT's Title VI Plan: vctransit@valleycountymt.gov and FTA's website: <https://www.transit.dot.gov/regulations-and-guidance/civil-rights-ada/file-complaint-fta>.

Complaint Log

Investigation (I), Lawsuit (L), or Complaint (C)	Date Filed	Basis of Complaint (Race, Color, National Origin or Disability)	Summary of Allegation	Status	Action(s) Taken	Final Findings

Valley County Transit tracks civil rights complaints in the following table and submits to MDT Office of Civil Rights on an annual basis.

For the period October 1, 2020 to September 30, 2023 there were [0] Title VI complaints filed against Valley County Transit.

Public Participation Plan

Valley County Transit engages the public in its planning and decision-making processes, as well as its marketing and outreach activities. The public will be invited to participate in the process whether through public meetings or surveys.

As an agency receiving federal financial assistance, Valley County Transit made the following community outreach efforts and activities to engage minority, Limited English Proficient populations, or other traditionally underserved populations since the last Title VI Plan submittal to MDT Office of Civil Rights.

Inviting the public to attend through local media announcements.

Language Assistance Plan

Valley County Transit adopts MDT's Language Assistance Plan:

mdt.mt.gov/other/webdata/external/civilrights/limited_english_proficiency_plan.pdf

Montana's demographic makeup does not meet the Federal threshold that requires mandatory written translation in any language, but Valley County Transit has resources available to provide language assistance if needed. MDT provides the Language Identification and Assistance Guide to transit providers, which gives guidance for how to provide interpretation services when interacting with LEP individuals.

mdt.mt.gov/other/webdata/external/civilrights/Language-Assistance-Guide.pdf

Valley County Transit evaluates its ridership and populations within its service area and will coordinate with MDT Office of Civil Rights if the frequency of interactions with LEP individuals would require written translation.

Transit Committee

Valley County Transit has a transit-related, non-elected Transportation Advisory Committee. The racial breakdown of membership on the Advisory Committee is as follows:

Body	African American/ Black	American Indian/ Alaskan Native	Native Hawaiian/ Other Pacific Islander	Asian	Hispanic/ Latino	White
Service Area – Valley County Population	0%	9%	0%	0%	2%	89%
Valley County Transportation Advisory Committee	0%	0%	0%	0%	0%	100%

Valley County Transit takes the following efforts made to encourage participation of minorities or other traditionally underserved populations:

Inviting the public to attend through local media announcements.

Equity Analysis

A transit provider planning to acquire land to construct certain types of facilities must not discriminate on the basis of race, color, or national origin, against persons who may be impacted by the siting of the facility. MDT Office of Civil Rights will conduct a Title VI equity analysis to compare various siting alternatives prior to selection of the preferred site.

Valley County Transit did not develop new transit facilities covered by these requirements

System-wide Service Standards and Policies

Valley County Transit is not a fixed route service, but is demand response.

Non-Discrimination Authorities

- * **Title VI of the Civil Rights Act of 1964** (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21;
- * **The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970**, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- * **Federal-Aid Highway Act of 1973**, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- * **Section 504 of the Rehabilitation Act of 1973**, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- * **Airport and Airways Improvement Act of 1982**, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- * The **Civil Rights Restoration Act of 1987**, (PL 100-209), (broadened the scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients, and contractors, whether such programs or activities are Federally funded or not);
- * **Titles II and III of the Americans with Disabilities Act**, which prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;

Authorities (continued)

- * **The Federal Aviation Administration's Non-Discrimination statute** (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- * Executive Order 12898, Federal Actions to Address **Environmental Justice** in Minority Populations and Low-Income Populations, which prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- * Order 13166, Improving Access to Services for Persons with **Limited English Proficiency**, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English Proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- * Title IX of the **Education Amendments of 1972**, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. § 1681 et seq.).
- * Executive Order 13672 prohibits discrimination in the civilian federal workforce on the basis of gender identity and in hiring by federal contractors on the basis of both sexual orientation and gender identity.
- * Mont. Code Ann. § 49-3-205 Governmental services;
- * Mont. Code Ann. § 49-3-206 Distribution of governmental funds;
- * Mont. Code Ann. § 49-3-207 Nondiscrimination provision in all public contracts.

This document is printed at state expense. Information on the cost of producing this publication may be obtained by contacting the Department of Administration.



MONTANA
Department of Transportation

Non-Discrimination & Accessibility

ADA, Title VI, and Title VII

For more information on at ADA, Title VI, Title VII, or non-discrimination at MDT, visit our website:

mdt.mt.gov/business/contracting/civil/eeo.aspx

Montana Department of Transportation (MDT) is committed to conducting all of its business in an environment free of discrimination, harassment, and retaliation. In accordance with State and Federal law MDT prohibits any and all discrimination on the basis of protected classes by its employees or anyone with whom MDT chooses to do business.

If you believe discrimination is occurring in any of MDT's programs or services, please contact:

**Montana Department of Transportation
Office of Civil Rights**
Department of Transportation
2701 Prospect Avenue, PO Box 201001
Helena, MT 59620-1001
Voice: (406) 444-6334
TTY: (800) 335-7592
Fax: (406) 444-7243

Alternative accessible formats of this document will be provided on request. Persons who need an alternative format should contact the Office of Civil Rights, Department of Transportation, 2701 Prospect Avenue, PO Box 201001, Helena, MT 59620-1001. Telephone: (406) 444-5416 or Montana Relay Service at 711.

Rev 03/2022

Montana Department of Transportation Discrimination Complaint Form

Instructions:

You are not required to use this form to file a complaint. In your complaint, please provide in detail how you believe you were discriminated against. Include all relevant names and dates. Attach any supporting documentation to your complaint. A representative from MDT Civil Rights will contact you **within seven (7) business days** of receipt of the complaint.



Submit complaint to:

Montana Department of
Transportation
Office of Civil Rights
2701 Prospect Avenue
PO Box 201001
Helena, MT 59620-1001
Email: mdtcrform@mt.gov
Voice: (406) 444-6334
TTY: (800) 335-7592
Fax: (406) 444-7243

Nondiscrimination & Accessibility ADA & Title VI

For more information on ADA, Title VI, or
nondiscrimination at MDT, visit our website:

mdt.mt.gov/business/contracting/civil/eeo.aspx

Montana Department of Transportation (MDT) is committed to conducting all of its business in an environment free of discrimination, harassment, and retaliation. In accordance with state and federal laws, MDT prohibits discrimination against its employees, job applicants, or anyone with whom MDT chooses to do business based on a person's protected class(es).

Anyone needing an alternative format of this document should contact MDT's ADA Coordinator at mmaze@mt.gov 406-444-5416 or Montana Relay Service at 711.

This document is printed at state expense. Information on the cost of producing this publication may be obtained by contacting the Department of Administration.

Basis of Complaint: (Mark all that apply)

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Race | <input type="checkbox"/> Age | <input type="checkbox"/> Creed | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Color | <input type="checkbox"/> Sex | <input type="checkbox"/> Military Service | |
| <input type="checkbox"/> National Origin | <input type="checkbox"/> Pregnancy | <input type="checkbox"/> Veteran Status | <input type="checkbox"/> Ancestry |
| <input type="checkbox"/> Religion | <input type="checkbox"/> Disability | <input type="checkbox"/> Social Origin or Condition | <input type="checkbox"/> Vaccination Status |
| <input type="checkbox"/> Political Ideas | <input type="checkbox"/> Marital Status | | |

Complaint: (Mark all that apply)

- ☐ Harassment
☐ Discrimination
☐ Retaliation

Name, phone number and/or email
address of the individual(s) you are
filing a complaint against:

Complaint Details

Name, phone number and/or email
address of the witness(es):

I am filing a complaint on behalf of:

- ☐ Myself ☐ Someone else Specify who: _____

Description of why you are filing your complaint: (attach additional pages if needed)

Contact Information

Please provide your contact information so we may reach you during our investigation.

Name: _____ Phone Number: _____

Address: _____ Email: _____

Preferred method of contact:

Signature: _____ Date: _____

- ☐ Phone
☐ Email