Liberty County Council on Aging

TITLE VI PLAN

2024

Title VI Contact Name: Glenda Hanson, Transit Coordinator

Title VI Contact Phone: 406-759-5254

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Introduction to Agency

Liberty County Council on Aging operates a demand response system, also known as Liberty County Transit, in rural Northcentral Montana in Liberty County. Liberty County Transit has been providing public transit since 2006. Transit operates Monday through Friday except for County Holidays, in Chester and Joplin. Transit travels to Havre on Tuesdays and Great Falls on Wednesdays for medical appointments, shopping and other business.

Title VI Program Requirements

Public Notice

Liberty County Transit posts the Public Notice of the Title VI Program Rights in the following locations. The notice is posted on the website at [www.chestercommunitycenter.com](http://www.chestercommunitycenter.com) , in the vehicles and in the Transit Office located at 618 E. Adams Ave, Chester MT 59522.

Public Notice of Title VI Program Rights

The Liberty 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. 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 subjects 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 Glenda Hanson, Transit Coordinator at 618 E. Adams Ave, Chester MT 59522. 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:

Glenda Hanson, Transit Coordinator

Liberty County Transit

618 E. Adams Ave

Chester MT 59522

[ghanson@libertycountymt.gov](mailto:ghanson@libertycountymt.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 NMDT’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.

Liberty County Transit has adopted MDT’s complaint form, which is located on our website: [www.chestercommunitycenter.com](http://www.chestercommunitycenter.com) and hard copies in the transit facility and the vehicles.

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

Liberty County Transit

618 E Adams Ave

Chester MT 59522

406-759-5244

[ghanson@libertycountymt.gov](mailto:ghanson@libertycountymt.gov)

Montana Department of Transportation

Office of Civil Rights

2701 Prospect Ave

PO Box 201001

Helena MT 59601

Phone: 406-444-6334

TTY: 800-335-7592

Fax: 406-444-7243

Email: [mdtcrform@mt.gov](mailto:mdtcrform@mt.gov)

Office of Civil Rights

US Department of Transportation

Federal Transit Administration

1200 New Jersey Ave SE

Washington DX 20590

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

Liberty 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: FTA\_Title\_VI\_Plan.pdf (mt.gov) and FTA’s website: https://www.transit.dot.gov/regulations-and-guidance/civil-rights-ada/file-complaint-fta.

Complaint Log

Liberty 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 Liberty County Transit.

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

Public Participation Plan

Liberty 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, liberty 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.

We are putting TAC meetings on the Chamber of Commerce’s information email and the Senior Center and retirement housing. Also, we do not have any other designated groups in our service area.

Language Assistance Plan

Liberty County Transit adopts MDT’s Language Assistance Plan:

mdt.mt.gov/other/webdata/external/civilrights/limited\_engish\_proficiency\_plan.pdf

Montana’s demographic makeup does not meet the Federal threshold that requires mandatory written translation in any language, but Liberty 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/externalcivilrights:Language-Assistance-Guide.pdf

Liberty 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

Liberty County Transit has a transit-related, non-elected advisory council. The racial breakdown of membership on the advisory council is as follows:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Body | African American/Black | American Indian/Alaskan Native | Native Hawaiian/Other Pacific Islander | Asian | Hispanic/Latino | White |
| Transit Committee | 0% | 0% | 0% | 0% | 10% | 90% |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Body | African American/Black | American Indian/Alaskan Native | Native Hawaiian/Other Pacific Islander | Asian | Hispanic/Latino | White |
| Chester & Joplin | 1% | 0% | 0% | 2% | 1% | 96% |

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

Other than the Senior Center there are no other designated groups or populations in our area.

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.

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

System-wide Service Standards and Policies

Based on size of transit providers and population, none of MDT subrecipients meet the additional requirements for fixed route transit providers. However, all transit providers that operate fixed route service must have system-wide standards and policies. Liberty County Transit is a demand response system.