

Whatcom Council of Governments Title VI Annual Report and Update Period: 2012

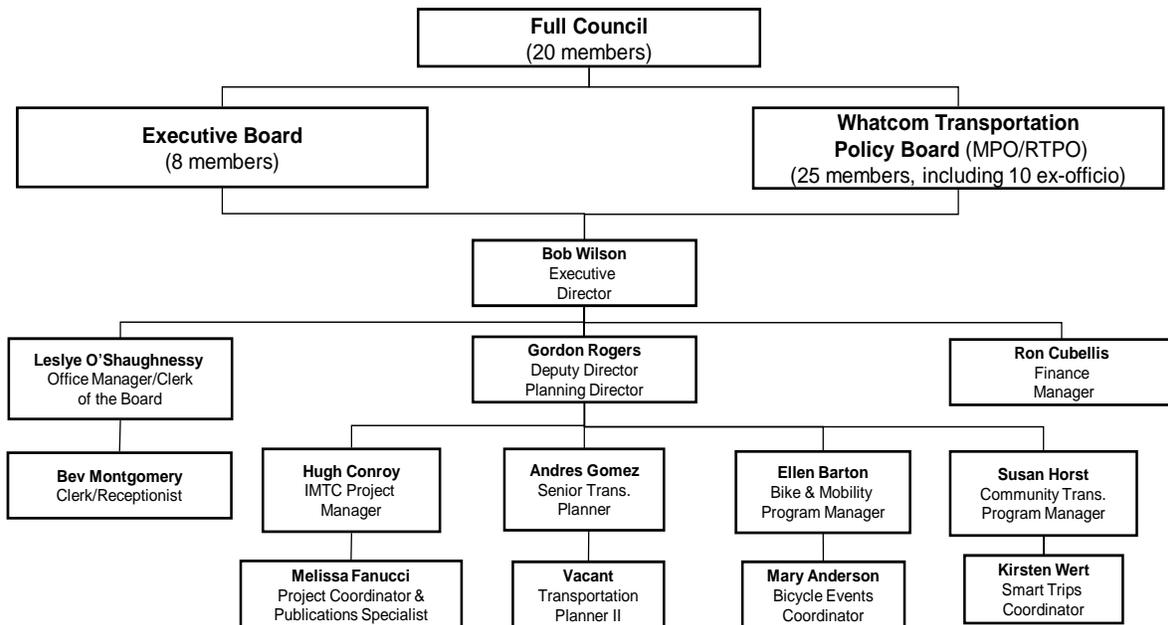
I. Title VI Plan

There were some plan changes. Added language to the existing policy including contact information for filing a complaint as well as contact information for additional information needed. Also, added language stating that complaints must be filed within 180 days from the point at which the individual is aware of the potential violation.

2. Organization, Staffing, Structure

Whatcom Council of Governments hired a new Executive Director. His name is Robert H. Wilson. His first day of work was April 23, 2012. Below is an updated organizational chart.

Whatcom Council of Governments 2013 Organization Chart



3. Complaints

No complaints received.

4. Planning: Accomplishment Report and Update

A. Monitoring and Review Process:

- *Describe the planning activities that are performed by the Regional Council.*

WCOG has three committees that are involved in the transportation planning process. Those are the Transportation Technical Advisory Committee (TTAC) Citizen Advisory Committee (CTAG), and the Whatcom Transportation Policy Board (WTPB).

The Transportation Technical Advisory Committee (TTAC) is comprised of technically qualified representatives from Whatcom County, municipalities, tribes, Washington Department of Transportation (WSDOT), Port of Bellingham and the Whatcom Transportation Authority. TTAC meets monthly to discuss regional transportation planning and project funding issues, and make recommendations to the Whatcom Transportation Policy Board (WTPB).

The Community Transportation Advisory Group (CTAG) is a citizen-based committee that meets monthly and advises the WTPB on the community's concerns to help reach a collaborative vision for Whatcom County's transportation system.

The Whatcom Transportation Policy Board (WTPB) is comprised of elected representatives from local governments and other taxing authorities (Whatcom Transportation Authority, Port of Bellingham), Tribal Council Members and the Washington State Department of Transportation. The WTPB consolidated the functions and duties of the previously separate MPO and RTPO Policy Boards. Its primary purpose is to achieve intergovernmental coordination in developing policies and programs of mutual benefit to its member jurisdictions concerning transportation and to identify project funding priorities. It is responsible for developing policy guidance for the region through the Whatcom Transportation Plan.

- *Describe the actions taken to promote Title VI compliance regarding planning activities, including monitoring and review processes, and their outcomes or status.*

None

B. Studies

- *Were any studies conducted during the reporting period that provided data relative to minority persons, neighborhoods, income levels, physical environments, and/or travel habits?*
- *If so, what type of assistance was provided to ensure that Title VI considerations were included in planning the studies?*

None

C. Draft TIPs

A draft Transportation Improvement Program (TIP) was released for public comment during the reporting period. Notification of the draft document was posted on the WCOG website and in the local newspaper of record. Public comments were solicited at one public hearing.

No Title VI related concerns or issues were raised at the public hearing.

D. Other Public Hearings

Five other public hearings were held during the reporting period. Four were to amend the Transportation Improvement Program and one was to adopt the updated Regional Transportation Plan. Notices of the public hearings were posted in the local newspaper of record.

E. Upcoming Year

We will start the planning process to update the next Regional Transportation Plan based on the new federal transportation bill (MAP-21) rules due later in the year. In addition, we plan to add a translator tool into the Whatcom Council of Governments website.

5. Environmental Affairs: Accomplishment Report and Update

A. Monitoring and Review Process

WCOG is not involved in Environmental Affairs.

B. Staff Responsible for Environmental Affairs

None

C. Environmental Impact Statements (EIS)

There were no EISs conducted during the reporting period.

D. Upcoming Year

Nothing planned at this time.

6. Consultant Contracts: Accomplishment Report and Update

A. Monitoring and Review Process

- *Briefly describe the process for issuing RFPs and soliciting consultants.*

WCOG uses the process described in the Washington State Department of Transportation Local Agency Guidelines Chapter 31 (Using Consultants) when issuing RFP and soliciting consultants. Refer to this link for further details: <http://www.wsdot.wa.gov/publications/manuals/fulltext/M36-63/Lag31.pdf>

- *Describe the actions taken to promote consultants' compliance with Title VI, including monitoring and review processes, and their outcomes or status. (I.e. are Title VI requirements included in all contracts*

and consultant agreements; were contractors and consultants annually reviewed to ensure compliance; are Title VI issues explained to contractors and consultants?)

None

B. Consultant Contracts

Sixteen (16) consultant contracts were in effect during the reporting period.

The dollar values of the contracts were: \$1,050; \$2,515; \$7,580; \$8,200; \$8,500; \$10,000; \$13,297; \$15,000; \$26,000; \$36,550; \$37,052; \$41,500; \$140,000; \$180,000; \$275,000; and \$358,200.

A separate list of DBE consultants based on the most current information from the Washington State Office of Minority and Women’s Business Enterprises website (www.omwbe.wa.gov) is not maintained.

C. Upcoming Year

Nothing planned at this time.

7. Education & Training: Accomplishment Report and Update

A. Monitoring and Review Process

Education and trainings are equally available to all employees. A log of employee education and trainings is kept and reviewed annually.

B. Staff Responsible for Coordinating Training

- *Identify staff by job title, ethnicity, and sex responsible for selecting which employees receive training.*

<i>Title</i>	<i>Ethnicity</i>	<i>Gender</i>
Executive Director	White	Male
Office Manager	Other	Female

C. Complaints

No complaints received.

D. NHI Training

WCOG staff did not attend NHI sponsored programs during the reporting period.

E. Title VI Training

No WCOG staff attended Title VI training provided by WSDOT or other civil rights training during the reporting period.

A. Upcoming Year:

Nothing planned at this time.