

**The Pinellas County  
Metropolitan Planning Organization**

**Title VI Program  
Related to Transportation Planning Activities  
April 1, 2013**



**[www.pinellascounty.org/mpo](http://www.pinellascounty.org/mpo)**

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**I. TITLE VI NONDISCRIMINATION POLICY STATEMENT**

The Pinellas County MPO assures the U.S. Department of Transportation and Florida Department of Transportation that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity. In addition, the Pinellas County MPO assures the Florida Department of Transportation that no person shall be discriminated on the basis of sexual orientation, in accordance with Pinellas County Code Chapter 70, as amended.

The Pinellas County MPO further agrees to the following responsibilities with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient's Executive Director;
2. Issue a policy statement signed by the Executive Director, which expresses a commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public;
3. Such information shall be published where appropriate in languages other than English;
4. Insert the clauses of *Appendix A* of this agreement in every contract subject to the Acts and the Regulations ;
5. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded to the FDOT District VII Title VI Coordinator;
6. Participate in training offered on Title VI and other nondiscrimination requirements;
7. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days; and
8. Have a process to collect racial and ethnic data on persons impacted by your agency's programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.

Dated 3/26/2013

by Sarah E. Ward

Sarah E. Ward, Interim Executive Director, Pinellas County MPO

## **I. OBJECTIVES**

As a direct recipient of Federal Transit Administration (FTA) funds, the Pinellas County Metropolitan Planning Organization (MPO) is required to submit a Title VI compliance report to the FTA Region 4 office every three years. This document highlights the MPO's efforts with regards to Title VI compliance.

Title VI of the Civil Rights Act prohibits discrimination on the basis of race, color or national origin in programs or activities receiving federal financial assistance. Presidential Executive Order 13166 addresses services to those individuals with limited English proficiency. Presidential Executive Order 12898 addresses environmental justice in minority and low-income populations. To address these federal requirements, the MPO has developed a Title VI Plan, a Limited English Proficiency Plan (LEP) and an Environmental Justice Plan. The following sections provide a summary of the MPO activities relating to those requirements.

## **II. GENERAL REQUIREMENTS**

As part of the Pinellas County Metropolitan Planning Organization (MPO) Title VI Program, the MPO maintains certain reporting requirements and provides the Florida Department of Transportation (FDOT), Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) the following information regarding these reporting requirements. In addition to the first 12 General Requirements below, which are required of all recipients of Federal aid, Metropolitan Planning Organizations must respond to additional requirements related to planning of federally funded transportation projects, and program administration, which are addressed at the end of this section.

### **Requirement to Provide Title VI Assurances**

The MPO will submit its Title VI Assurance as part of its Certifications and Assurances submission to FDOT, FHWA and FTA. The MPO will collect Title VI Assurances from sub recipients prior to passing through FTA funds. The federal fiscal year 2013 FTA Certifications and Assurances for the Pinellas County MPO were electronically pinned in TEAM on February 25, 2013, by Alicia Parinello.

### **Requirement to Prepare and Submit a Title VI Program**

The MPO, as the countywide transportation planning agency and FTA designated recipient, has a policy not to discriminate against any person with respect to an MPO program, activity or service. To ensure compliance with this policy, the MPO developed a Title VI Program pursuant to Title VI of the Civil Rights Act of 1964 as amended. The MPO's Title VI program defines what Title VI is, includes a written process on how to file a Title VI complaint should one arise, and describes the complaint investigation process.

## **Requirement to Notify Beneficiaries of Protection Under Title VI**

The MPO's policy is not to discriminate against any person with respect to an MPO program or service. This commitment is incorporated into all public outreach efforts to engage all segments of the population in the transportation planning process. The MPO actively provides information regarding its Title VI obligations to the public using a variety of methods. Information, such as reference to the FTA circulars and the MPO Title VI and LEP programs and complaint procedure, is available, upon request at the MPO office, on the MPO website and is provided to staff, citizens, consultants, subgrantees, and contracted transportation providers. Notice of non-discrimination policy is included in all MPO contracts, public meeting, and bid advertisements. The MPO requires of itself and each subgrantee and transportation provider to certify each year that there have been no Title VI complaints or lawsuits.

As a policy, MPO staff is educated on the Title VI requirements including how to assist a person who is limited English proficient. The FTA non-discrimination clauses are included in all consultant contracts and subgrantee agreements, as shown in Appendix A.

The Title VI notice to the public is included in Appendix B. The notice is available on the website and posted in the MPO office.

## **Requirement to Develop Title VI Complaint Procedures and Complaint Form**

The MPO has developed procedures for Title VI complaints that may be filed against the MPO and for making these procedures available to members of the public upon request. Subrecipients are required to have such procedures and shall be encouraged to adopt the MPO's complaint procedures.

A copy of the MPO's Title VI Complaint Procedures is included in Appendix C. The MPO Title VI Coordinator is Alicia Parinello, Planner, Pinellas County Metropolitan Planning Organization, 310 Court Street, Clearwater, FL 33756.

## **Requirement to Record and Report Title VI Investigations, Complaints, and Lawsuits**

In compliance with 49 CFR Section 21.9(b), the MPO (and any sub-recipient) shall prepare and maintain a list of any active investigations conducted by entities other than the FTA or FHWA, lawsuits, or complaints naming the MPO (or sub-recipient) alleging discrimination on the basis of race, color, national origin, sex, creed, disability or income status. This list shall include the date the investigation, lawsuit, or complaint was filed and received by the MPO, a summary of the allegation(s), the status of the investigation, lawsuit or complaint, and actions taken by the MPO (or sub-recipient) in response to the investigation, lawsuit, or complaint.

The MPO maintains a file for Title VI complaints, investigations and lawsuits. To date, there have been no Title VI complaints, investigations, or lawsuits filed against the MPO. A list is provided in Appendix D.

### **Requirement to Promote Inclusive Public Participation**

The MPO seeks out and considers viewpoints of low-income, minority, elderly, disabled, LEP, ethnic and religious groups in the course of conducting public outreach and involvement activities in regards to transportation planning activities. The MPO's has in place a Public Participation Plan, see Appendix E, which includes an objective to involve the traditionally underserved in transportation planning issues.

#### Public Outreach Activities:

- a. MPO Website and Publications: The MPO has developed a website that includes a host of information on MPO planning activities the Title VI and LEP programs. The Title VI complaint procedure and complaint forms are accessible on the website. MPO board meetings are broadcast live and are video archived on the website also. The MPO can supply most documents, upon request, in a variety of alternative formats. Documents that have a wide distribution such as the MPO brochure and Transportation Disadvantaged (TD) Program brochure have been translated to Spanish. When conducting public meetings and workshops, staff tries to anticipate the targeted audience and have translators and suitable materials in alternative formats available.
- b. Public Meetings/Workshops: Major MPO projects and studies may include a public workshop to provide opportunities for citizens to learn about various plans or programs and to provide comment. Workshops are held in public buildings that are accessible by PSTA buses. They are typically advertised through press releases, direct mailings, posters, webpage announcements and the *Tampa Bay Times*. Times, locations and methods for distributing information about the event are based on the location of the affected area and availability of individuals, businesses and other interested parties. All MPO sponsored meetings or workshops are conducted in ADA accessible locations and have readily available access to transit. Availability of language assistance stated in English and Spanish is included in each meeting and workshop notice.
- c. Public Hearings: The MPO conducts formal public hearings to provide opportunities for citizen input on MPO programs and transportation planning activities. Public hearings are conducted annually for the TD Program review, adoption of the Transportation Improvement Program, and the FTA Annual Program of Projects. Public hearings are also conducted for the Long Range Transportation Plan Updates and the Transportation Disadvantaged Program Service Plan Update. Public hearing notices are placed in the local general and

minority newspapers, are mailed and emailed to the MPO's mailing list, posted in the MPO office and on the website. Availability of language assistance in English and Spanish is included in each notice.

- d. Surveys: MPO staff utilizes survey instruments on its website, distributed through email and direct mail and at various workshops to collect public input. Direct mail surveys have been used to collect information from disadvantaged citizens receiving transportation service from the TD Program. Surveys are also used for the Long Range Transportation Plan updates. They are often tailored to garner information from targeted populations such as transit riders, the elderly or minority persons. Staff considers the needs of those who cannot read or write and will verbally read the survey and record the respondent's comments. Surveys have also been made available in alternative formats such as in large type, Braille and Spanish.

### **Requirement to Provide Meaningful Access to LEP Person**

The purpose of this limited English proficiency policy guidance is to clarify the responsibilities of recipients of federal financial assistance from the U.S. Department of Transportation (DOT) and assist them in fulfilling their responsibilities to limited English proficient (LEP) persons, pursuant to Title VI of the Civil Rights Act of 1964 and implementing regulations. It was prepared in accordance with **Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq.**, and its implementing regulations provide that no person shall be subjected to discrimination on the basis of race, color, or national origin under any program or activity that receives federal financial assistance.

### **Executive Order 13166**

Executive Order 13166 "Improving Access to Services for Persons With Limited English Proficiency," reprinted at 65 FR 50121 (August 16, 2000), directs each Federal agency that is subject to the requirements of Title VI to publish guidance for its respective recipients clarifying that obligation. Executive Order 13166 further directs that all such guidance documents be consistent with the compliance standards and framework detailed in the Department of Justice's (DOJ's) Policy Guidance entitled "Enforcement of Title VI of the Civil Rights Act of 1964--National Origin Discrimination Against Persons With Limited English Proficiency." (See 65 FR 50123, August 16, 2000 DOJ's General LEP Guidance). Different treatment based upon a person's inability to speak, read, write or understand English may be a type of national origin discrimination.

Executive Order 13166 applies to all federal agencies and all programs and operations of entities that receive funding from the federal government, including state agencies, local agencies and governments such as the MPO, private and non-profit entities and subrecipients.

## Plan Summary

The Pinellas County Metropolitan Planning Organization (MPO) has developed this Limited English Proficiency Plan (LEP) to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to MPO programs as required by Executive Order 13166. A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write or understand English.

This plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training staff, how to notify LEP persons that assistance is available and information for future plan updates.

In developing the plan while determining the MPO's extent of obligation to provide LEP services, the MPO undertook a U.S. Department of Transportation four factor LEP analysis which considers the following: 1) The number or proportion of LEP persons eligible in the county to be served or likely to encounter an MPO program, activity or service; 2) the frequency with which LEP individuals come in contact with an MPO program; 3) the nature and importance of the program, activity or service provided by the MPO to the LEP population; and 4) the resources available to the MPO and overall costs to provide LEP assistance. A brief description of these considerations is provided in the following section.

### Four Factor Analysis:

#### **1. The number or proportion of LEP persons eligible to be served or likely to encounter an MPO program, activity or service.**

The MPO examined the US Census Bureau's 2006-2010 American Community Survey data and was able to determine that approximately 12.8%, or 112,361, of the Pinellas County population age 5 and older spoke a language other than English at home and 5.5%, or 48,164, reported that they speak English "less than very well". Hispanics comprised the largest non-English speaking language group. There were 48,697 Hispanic/Latinos or 5.5% who spoke a language other than English at home and 2.6%, or 22,675, said that they speak English less than very well.

#### **2. The frequency with which LEP individuals come in contact with an MPO program, activity or service.**

The MPO assesses the frequency at which staff has or could possibly have contact with LEP persons. This includes documenting phone inquiries and surveying public meeting attendees. From January 1, 2006 to Dec 31, 2011, the MPO recorded 14 requests for language assistance: two for informal Spanish speaking interpretation, one for informal Spanish translation of an MPO document, two requests for American Sign Language, one for Braille translation of an MPO document and eight



requests for staff to read a document because the persons were unable to read. All requests received were fulfilled.

### **3. The nature and importance of the program, activity or service provided by the MPO to LEP community.**

Since there is a large geographic concentration of Hispanics in Clearwater, the MPO contacted the YWCA Hispanic Outreach Operation (Centro de Apoyo Hispano de YWCA) in Clearwater, for help in identifying which MPO programs would be of importance to a Hispanic LEP person. The Hispanic Outreach Operation identified transportation as a major concern for their clients stating many do not drive and rely on public transit, walking or biking. To help accommodate the Hispanic population, the county's transit operator, the Pinellas Suncoast Transit Authority (PSTA), has translated its system route map and many brochures and the MPO has also translated several bicycle and pedestrian safety brochures into Spanish.

Many Hispanic Outreach Operation clients are economically disadvantaged and are eligible to receive low cost transportation services through the MPO's Transportation Disadvantaged Program (TD) Program. PSTA, as the TD Program's management entity, and its taxi cab and wheelchair provider subcontractors, has Spanish speaking staff readily available to provide language assistance. The TD Program was identified as a potential provider of important services for the Hispanic LEP.

### **4. The resources available to the MPO and overall costs.**

The MPO assessed its available resources that could be used for providing LEP assistance. This included identifying what staff and volunteer language interpreters (see Appendix B) are readily available, how much a professional interpreter and translation service would cost, which documents should be translated, taking an inventory of available organizations that the MPO could partner with for outreach and translation efforts, examining which financial and in-kind sources could be used to provide assistance and what level of staff training is needed.

After analyzing the four factors the MPO developed the plan outlined in the following section for assisting persons of Limited English Proficiency.

## **How to Identify an LEP Person who Needs Language Assistance**

Below are tools to help identify persons who may need language assistance:

- Examine records requests for language assistance from past meetings and events to anticipate the possible need for assistance at upcoming meetings;
- When MPO sponsored workshops or conferences are held, set up a sign-in sheet table, have a staff member greet and briefly speak to each attendee. To

informally gage the attendee's ability to speak and understand English, ask a question that requires a full sentence reply;

- Have the Census Bureau's "I Speak Cards" at the workshop or conference sign-in sheet table. While staff may not be able to provide translation assistance at this meeting, the cards are an excellent tool to identify language needs for future meetings. Also, have the cards available at the MPO office reception area; and
- Post a notice of available language assistance at MPO and GPTMS reception area.

### **Language Assistance Measures**

When an interpreter is needed, in person or on the telephone, the MPO shall first determine what language is required. Staff can provide Farsi, Hungarian, German, and American Sign Language informal verbal interpretation. Spanish V/TDD service is available through the Pinellas County Office of Human Rights. The phone number is 727-464-4062 (V/TDD).

Staff may be able to assist with written communications and small MPO document translation requests from LEP persons.

The following MPO documents are currently available in Spanish: Bicycle Safety Poster, MPO brochure, Transportation Disadvantaged Program brochure, application survey and the Title VI complaint form.

### **MPO Staff Training**

All MPO staff is provided with the LEP Plan and educated on procedures and services available. This information will also be part of the MPO staff orientation process for new hires. Training topics are listed below:

- Understanding the Title VI LEP responsibilities;
- What language assistance services the MPO offers;
- Use of LEP "I Speak Cards";
- How to access a staff interpreter;
- Documentation of language assistance requests;
- How to handle a complaint; and

- The importance of educating subrecipients on the MPO's LEP program responsibilities and their obligation to provide language assistance.

### **Providing Notice of Available Language Service to LEP Persons**

- Post signs that language assistance is available in public.

### **Outreach Techniques**

- If staff knows that they will be presenting a topic that could be of potential importance to an LEP person or if staff will be hosting a meeting or a workshop in a geographic location with a known concentration of LEP persons, meeting notices, fliers, advertisements and agendas will be printed in an alternative language, such as Spanish.
- When placing a general public meeting notice, staff will insert "**Un traductor del idioma español estará disponible**". This means "A Spanish translator will be available". Or if not sure of the need, staff should insert, "**Si usted necesita la ayuda de un traductor del idioma español, por favor comuníquese con la** (insert staff name) **al teléfono (727) 464-8200, cuando menos 48 horas antes de la junta**" which asks persons who need Spanish language assistance to make arrangements with the MPO within two days of the publication notice.
- Spanish speaking staff or a hired interpreter should be on hand at public meetings intended for gathering public input.

### **Monitoring and Updating the LEP Plan**

At a minimum, the MPO will follow the Title VI Program update schedule for the LEP Plan. The next required Title VI Program update must be forwarded to the FTA by April 1, 2013. The questions listed below will be considered in updating the LEP Plan.

- How many LEP persons were encountered?
- Were their needs met?
- What is the current LEP population in Pinellas County?
- Has there been a change in the types of languages where translation services are needed?
- Is there still a need for continued language assistance for previously identified MPO programs and are there other programs that should be included?

- Have the MPO's available resources, such as technology, staff and financial costs changed?
- Has the MPO fulfilled the goals of the LEP Plan?
- Were any complaints received?

### **Dissemination of the MPO Limited English Proficiency Plan**

The MPO posts the LEP Plan on its website at [www.pinellascounty.org/mpo](http://www.pinellascounty.org/mpo).

Any person, including social service, non-profit and law enforcement agencies and other community partners with internet access will be able to access the plan. For those without personal internet service, all Pinellas County libraries offer free internet access. Copies of the LEP Plan are provided to the Pinellas County Office of Human Rights, the Florida Department of Transportation, Federal Highway Administration, the Federal Transit Administration and any person or agency requesting a copy. Each MPO subrecipient is provided a copy and informed of the importance of providing language assistance. LEP persons may obtain copies/translations of the plan upon request.

Any questions or comments regarding this plan should be directed to MPO staff at 727-464-8200 or [mpo@pinellascounty.org](mailto:mpo@pinellascounty.org).

LEP APPENDIX A

<b>2010 PINELLAS COUNTY POPULATION</b>		
<b>General Characteristics</b>	<b>Estimate</b>	<b>Percent</b>
Total Pinellas County Population	916,542	
Male	440,009	48.0
Female	476,533	52.0
Median age (years)	46.2	(X)
Under 5 years	42,349	4.6
18 years and over	753,654	82.2
65 years and over	194,099	21.2
One race	896,526	97.8
White	752,892	82.1
Black or African American	94,745	10.3
Hispanic or Latino (of any race)	73,241	8.0
American Indian and Alaska Native	2,892	0.3
Asian	27,229	3.0
Native Hawaiian and Other Pacific Islander	810	0.1
Some other race	18,039	2.0
Two or more races	20,016	2.2
Disability status (population 5 years and over)	N/A	

Source: US Census Bureau 2010 Census

An '(X)' means that the estimate is not applicable or not available from the US Census Bureau

<b>Economic Characteristics</b>	<b>Estimate</b>	<b>Percent</b>
In labor force (population 16 years and over)	463,533	60
Mean travel time to work in minutes (workers 16 years and over)	23	(X)
Median household income (in 2010 inflation-adjusted dollars)	62,977	(X)
Median family income (in 2010 inflation-adjusted dollars)	45,258	(X)
Per capita income (in 2010 inflation-adjusted dollars)	28,742	(X)
Families below poverty level	(X)	8.1
Individuals below poverty level	(X)	12.1

Source: US Census Bureau 2006-2010 American Community Survey

An '(X)' means that the estimate is not applicable or not available from the US Census Bureau

<b>2006-2010 LANGUAGES SPOKEN AT HOME</b>		
<b>Pinellas County Population 5 years and over</b>	<b>875,432</b>	
Speak English only	763,071	87.2%
Language other than English spoken at home	112,361	12.8%
Speak English less than "very well"*	48,164	5.5%
<b>Hispanic/Latino</b>		
Hispanic/Latino's 5 years and over who speak Spanish at home	48,697	5.6%
Speak English less than "very well"*	22,675	2.6%
<b>Asian and Pacific Islander languages</b>		
Persons 5 years and over who speak Asian and Pacific Islander languages at home	18,072	2.1%
Speak English less than "very well"*	10,070	1.2%
<b>Other Languages</b>		
Persons 5 years and over who speak other languages at home	3,240	0.4%
Speak English less than "very well"*	829	0.1%

Source: US Census Bureau 2006-2010 American Community Survey

\*Of total population

### **Minority Representation on Planning and Advisory Bodies**

Title 49 CFR Section 21.5(b)(1)(vii) states that a recipient may not, on the grounds of race, color, or national origin, “deny a person the opportunity to participate as a member of a planning, advisory, or similar body which is an integral part of the program.”

The MPO continues to strive to ensure that its advisory committees reflect the demographic composition of Pinellas County. To compensate for or supplement the membership of the advisory committees, the MPO has conducted targeted outreach to minority and low income populations. For example, the MPO has reached out to Pinellas County’s Hispanic Outreach Center, the City of Clearwater’s YWCA Hispanic Outreach Operation (Centro de Apoyo Hispano de YWCA), the Clearwater Police Department’s Hispanic outreach officer, the Tampa Bay Black Business Investment Corporation and the Hispanic Business Initiative Fund of Florida (HBIF). While the CAC has not gained any Hispanic CAC members, it did gain an African American member in June 2012, increasing the African American representation from 0% in 2009 to 4.24% in 2012. He has continued to be an active member as of January 2013. The percentage of female CAC members has also increased from 22% in 2009 to 24% in 2012. MPO staff continues to reach out to minority and low income populations in order to achieve CAC representation that more closely mirrors that of Pinellas County, which is approximately 10.3% African American, 86.39% White, .01% Native-Hawaiian or Other Pacific islander, .3% American Indian and Alaska Native, and 3% Asian.

Tables depicting the membership of non-elected committees are included as Appendix F.

### **Providing Assistance to Subrecipients**

Title 49 CFR Section 21.9(b) states that if “a primary recipient extends Federal financial assistance to any other recipient, such other recipient shall also submit such compliance reports to the primary recipient as may be necessary to enable the primary recipient to carry out its obligations under this part.” Primary recipients should assist their subrecipients in complying with DOT’s Title VI regulations, including the general reporting requirements. Assistance shall be provided to the subrecipient as necessary and appropriate by the primary recipient. Primary recipients should provide the following information to subrecipients; such information, forms, and data may be kept in a central repository and available for all subrecipients:

- a. Sample notices to the public informing beneficiaries of their rights under DOT’s Title VI regulations, procedures on how to file a Title VI complaint, and the recipient’s Title VI complaint form.

b. Sample procedures for tracking and investigating Title VI complaints filed with a subrecipient, and when the primary recipient expects the subrecipient to notify the primary recipient of complaints received by the subrecipient.

c. Demographic information on the race and English proficiency of residents served by the subrecipient. This information will assist the subrecipient in assessing the level and quality of service it provides to communities within its service area and in assessing the need for language assistance.

d. Any other recipient-generated or obtained data, such as travel patterns, surveys, etc., that will assist subrecipients in complying with Title VI.

MPO Education:

- Each subrecipient/subgrantee is provided with plan documents and/or internet links to the MPO's Title VI plan. The plan includes information on informing their beneficiaries of their rights under Title VI and procedures on how to file a complaint. The MPO can also provide demographic information upon request.
- All JARC and New Freedom subgrantees are provided a binder with all applicable FTA circulars including Title VI C 4702.1B.

### **Monitoring Subrecipients**

In accordance with 49 CFR 21.9(b), and to ensure that subrecipients are complying with the DOT Title VI regulations, primary recipients must monitor their subrecipients for compliance with the regulations. Importantly, if a subrecipient is not in compliance with Title VI requirements, then the primary recipient is also not in compliance.

a. In order to ensure the primary and subrecipient are in compliance with Title VI requirements, the primary recipient shall undertake the following activities:

(1) Document its process for ensuring that all subrecipients are complying with the general reporting requirements of this circular, as well as other requirements that apply to the subrecipient based on the type of entity and the number of fixed route vehicles it operates in peak service if a transit provider.

(2) Collect Title VI Programs from subrecipients and review programs for compliance. Collection and storage of subrecipient Title VI Programs may be electronic at the option of the primary recipient.

(3) At the request of FTA, in response to a complaint of discrimination, or as otherwise deemed necessary by the primary recipient, the primary recipient shall



request that subrecipients who provide transportation services verify that their level and quality of FTA C 4702.1B Chap. III-11 service is provided on an equitable basis. Subrecipients that are fixed route transit providers are responsible for reporting as outlined in Chapter IV of this Circular.

#### MPO Enforcement:

- Each MPO subrecipient/subgrantee contract or agreement includes the Civil Rights clauses (see Appendix A) and the internet link to the MPO's Title VI plan.
- Each subgrantee is required to certify annually that their organization has not had any Title VI complaints or active lawsuits with respect to service or other transit benefits.
- The MPO Title VI Officer monitors the flow down of Title VI requirements associated with the subrecipient/subgrantee's third party contracts.
- The MPO Title VI Officer collects Title VI Programs from subrecipients and reviews programs for compliance.

b. When a subrecipient is also a direct recipient of FTA funds, that is, applies for funds directly from FTA in addition to receiving funds from a primary recipient, the subrecipient/direct recipient reports directly to FTA and the primary recipient/designated recipient is not responsible for monitoring compliance of that subrecipient. The supplemental agreement signed by both entities in their roles as designated recipient and direct recipient relieves the primary recipient/designated recipient of this oversight responsibility.

#### **Determination of Site or Location of Facilities**

Title 49 CFR Section 21.9(b)(3) states, "In determining the site or location of facilities, a recipient or applicant may not make selections with the purpose or effect of excluding persons from, denying them the benefits of, or subjecting them to discrimination under any program to which this regulation applies, on the grounds of race, color, or national origin; or with the purpose or effect of defeating or substantially impairing the accomplishment of the objectives of the Act or this part." Title 49 CFR part 21, Appendix C, Section (3)(iv) provides, "The location of projects requiring land acquisition and the displacement of persons from their residences and businesses may not be determined on the basis of race, color, or national origin."

Per FTA Circular 4702.1B, "facilities" included in this provision are defined narrowly to exclude bus shelters, which are transit amenities; or larger projects such as bus stations or guideways subject to the NEPA process. Rather this section includes, but is not limited to, storage facilities, maintenance facilities, operations centers, etc.

The MPO acknowledges its responsibility to complete a Title VI equity analysis during the planning stage with regard to where a project is located or sited to ensure the location is selected without regard to race, color, or national origin. This process would include outreach to persons potentially impacted by the siting of facilities. The Title VI equity analysis would compare the equity impacts of various siting alternatives, and occur before the selection of the preferred site.

#### **Requirement to Provide Additional Information Upon Request**

The MPO will provide information other than that required by Circular 4702.1B to FTA upon request, should it be necessary to investigate complaints of discrimination or to resolve concerns about possible noncompliance with Title VI.

### **IV. REQUIREMENTS SPECIFIC TO METROPOLITAN PLANNING ORGANIZATIONS**

#### **Requirement that Metropolitan Planning Activities Comply Title VI**

The MPO recognizes that all metropolitan transportation planning activities must comply with 49 U.S.C. Section 5303, Metropolitan Transportation Planning, as well as subpart C of 23 CFR part 450, Metropolitan Transportation Planning and Programming. In its regional transportation planning capacity, the MPO will submit to FDOT, FTA and FHWA:

**a) All requirements set out in Chapter III (General Requirements);**

Section III (General Requirements) above.

**b) A demographic profile of the metropolitan area;**

Pinellas County has the highest population density of any county in the state, with approximately 3,100 people per square mile. Population growth in Pinellas County decreased slightly in the past decade, resulting in a permanent population of 916,542 in 2010. The median age of residents increased to 46.3, higher than the national average, and the average household size continued to decline to 2.16, with families making up about 56.3% of all households. In addition, 67.4% of households were owner-occupied and 17.4% of housing units were vacant.

Of the total population, more than 21% is comprised of minority populations. This is an increase of over 5.5% since 2000. The table below shows the demographic makeup of Pinellas County and the changes that have taken place from 2000 to 2010.

	<b>2000 Total Population</b>	<b>2010 Total Population</b>	<b>% Increase in Population from 2000</b>	<b>% of Total Population in 2000</b>	<b>% of Total Population in 2010</b>
<b>Black or African American</b>	82,384	94,745	15.00%	8.94%	10.28%
<b>Asian</b>	18,783	27,148	44.53%	2.04%	3%
<b>American Indian and Alaska Native</b>	2,719	2,892	6.36%	0.30%	0.31%
<b>Native Hawaiian or Other Pacific Islander</b>	484	810	67.36%	0.05%	0.09%
<b>Hispanic</b>	42,128	73,241	73.85%	4.57%	7.95%
<b>Total Minority Population</b>	146,498	198,836	35.73%	15.90%	21.58%
<b>Total Permanent Population</b>	921,482	916,542	-0.54%		

Source: 2010 Decennial Census

Based on data retrieved from the 2006-2010 American Community Survey 5-Year Estimates, an analysis of low-income populations was conducted for Pinellas County. The overall rate of poverty in Pinellas County in 2010 was 12.1%. This compares to a rate of about 10% in 1999. Looking at poverty from an age perspective, the average poverty level by census tract for those under 18 years of age is 16.1%, compared with 11.6% for those aged 18-65 and 10.1% for those over age 65 years of age. A look at poverty level by ethnicity shows that individuals that identify as being a part of a minority group in Pinellas County are more likely to be in poverty than those that identify as White Alone. The table below provides a summary analysis of the relationship between ethnicity and poverty in Pinellas County.

<b>Summary Data Analysis</b>				
<b>Population Group</b>	<b>Total Population for Poverty Determination</b>	<b>Population Below Poverty Level</b>	<b>Percent of Population Below Poverty Level</b>	<b>Median Income for Population or Group</b>
Black or African American	90,713	24,890	27.44%	\$31,476.00
Hispanic or Latino	67,087	12,572	18.74%	\$39,754.00
Asian	27,486	3,232	11.76%	\$49,397.00
American Indian and Native	2,020	442	21.88%	\$36,536.00

Alaskan				
Native Hawaiian or Other Pacific Islander	796	214	26.88%	\$37,012.00
White Alone	756,479	75,253	9.95%	\$46,972.00

Source: 2006-2010 American Community Survey 5-Year Estimates: Poverty Status in the Past 12 Months

**c) A description of the procedures by which the mobility needs of minority populations are identified and considered within the planning process;**

Among the objectives of the Public Participation Plan are to “Involve traditionally underserved persons, including minority, low-income and elderly citizens or those addressed by the Americans with Disabilities Act (ADA) in the development and review of transportation plans and projects” and to “Seek out and consider the needs of those traditionally underserved by existing transportation systems, including but not limited to, low-income and minority households in an effort to ensure that the requirements of Title VI and Environmental Justice have been met.”

The MPO has developed a Census-based Environmental Justice (EJ) profile identifying the locations of the EJ population groups and conducts targeted public outreach in those areas. For the 2040 Plan outreach, MPO staff will utilize this information to ensure traditionally underserved citizens have ample opportunity to participate in the planning process. To help engage minority populations, the MPO has previously reached out to Pinellas County’s Hispanic Outreach Center, the City of Clearwater’s YWCA Hispanic Outreach Operation (Centro de Apoyo Hispano de YWCA), the Clearwater Police Department’s Hispanic outreach officer, the Tampa Bay Black Business Investment Corporation and the Hispanic Business Initiative Fund of Florida (HBIF). In addition, the MPO continues to strive to ensure that its advisory committees reflect the demographic composition of Pinellas County. The Citizens Advisory Committee gained an African American member in 2012, increasing African American representation from 0% in 2009 to 4.24% in 2012. This member continued to be an active member as of January 2013. The percentage of female CAC members has also increased from 22% in 2009 to 24% in 2012.

The MPO gauges the level of involvement by low-income and minority citizens in the number of meaningful responses they provide to MPO staff at public events and meetings within their neighborhoods. Having staff interact with these groups when such events or meetings are held within their neighborhoods has proven to be the best method of ensuring their participation in the MPO public involvement process. Another strategy that has proven very effective has been to coordinate with case workers affiliated with social service organizations that work with underserved citizens to meet their sustenance needs. MPO staff has participated in social service case worker meetings and training forums as part of its Transportation Disadvantaged Program

activity and through these opportunities have been able to better assess the transportation needs and concerns of low-income and minority residents.

**d) Demographic maps that show the impacts of the distribution of State and Federal funds in the aggregate for public transportation projects;**

As a part of the development of the Long Range Transportation Plan (LRTP), the MPO performs an Environmental Justice analysis: a spatial analysis to identify levels of transportation investment in areas of the county with high minority and low income populations. Census tracts were utilized to conduct the analysis, with data provided by the Decennial Census and the American Community Survey. The transportation projects analyzed are those that are identified as being Cost Feasible in the adopted 2035 LRTP. The maps from the 2035 LRTP showing the impacts of these Cost Feasible investments relative to identified Environmental Justice areas are included below. Environmental Justice areas are defined as those census tracts where either the minority population exceeds 17.98% of the population and/or the population below the poverty line is greater than 20%. For the purposes of this analysis, data from the year 2000 was utilized.

As part of the development of the 2040 LRTP, the MPO will be conducting a new Environmental Justice analysis, utilizing data from the 2010 Decennial Census. The 2040 Plan is scheduled to be adopted in December 2014.

See Figures 1 through 6.

# FIGURE 1 ENVIRONMENTAL JUSTICE

Minority and  
Low-Income Areas

**LEGEND**

- Traffic Analysis Zones (TAZ)
- Minority/Low-Income TAZ
- Low-Income TAZ
- Minority TAZ

*Gulf  
of  
Mexico*

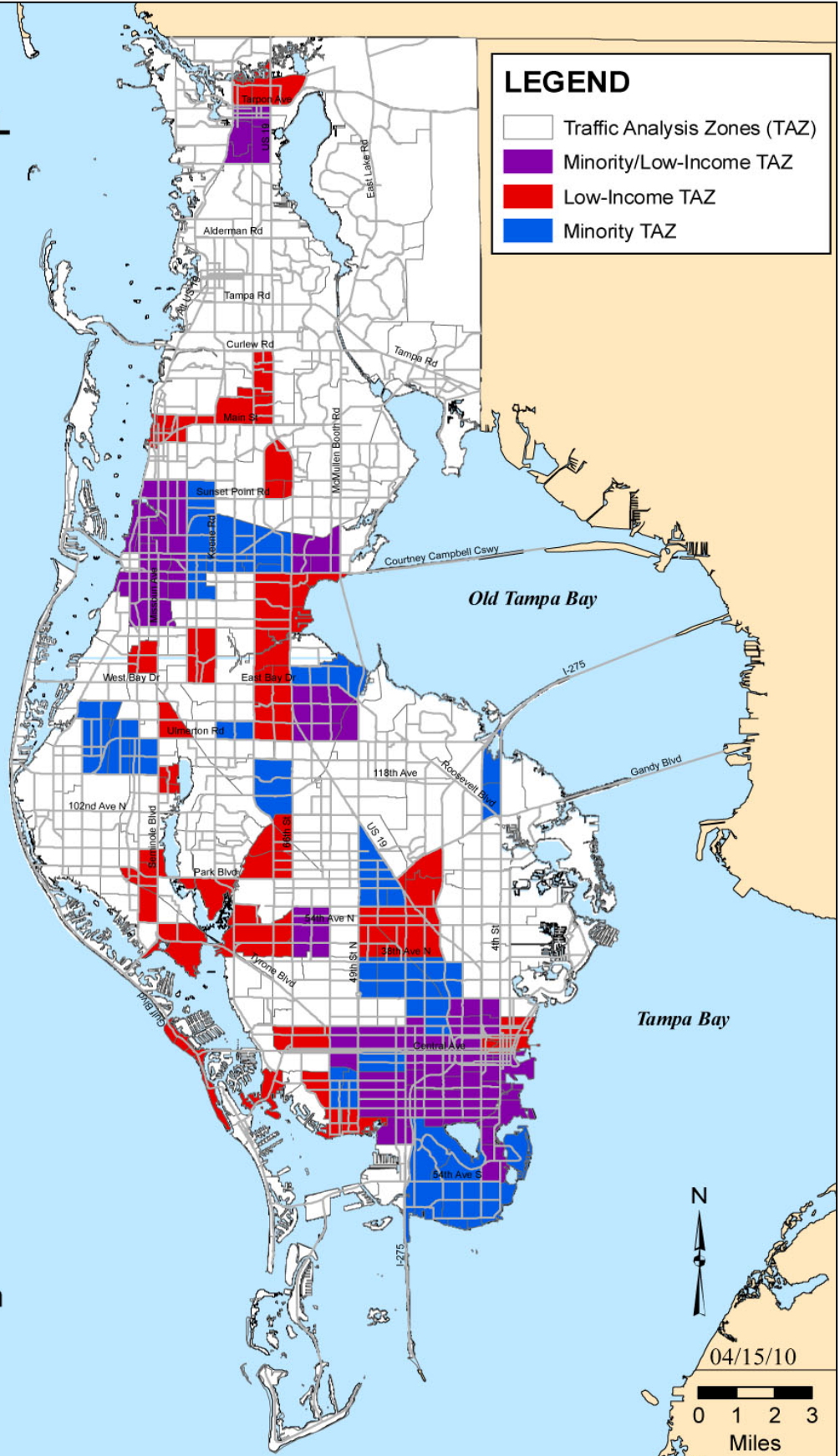
*Old Tampa Bay*

*Tampa Bay*

**2035 Long Range  
Transportation Plan**



Pinellas County MPO





# FIGURE 2 ENVIRONMENTAL JUSTICE

Transportation  
Improvement  
Program Projects  
(2009/10-2013/14)

**Legend**

-  Road Projects
-  Project Reference
-  Roads
-  Environmental Justice Zone

Gulf of Mexico

Tampa Bay

2035 Long Range  
Transportation Plan



Pinellas County MPO

04/14/10



# FIGURE 3 ENVIRONMENTAL JUSTICE

Cost Feasible Projects  
2015 - 2035

Gulf of Mexico

Tampa Bay

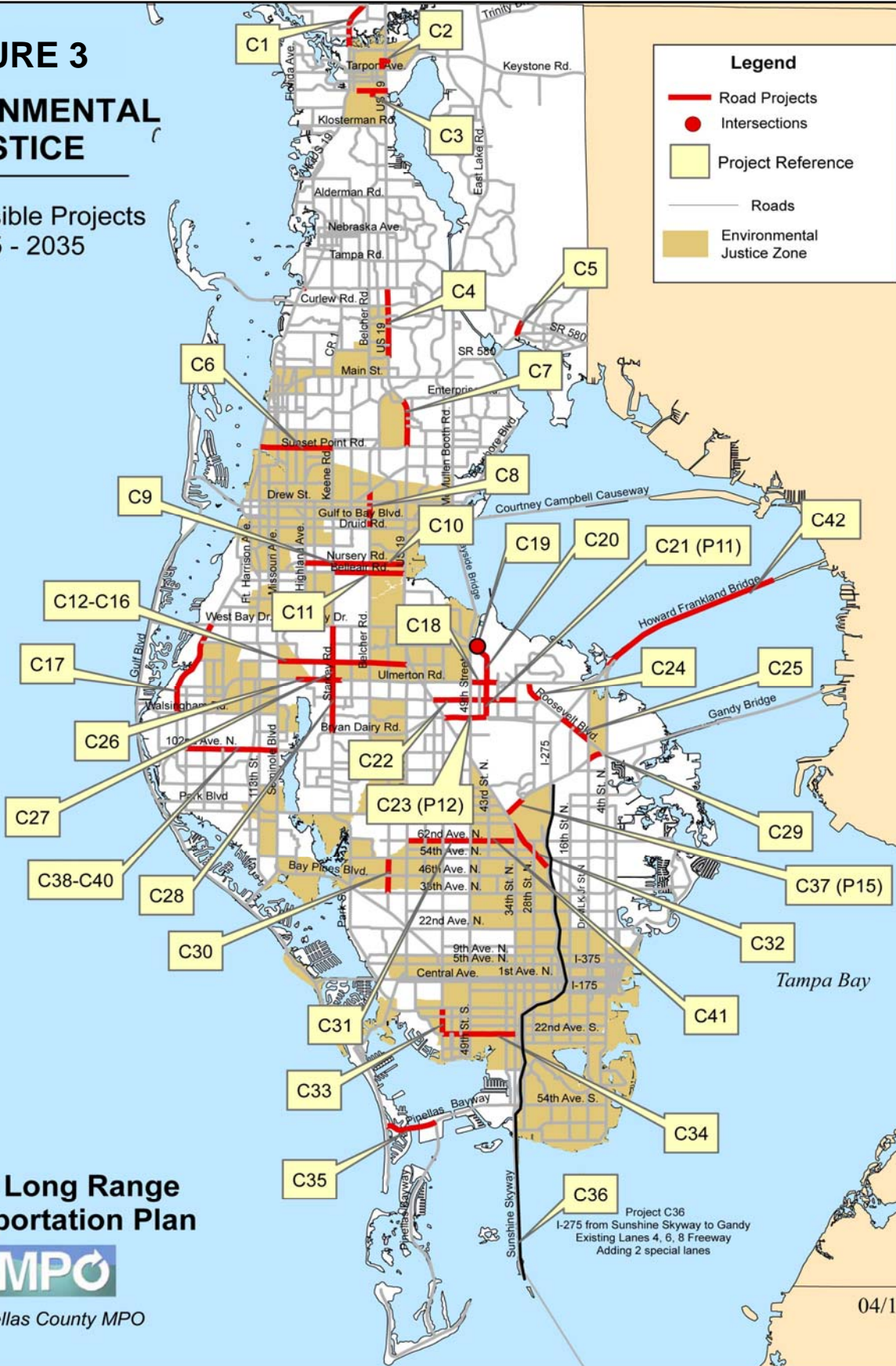
2035 Long Range  
Transportation Plan



Pinellas County MPO

**Legend**

- Road Projects
- Intersections
- Project Reference
- Roads
- Environmental Justice Zone










Project C36  
I-275 from Sunshine Skyway to Gandy  
Existing Lanes 4, 6, 8 Freeway  
Adding 2 special lanes

04/15/10



**FIGURE 4**  
**ENVIRONMENTAL JUSTICE**  
 Cost Feasible Plan  
 Rail Network

**LEGEND**

-  Rail Transit
-  Unfunded Rail
-  Unfunded Rail
-  Rail Park and Ride
-  Rail Station
-  Other Planned Rail
-  Environmental Justice Zone

Gulf of Mexico

Old Tampa Bay

Tampa Bay

2035 Long Range  
 Transportation Plan



Pinellas County MPO



04/15/10



# FIGURE 5 ENVIRONMENTAL JUSTICE

Cost Feasible  
Premium Bus  
Network

## LEGEND

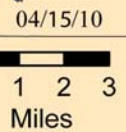
- A
- B
- C
- D
- E
- F
- G
- H
- Premium Bus Lines
- L
- M
- N
- O
- P
- Q
- R
- T
- Enhanced Local Service
- Top Ten Routes Enhanced
- Existing Park and Rides
- Environmental Justice Zone

Gulf of Mexico

Old Tampa Bay

Tampa Bay

2035 Long Range  
Transportation Plan





# FIGURE 6 ENVIRONMENTAL JUSTICE

## Cost Feasible Trailways Network

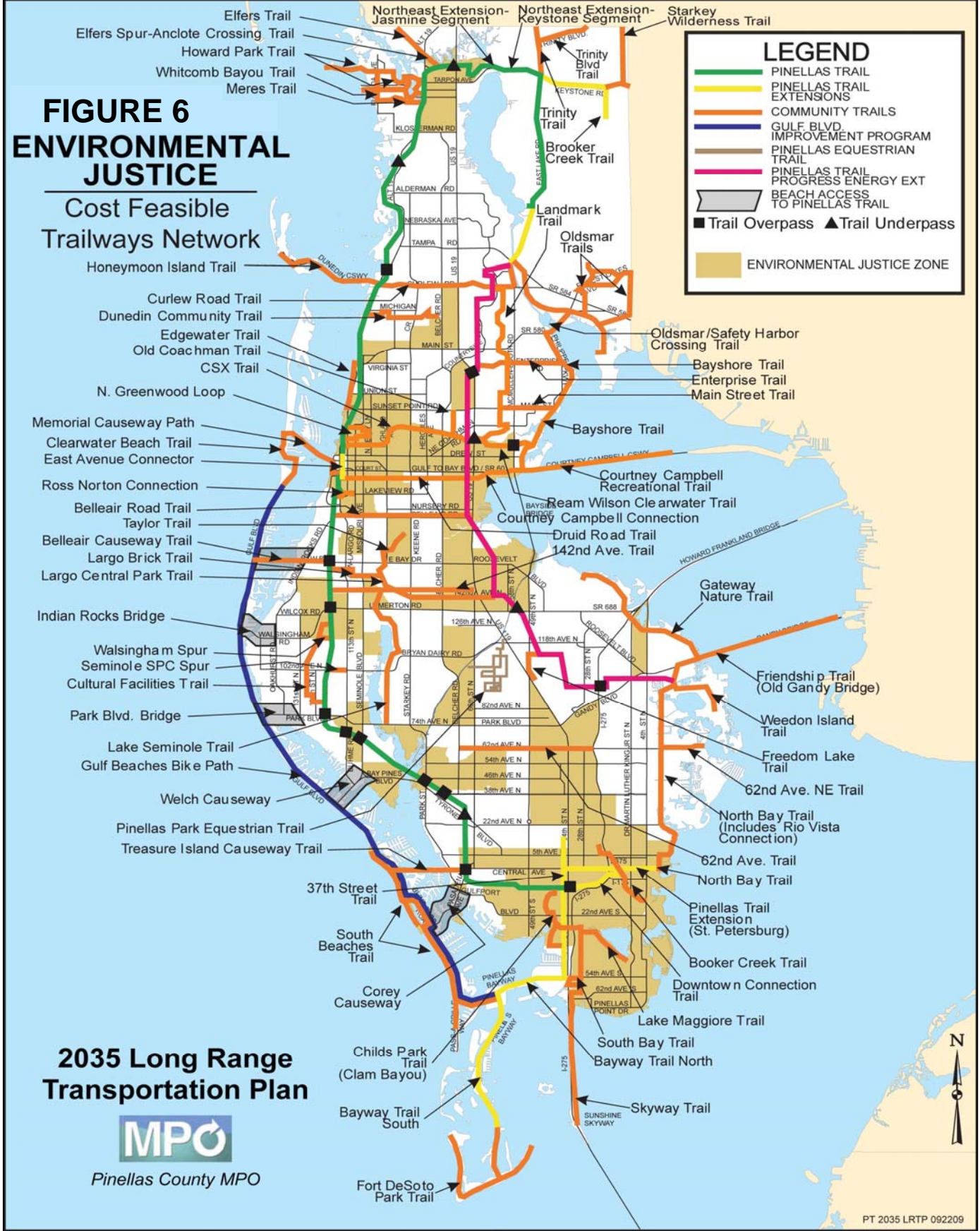
2035 Long Range  
Transportation Plan



Pinellas County MPO

**LEGEND**

- PINELLAS TRAIL
- PINELLAS TRAIL EXTENSIONS
- COMMUNITY TRAILS
- GULF BLVD IMPROVEMENT PROGRAM
- PINELLAS EQUESTRIAN TRAIL
- PINELLAS TRAIL PROGRESS ENERGY EXT
- BEACH ACCESS TO PINELLAS TRAIL
- Trail Overpass ▲ Trail Underpass
- ENVIRONMENTAL JUSTICE ZONE



**e) Analysis of the MPO's transportation system investments that identifies and addresses any disparate impacts;**

The results of the EJ spatial analysis indicate there is a noticeably higher investment per capita in Non-EJ zones for the Cost Feasible highways, rail network and trailways projects. However, these results do not represent an overall disproportionate investment toward Non-EJ zones when the benefits of the investments are considered. With respect to highways and rail, most of the major investments are intended to improve access to the three major activity centers in the County (central Clearwater, Gateway and downtown St. Petersburg) or serve inter-county travel.

A significant portion of the highway dollars are going to projects that support inter-county travel and facilities that improve access to regional facilities. The drivers and bus patrons who use these facilities will all benefit from these improvements, which include reconstructing the northbound section of the Howard Frankland Bridge, a significant investment in the area of Roosevelt Boulevard and other facilities to improve access to and from I-275, and an investment in Gandy Boulevard to improve connections to I-275 and the Gandy Bridge. None of these major investments fall within EJ zones, but all of them provide significant benefits to EJ populations.

With respect to the Cost Feasible rail network, the rationale for the initial investments leading up to 2035 is to serve the three major activity centers in Pinellas County and to connect to Hillsborough County via I-275. The rail network, along with the supporting bus network will provide EJ and Non-EJ populations access to these very important employment, civic and cultural destinations. This is especially true for connecting EJ populations in central St. Petersburg and Clearwater to Gateway and areas in between. For the transit dependent, the rail access across Tampa Bay will provide new access to employment opportunities that currently do not exist.

The trailways network has relatively limited investments in EJ zones due to the fact that much of the previous investment in the trailways network has already been in areas with a significant EJ population. Finishing the Pinellas Trail Loop is the highest priority and highest dollar project. Much of the work left to complete that loop is in Non-EJ areas. With respect to the PSTA Transit Development Plan (TDP), the investments emphasize greatly enhanced bus service, providing more frequent buses and longer hours of service. There is a higher spending per capita in EJ zones than in Non-EJ zones for the TDP improvements to the PSTA local bus network. This will provide local mobility benefits for the transit dependent and choice riders who are members of the EJ population of Pinellas County. See Figure 7.

**Figure 7**

**Transportation Investment Per Capita**

	<b>EJ Areas</b>	<b>Non-EJ Areas</b>	<b>Total</b>
Population	357,000	564,482	921,482
Percent of Population	39%	61%	100%
<b>Other Planning Documents</b>			
2009/10-2013/14 TIP	\$250,301,379	\$396,687,349	\$646,988,728
Per Capita Funding	\$701.12	\$702.75	\$702.12
PSTA TDP	\$34,401,321	\$35,338,679	\$69,740,000
Per Capita Funding	\$96.36	\$62.60	\$75.68
<b>2035 Long Range Transportation Plan</b>			
Cost Feasible Highways	\$263,608,002	\$1,205,511,998	\$1,469,120,000
Per Capita Funding	\$738.40	\$2,135.61	\$1,594.30
Cost Feasible Rail Network	\$567,822,218	\$3,083,931,610	\$3,651,753,828
Per Capita Funding	\$1,590.54	\$5,463.29	\$3,962.91
Cost Feasible Premium Bus	\$46,206,865.02	\$87,853,134.98	\$134,060,000
Per Capita Funding	\$129.43	\$155.63	\$145.48
Cost Feasible Trailways	\$15,793,218	\$125,724,456	\$141,517,674
Per Capita Funding	\$44.24	\$222.73	\$153.58
Total LRTP Investment	\$893,430,303	\$4,503,021,199	\$5,396,451,502
Per Capita Funding	\$2,502.61	\$7,977.26	\$5,856.27

**f) Description of the procedures the agency uses to ensure nondiscriminatory pass-through of FTA financial assistance;**

The MPO passes federal funds to sub-recipients without regard to race, color or national origin and the MPO assures that minority populations are not being denied the benefits of or excluded from participation in these programs.

Eligible projects to be considered for JARC and New Freedom funding must be determined from an area wide competitive selection process and must be derived from the TCAP and meet the intent of the programs. A selection committee consisting of a member from each of the three MPOs, the Florida Department of Transportation (FDOT) and the Tampa Bay Regional Planning Council (TBRPC) will review and score all applications using the established criteria. The committee will then develop a ranking of projects based on these scores.

**g) Description of the procedures the agency uses to provide assistance to potential subrecipients in a nondiscriminatory manner.**

To provide assistance to potential subrecipients on how to provide programs and services in a non-discriminatory manner, the MPO uses the following procedures:

- Provide each applicant with the MPO's notice to the public informing people of their rights under Title VI
- Provide each applicant with the MPO's procedures on how to file a Title VI complaint
- Provide technical assistance and education to applicants with regards to any Title VI question
- Reply to questions of the application process in a manner that does not give any applicant an "edge" over any other applicant
- Provide relevant Title VI demographic information to applicants

**Requirement for Program Administration**

The MPO passes federal funds to sub-recipients without regard to race, color or national origin and the MPO assures that minority populations are not being denied the benefits of or excluded from participation in these programs. The MPO will provide the following information upon request:

- a. A record of funding requests received from private non-profit organizations, State or local governmental authorities, and Indian tribes. The record shall identify those applicants that would use grant program funds to provide assistance to predominantly minority populations. The record shall also indicate which applications were rejected and accepted for funding.
- b. A description of how the MPO develops its competitive selection process or annual program of projects submitted to FTA as part of its grant applications. This description shall emphasize the method used to ensure the equitable distribution of funds to subrecipients that serve predominantly minority populations, including Native American tribes, where present.
- c. A description of the MPO's criteria for selecting entities to participate in an FTA grant program.

## **APPENDIX A**

## Required Consultant and Subgrantee Title VI Contract Clauses

As a policy, the following civil rights clauses regarding non-discrimination are included in all MPO contracts and subgrantee agreements:

### 1. CIVIL RIGHTS - The following requirements apply to this AGREEMENT:

a. Nondiscrimination - In accordance with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332:

“The CONSULTANT or SUBGRANTEE shall not discriminate on the basis of race, age, creed, disability, marital status, color, national origin, or sex in the performance of this contract. The CONSULTANT or SUBGRANTEE shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the CONSULTANT or SUBGRANTEE to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy, as the MPO deems appropriate.”

Each subcontract the CONSULTANT or SUBGRANTEE signs in regards to this federal aid PROJECT must include the assurance in this paragraph (see 49 CFR 26.13(b)). The CONSULTANT or SUBGRANTEE agrees to comply with applicable federal implementing regulations and other implementing requirements FTA may issue. In addition to the above assurance, the CONSULTANT or SUBGRANTEE shall not discriminate on the basis of sexual orientation, in accordance with Pinellas County Code Chapter 70 as amended.

b. Equal Employment Opportunity - The following equal employment opportunity requirements apply to this AGREEMENT:

(1). Race, Color, Creed, National Origin, Sex - In accordance with Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the CONSULTANT or SUBGRANTEE agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive



orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the PROJECT. The CONSULTANT or SUBGRANTEE agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the CONSULTANT or SUBGRANTEE agrees to comply with any implementing requirements FTA may issue.

(2). Age – In accordance with Section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § 621 through 634 and Federal transit law at 49 U.S.C. § 5332, the CONSULTANT or

SUBGRANTEE agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the CONSULTANT or SUBGRANTEE agrees to comply with any implementing requirements FTA may issue.

(3). Disabilities – In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the CONSULTANT or SUBGRANTEE agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the CONSULTANT or SUBGRANTEE agrees to comply with any implementing requirements FTA may issue.

(4). Access to Services for Persons with Limited English Proficiency – To the extent applicable and except to the extent that FTA determines otherwise in writing, the CONSULTANT or SUBGRANTEE agrees to comply with the policies of Executive Order No. 13166, "Improving Access to Services for Persons with Limited English Proficiency," 42 U.S.C. § 2000d-1 note, and with the provisions of U.S. DOT Notice, "DOT Guidance to Recipients on Special Language Services to Limited English Proficient (LEP) Beneficiaries," 66 Fed. Reg. 6733 et seq., January 22, 2001. The MPO's LEP Plan is available at the MPO office or may be viewed on-line at:  
<http://www.pinellascounty.org/mpo/PDFs/DBETitleIV/lep.pdf>.

(5). Environmental Justice – The CONSULTANT or SUBGRANTEE agrees to comply with the policies of Executive Order No. 12898, "Federal

Actions to Address Environmental Justice in Minority Populations and Low-Income Populations," 42 U.S.C. § 4321 note, except to the extent that the Federal Government determines otherwise in writing.

(6). Drug or Alcohol Abuse-Confidentiality and Other Civil Rights Protections – To the extent applicable, the CONSULTANT or SUBGRANTEE agrees to comply with the confidentiality and other civil rights protections of the Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. §§ 1101 et seq., with the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, as amended, 42 U.S.C. §§ 4541 et seq., and with the Public Health Service Act of 1912, as amended, 42 U.S.C. §§ 201 et seq., and any amendments to these laws.

(7). Other Nondiscrimination Laws – The CONSULTANT or SUBGRANTEE agrees to comply with all applicable provisions of other federal laws, regulations, and directives pertaining to and prohibiting discrimination, except to the extent the Federal Government determines otherwise in writing. The

CONSULTANT or SUBGRANTEE also agrees to include these requirements in each subcontract financed in whole or in part with federal assistance provided by FTA, modified only if necessary to identify the affected parties.

## **APPENDIX B**

## **Notifying the Public of Rights Under Title VI**

### **The Pinellas County Metropolitan Planning Organization**

The Pinellas County Metropolitan Planning Organization does not discriminate on the basis of race, color or national origin in administration of its programs, activities or services. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the MPO.

For more information on the MPO's civil rights program, and the procedures to file a complaint, contact 727-464-8200; email [mpo@pinellascounty.org](mailto:mpo@pinellascounty.org); or visit our office at 310 Court Street, Clearwater, FL 33756. For more information, visit [www.pinellascounty.org/mpo](http://www.pinellascounty.org/mpo).

A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, 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, contact (727) 464-4062.

Si se necesita información en otro idioma, llame (727) 464-4062.

## **APPENDIX C**

**PINELLAS COUNTY MPO DISCRIMINATION COMPLAINT PROCEDURE**  
**(Revised March 18, 2013)**

**Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color and national origin in programs and activities receiving federal financial assistance. As a sub-recipient of the Florida Department of Transportation, the Pinellas County Metropolitan Planning Organization (MPO) has in place a Title VI complaint procedure.**

The Pinellas County MPO investigates complaints received no more than 180 days after the alleged incident.

1. Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation, by any Pinellas County Metropolitan Planning Organization's (MPO) programs or activities, as prohibited by Title VI of the Civil Rights Act of 1964, as amended, and related statutes, may file a written complaint. (Note: If you believe you have been discriminated against by another branch of the Pinellas County Government, please contact the Pinellas County Office of Human Rights at 727.464.4880). All written complaints received by the MPO shall be referred immediately by Alicia Parinello to the FDOT's District Seven Title VI Coordinator for processing in accordance with approved State procedures.

**Written complaints may be sent to:**

**Pinellas County MPO**

310 Court Street

Clearwater, FL 33756

2. Verbal and non-written complaints received by the MPO shall be resolved informally by the MPO's Title VI Specialist. If the issue has not been satisfactorily resolved through informal means, or if at any time the complainant(s) request(s) to file a formal written complaint, the Complainant shall be referred by the MPO's Title VI Specialist to the FDOT's District Seven Title VI Coordinator for processing in accordance with approved State procedures.
3. The MPO's Title VI Specialist will advise the FDOT's District Seven Title VI Coordinator within five (5) calendar days of receipt of the allegations. The following information will be included in every notification to the FDOT's District Seven Title VI Coordinator:
  - a. Name, address, and phone number of the Complainant.
  - b. Name (s) and address(es) of the Respondent.
  - c. Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation).

- d. Date of alleged discriminatory act(s).
  - e. Date complaint received by the MPO.
  - f. A statement of the complaint.
  - g. Other agencies (state, local or Federal) where the complaint has been filed.
  - h. An explanation of the actions the MPO has taken or proposed to resolve the allegation(s) raised in the complaint.
4. Within ten (10) Calendar days, the MPO's Title VI Specialist will acknowledge receipt of the allegation(s), inform the Complainant of action taken or proposed action to process the allegation(s), and advise the Complainant of other avenues of redress available, such as the FDOT's Equal Opportunity Office (EOO).
5. Within sixty (60) calendar days, the MPO's Title VI Specialist will conduct and complete a review of the verbal or non-written allegation(s) and based on the information obtained, will render a recommendation for action in a report of findings to the MPO Interim Executive Director.
6. Within ninety (90) calendar days of the verbal or non-written allegation(s) receipt, the MPO Interim Executive Director will notify the Complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the Complainant of his/her right to file a formal complaint with the FDOT's EOO, if they are dissatisfied with the final decision rendered by the MPO. The MPO's Title VI Specialist will also provide the FDOT's District Seven Title VI Coordinator with a copy of this decision and summary of findings.
7. The MPO's Title VI Specialist will maintain a log of all verbal and nonwritten complaints received by the MPO. The log will include the following information:
  - a. Name of Complainant.
  - b. Name of Respondent.
  - c. Basis of Complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation).
  - d. Date verbal or non-written complaint was received by the MPO.
  - e. Date MPO notified the FDOT's District Seven Title VI Coordinator of the verbal or non-written complaint.
  - f. Explanation of the actions the MPO has taken or proposed to resolve the issue raised in the complaint.

**FORMULARIO DE QUEJA**  
(Condado de Pinellas)

Nombre de la persona discriminada		Número de teléfono (Residencia)		Número de teléfono (Trabajo)	
Dirección de residencia (Número y calle, número de departamento)		Ciudad, estado, y código postal de residencia			
Nombre de la persona que discriminó contra usted, y nombre de la dependencia (si los sabe)					
Dirección de la persona o dependencia que discriminó contra usted			Ciudad, estado y código postal de la persona o dependencia que discriminó contra usted		
Fecha del incidente discriminatorio.					
Causa de la discriminación:					
<input type="checkbox"/> Raza	<input type="checkbox"/> Retaliación	<input type="checkbox"/> Sexo	<input type="checkbox"/> Estado Civil	<input type="checkbox"/> Religión	
<input type="checkbox"/> Color de Piel	<input type="checkbox"/> Nacionalidad (Idioma)	<input type="checkbox"/> Edad	<input type="checkbox"/> Impedimento Físico o Impedimento Mental	<input type="checkbox"/> Otro	
Explique claramente como sucedió la discriminación y quienes participaron en ella. Incluya en su explicación cualquier conocimiento que tenga de tratamiento diferente a otras personas. Adjunte cualquier otro escrito relacionado con su caso.					
<b>Firma</b>			<b>Fecha</b>		



**TITLE VI AND RELATED STATUTES**  
**DISCRIMINATION COMPLAINT AGAINST THE PINELLAS COUNTY MPO**

Name	Telephone (home)	Telephone (work)
Address:	City, State, Zip Code	
Name of MPO Staff Person that You Believe Discriminated Against You:		
Address:	City, State, ZIP Code	
Date of Alleged Incident:		
You were discriminated because of:		
<input type="checkbox"/> Race	<input type="checkbox"/> Retaliation	<input type="checkbox"/> Sex
<input type="checkbox"/> Color	<input type="checkbox"/> <b>National Origin (Language)</b>	<input type="checkbox"/> Age
<input type="checkbox"/> Familial Status		<input type="checkbox"/> Religion
<input type="checkbox"/> Disability		<input type="checkbox"/> Other
<b>Explain as briefly and clearly as possible what happened and how you were discriminated against. Indicate who was involved. Be sure to include how other persons were treated differently than you. Also attach any written material pertaining to your case:</b>		
<b>Signature</b>	<b>Date</b>	

## **APPENDIX D**

## List of Title VI Investigations, Complaints, and Lawsuits

The MPO maintains a file for Title VI complaints, investigations and lawsuits. To date, there have been no Title VI complaints, investigations, or lawsuits filed against the MPO.

	Date (Month, Day, Year)	Summary (include basis of complaint: race, color, or national origin)	Status	Action(s) Taken
<b>Investigations</b>				
1.				
2.				
<b>Lawsuits</b>				
1.				
2.				
<b>Complaints</b>				
1.				
2.				

## **APPENDIX E**

# **PUBLIC PARTICIPATION PLAN**

PINELLAS COUNTY  
METROPOLITAN PLANNING ORGANIZATION

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Adopted: 1994  
Last Amended: March 9, 2011

*Preparation of this document was financed by the Federal Highway Administration, Federal Transit Administration, the Florida Department of Transportation and the Metropolitan Planning Organization and is in accordance with Title VI of the Civil Rights Act of 1964 and other non-discrimination laws, public participation is solicited without regard to race, color, national origin, age sex, religion, disability or family status*

## **I. Introduction and Purpose**

Meaningful and effective public participation is essential to the successful implementation of any public planning program or project. Without the involvement of the local citizenry, it is difficult to design a program that effectively meets the greater needs of the public. In addition, public participation is necessary to gauge the effectiveness of an agency's planning activities. The Pinellas County Metropolitan Planning Organization (MPO) actively seeks to incorporate the involvement of the public in its planning efforts pursuant to its Public Participation Plan that is designed to accomplish the following goals:

- 1) Comply with the public participation requirements of the Safe, Accountable, Flexible, and Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU) – [23 U.S.C. 134/49 - U.S.C. 5303 (i) (5), (i) (6), and (j)(4); 23 U.S.C. 135/49 U.S.C. 5304 (f)(3) and (g)(3)];
- 2) Provide opportunities for county residents and citizen-based organizations to identify priorities, discuss views and to provide input on the subject areas addressed in plans, projects or policies of the MPO;
- 3) Inform and educate citizens and other interested parties about the MPO's ongoing planning initiatives; and
- 4) Achieve participation and partnership among the public, the Pinellas County MPO, appropriate jurisdictions, and the Florida Department of Transportation (FDOT) in the execution of projects.

The purpose of this document is to provide a clear directive for the public participation activities undertaken by the Pinellas County MPO as they pertain to the agency's primary responsibilities. This includes the development and implementation of the following:

- The Long Range Transportation Plan (LRTP);
- The Transportation Improvement Program (TIP);
- Congestion Management Process and related corridor strategy plans;
- Transit studies; and
- Other activities associated with MPO projects.

## **II. Compliance with Federal Requirements**

The MPO Public Participation Plan was originally adopted in 1994 in accordance with the requirements of the 1991 Intermodal Surface Transportation Efficiency Act (ISTEA). In 1998, ISTEA was succeeded by the Transportation Equity Act for the 21st Century (TEA-21). This legislation was succeeded on August 10, 2005 by the Safe,

Accountable, Flexible, and Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU). TEA-21 and SAFETEA-LU continued the strong federal emphasis on public participation from ISTEA, mandating that the public participation programs of metropolitan planning processes carry out a proactive public participation process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing participation of the public in developing plans and programs, including the TIP and LRTP, and meets the objectives listed below.

- 1) Require a minimum public comment period of 45 days before the public participation process is initially adopted or revised.
- 2) Provide timely information about transportation issues and processes to citizens, affected public agencies, representatives of transportation agency employees, other interested parties and segments of the community affected by transportation plans, programs, and projects including but not limited to local jurisdictions.
- 3) Provide reasonable public access to technical and policy information used in the development of plans and TIPs and open public meetings where matters related to the Federal-aid highway and transit programs are being considered.
- 4) Require adequate notice of public participation activities and time for public review and comment at key decision points, including, but not limited to, approval of plans and TIPs.
- 5) Demonstrate explicit consideration of and response to public input received during the planning and program development processes.
- 6) Seek out and consider the needs of those traditionally underserved by existing transportation systems, including but not limited to, low-income and minority households in an effort to ensure that the requirements of Title VI and Environmental Justice have been met.
- 7) When significant written and oral comments are received on a draft transportation plan or TIP as a result of the public participation process, a summary, analysis, and report on the disposition of comments shall be made part of the final document.
- 8) As a result of public input which raises new material issues, it is understood that the final transportation plan or TIP may differ significantly from the one originally made available for their review and comment. In this event, an additional opportunity for public review and comment on the revised plan or TIP shall be made available.
- 9) Public participation processes shall be periodically reviewed by the MPO in terms of their effectiveness in assuring that the process provides full and open access to all.
- 10) These procedures will be reviewed by the Federal Highway Administration and the Federal Transit Administration during certification reviews for Transportation

Management Areas (TMAs), and as otherwise necessary to assure that full and open access is provided to the MPO decision-making processes.

- 11) Metropolitan public participation processes shall be coordinated with statewide public participation processes wherever possible to enhance public consideration of the issues, plans, and programs and reduce redundancies and costs.

The Pinellas County MPO considers groups and individuals who are affected by or involved with a transportation project or program in the county or region its partners or “interested parties.” Examples include federal, state, regional and local government agencies, elected officials, business, professional, civic and social organizations, neighborhood associations, special interest groups and individual citizens who have an interest in a particular issue, project or program. Pinellas County does not have any Federally-recognized Tribal agencies within its borders.

SAFETEA-LU requires that public meetings are held at convenient and accessible times and locations, plans and the TIP are available by website, and that documents are produced in a format that is easily understood by a lay person. In addition, SAFETEA-LU emphasizes the use of visual aids to enhance the presentation of documents, projects or programs. Visual enhancements used by the MPO range from photos and artist renderings to flow charts and computer simulations.

### **III. Objectives**

The Pinellas County MPO shall provide for public participation consistent with the objectives listed below in the development of its short and long-range transportation plans, programs, and projects.

Objective 1: Raise the level of understanding of the transportation planning process in the region and provide opportunities for interested citizens to participate in the MPO planning process.

Objective 2: Maximize opportunities for public participation in the transportation process.

Objective 3: Maintain contact with interested citizens and key stakeholders throughout the process of developing MPO plans and projects.

Objective 4: Provide prompt response to citizen inquiries about transportation issues and concerns.

Objective 5: Involve traditionally under-served persons, including minority, low-income and elderly citizens or those addressed by the Americans with Disabilities Act (ADA) in the development and review of transportation plans and



projects.

Objective 6: Inform and educate incoming MPO Board and advisory committee members regarding the MPO's functions, responsibilities and programs.

#### **IV. Descriptions of Public Participation Activities**

This section of the Public Participation Plan addresses some of the public participation activities that are typically undertaken to publicize the general responsibilities and activities of the MPO. Many of these activities will be continued or enhanced throughout the development and implementation of the Pinellas County MPO's public participation strategies.

##### **A. Advisory Committees**

The MPO has established a number of committees that provide guidance in the development and implementation of its programs and policies. These committees are composed of citizens as well as representatives from local, regional and state agencies. Listed below is a description of the various technical and/or citizen advisory committees that serve the MPO in the implementation of its planning programs. The MPO will continue to utilize these committees in the development, implementation and evaluation of its current and future planning programs and policies.

The Technical Coordinating Committee (TCC), mostly planners and engineers representing local governments, the Pinellas Suncoast Transit Authority (PSTA), Pinellas Planning Council (PPC), Tampa Bay Regional Planning Council (TBRPC), Tampa Bay Area Regional Transportation Authority (TBARTA), Florida Department of Transportation (FDOT), the St.Petersburg-Clearwater International Airport, and the Pinellas County School Board. The TCC assists the MPO by reviewing transportation plans and programs and making recommendations based on their technical adequacy. This committee also provides technical staff with a forum to voice their concerns on the needs and desires of their respective communities. It is through this committee that these needs and goals are coordinated between local, regional and state agencies. The TCC plays a key role in the development of the TIP and the prioritization of the improvements included therein. The TCC also has a significant role in the development of the LRTP with particular emphasis on the data and analysis developed in support of the recommended transportation improvements. Corridor strategy plans implemented through the Congestion Management Process are reviewed by the TCC to ensure that recommended strategies resulting from these plans do not conflict with local comprehensive plans.

The Citizens Advisory Committee (CAC) meets monthly to review agenda items under consideration by the MPO and to provide comments on these and other

items related to the MPO's planning responsibilities. The CAC is comprised of a cross section of representatives of the community, including the elderly and handicapped. The CAC meetings are held in the evenings to accommodate the working community. Efforts are made to ensure that all geographic areas of the county are represented. The CAC assists the MPO in understanding community needs as they pertain to transportation issues addressed in the development and implementation of programs and policies. The CAC also allows the MPO to facilitate a better public understanding of the transportation planning issues facing Pinellas County and the region. The CAC evaluates and proposes solutions and alternatives on major transportation proposals and issues. The CAC also provides input on TIP funding priorities and the development of the LRTP.

The Bicycle Advisory Committee (BAC) was formed in November 1983 to guide the MPO's planning efforts related to bicycle facilities. Appointed members of the BAC include technical representatives from various governmental agencies, law enforcement personnel and private citizens who are interested in bicycling issues. The duties and responsibilities of the BAC include assisting the MPO in the development of bicycle plans and policies, promoting bicycle use, educating people on traffic laws pertaining to bicyclists, implementing bicycle safety programs and recommending bicycle facility design standards. In summary, the goals of the BAC are to safely incorporate bicycles into the countywide transportation system, encourage the use of bicycles for commuting as well as recreational purposes and to facilitate intergovernmental coordination in the bicycle planning process.

The Pedestrian Transportation Advisory Committee (PTAC) was established in July 1990. The committee consists of technical representatives from state, county and municipal governments, the AAA Auto Club, the National Safety Council, and private citizens. A major responsibility of PTAC is to assist the MPO in the development and implementation of policies and initiatives necessary to create a network of pedestrian facilities throughout the county while encouraging walking as a healthy recreational activity and as a means of commuting. The PTAC also helps to facilitate intergovernmental coordination through its pedestrian planning activity.

The Local Coordinating Board (LCB) is the governing body of the MPO's Transportation Disadvantaged (TD) program. The TD Program provides transportation assistance to economically and physically disadvantaged citizens of Pinellas County. The 15-member board was established in 1991. The LCB's membership consists of an elected official who serves as the chairperson and representatives of social service agencies, the PSTA, private transportation providers, FDOT and private citizens who are customers of the Transportation Disadvantaged Program. The responsibilities of the LCB are defined by Chapter 427, Florida Statutes.

The School Transportation Safety Committee (STSC) was established by the MPO in 1998. The STSC includes representatives of the School Board, Board of County Commissioners and local municipalities and a citizen appointee. The STSC was formed to consider transportation and safety matters that involve both the School Board and local jurisdictions. The STSC is involved in developing transportation initiatives to further improve the safety of students and enhance the operation of the overall transportation system.

The Intelligent Transportation Systems (ITS) Advisory Committee was founded in 2001 to develop a countywide strategic ITS plan. The Committee includes public and private sector transportation planners, engineers, MPO board members and representatives from a variety of transportation-related specialties including traffic management, emergency management, law enforcement, transit, communications and tourism. In addition to ITS planning and related coordination responsibilities, the committee oversees the Congestion Management Process and addresses proposals for traffic signals and median modifications.

The Project Advisory Committee (PAC) is comprised of elected officials representing the Pinellas and Hillsborough County MPOs, TBARTA, PSTA, Hillsborough Area Regional Transit (HART) and the FDOT District 7 Secretary. They oversee the development of plans for premium transit service, including the Pinellas County Alternatives Analysis (AA) and the Howard Frankland Bridge Transit Corridor Evaluation studies.

The Joint Citizen's Advisory Committee (JCAC) serves the West Central Florida Metropolitan Planning Organizations Chairs Coordinating Committee (CCC). It is comprised of three Citizens Advisory Committee representatives from each CCC member agency in FDOT's District 7 (Hernando, Hillsborough, Pasco, and Pinellas MPOs) and District 1 (Sarasota/Manatee MPO and Polk TPO).

The purpose of the committee is to solicit public input on projects and plans affecting Florida's west-central region. Regional plans and projects, such as the Regional LRTP and the Regional Congestion Management Process, are reviewed, and committee recommendations are directed to the respective MPOs, FDOT and the Chairs Coordinating Committee (CCC). A Regional Public Participation Plan was developed through coordination with the CCC and JCAC in order to develop strategies to gather public input on significant issues.

The Regional Multi-Use Trails Committee plays the lead role in the development and implementation of the Multi-Use Trails Element of the Regional LRTP. The Committee was formed by the West Central Florida CCC. The Multi-Use Trails Element serves as the foundation for regional coordination and inter-jurisdictional review of bicycle and pedestrian issues. The Regional Multi-Use Trails Committee is comprised of representatives of FDOT, the CCC's member MPOs, the park and recreation departments of Pasco and Hillsborough Counties and the

City of Tampa, the planning departments of Pinellas, Manatee and Sarasota Counties, the Citrus County Community Development Division, Florida Turnpike Enterprise and the Tampa Bay Regional Planning Council.

## **B. Public Outreach**

On an ongoing basis, the MPO relies on the distribution of printed materials, portable displays and staff presentations to keep the public informed about its activities and programs, including the LRTP and related issues. Public outreach tools that are commonly employed by the MPO are described below.

### MPO Web Site

The MPO first published its web site in 1998 and it has since become a central point of outreach in the MPO's overall Public Participation Program. The site provides information such as dates, times and minutes of MPO and committee meetings and special events and includes information on board actions, planning initiatives, and various transportation planning programs. Visitors to the site can also read and download MPO planning documents and publications, including the TIP, LRTP, Level of Service Report, Transportation Disadvantaged Service Plan and the State of the System Report. The web pages are designed so that people with visual impairments can read the information provided. In 2011, the MPO will also work with local governments in Pinellas County to interlink their websites to the MPO home page.

### Social Media

The MPO will begin utilizing social media tools such as Facebook, Twitter and Youtube in 2011. News and information regarding MPO projects, programs and events will be distributed through these outlets. These media tools will also be utilized as a means to collect citizen feedback on MPO activities and related transportation issues.

### Portable Displays

The MPO routinely assembles portable displays featuring various programs and plans. These are set up at various public events with a staff person on hand to discuss the contents of the display and related topics with attendees. They are also set up in public libraries, city halls and the County Courthouse without a staff attendant. Examples of events where the MPO has utilized portable displays include LRTP workshops, Fred Marquis Pinellas Trail openings and conferences and forums on planning related topics.

### Public Hearings

The MPO utilizes public hearings for all actions relating to the TIP, LRTP,

countywide Transportation Impact Fee Ordinance, Countywide Truck Route Plan, New Freedom and Jobs Access Reverse Commute Program of Projects and for review of proposed signal installations and median modifications. All public hearings are advertised in the *Tampa Bay Times* or on the MPO website.

### Public Workshops

Major MPO projects and studies may include a public workshop to provide opportunities for citizens to learn about various plans or programs and to provide comment. Workshops are held in public buildings that are accessible by PSTA buses. They are typically advertised through press releases, direct mailings, posters, webpage announcements and the *Tampa Bay Times*. Times, locations and methods for distributing information about the event are based on the location of the affected area and availability of individuals, businesses and other interested parties.

### Newspaper Advertisements

The MPO utilizes the *Tampa Bay Times* (formerly, *St. Petersburg Times*) to advertise public hearing information as described above. The *Times* is also utilized to advertise MPO sponsored public workshops such as those scheduled for the LRTP update and the Tri-County Access Plan. The MPO will also publish inserts in the *Times* occasionally to inform the public about the LRTP and related programs and topics.

### Printed Materials

The MPO develops printed materials such as brochures, flyers, press releases and newsletters for distribution to citizens at the MPO office, County Courthouse and libraries and at locations where MPO staff is on hand to interact with attendees at a workshop, conference or public forum. These materials are also available on the website. Brochures currently posted on the website and that are periodically distributed address topics such as bicycle commuting, bicycle and pedestrian safety, the Transportation Disadvantaged Program, Gulf Beaches Mile Markers Program and the role and functions of the MPO.

### Government Access Channel

All MPO meetings are televised on the government access channel, Pinellas County Connection Television (PCC-TV), which is available through local cable companies and at [www.pinellascounty.org/tv](http://www.pinellascounty.org/tv). The meetings are televised live and broadcast again the following Saturday following the meetings and throughout the month on Mondays, Wednesdays and Thursdays. In addition, the MPO website provides a video link to the meeting and individual agenda items. This feature is typically available a few days after each meeting.

### Speakers Bureau

The MPO participates in a speaker's bureau sponsored by the Pinellas County Communications Department. Through this service, speaking engagements are scheduled for MPO staff representatives to appear before civic and business groups interested in transportation issues and topics in Pinellas County. This offers an opportunity for citizens to learn more about transportation planning in the County and to provide comments on the topics being presented and discussed. While the MPO actively solicits public speaking opportunities, community groups such as local chapters of the Rotary Club, Kiwanis Club and chamber groups will often contact the County themselves to arrange for an appearance by an MPO representative at their meetings. A computer database is maintained by MPO staff to track and record information on public events and workshops where they participate as speakers, panelists, survey takers or attendants at an exhibit.

### Surveys

The MPO utilizes surveys as its primary means of evaluating public opinion concerning its planning activities and programs and to assess the public's level of awareness and understanding of them. These surveys are typically distributed at public events, workshops, libraries and at the MPO office. They are also posted on the MPO website where respondents can complete and submit them electronically. A general transportation survey form is utilized to collect input on LRTP issues and topics. A public awareness survey form was developed in 2010 to assess citizen awareness and understanding of the MPO's functions, responsibilities and publications.

### Mailing Lists (Postal Service and Email)

The MPO routinely revises and updates its mailing lists for postal service and email to maintain the most current information available and to add new recipients. The lists includes interested citizens and people representing state and local government and transportation agencies, business groups, civic and neighborhood organizations and the transportation disadvantaged community. Individuals on the lists receive notification about MPO sponsored meetings and workshops as well as outreach materials in their areas of interest.

### **C. Public Participation Activities associated with the Long Range Transportation Plan (LRTP)**

The LRTP is the focal point of the MPO's responsibilities. In accordance with federal requirements, the Plan assesses the transportation needs of Pinellas County and sets forth goals, objectives, policies and improvements necessary to address those needs over a 20-year period. In addition to the routine public participation strategies used on an ongoing basis, (e.g., newsletters, public speaking, web site updates), public participation activities employed in the process of developing the LRTP center on distributing information to and collecting feedback from members of the MPO advisory committees. During the Plan update and amendment processes, the MPO evaluates and documents whether any adverse social economic and environmental impacts to the community at large and to the underserved population in particular would result from implementation of the amended or updated Plan.

#### Local Agency Input/Comprehensive Plan Consistency Reviews

Florida's comprehensive planning and growth management laws require local governments to prepare and adopt comprehensive plans for their jurisdictions. There are 25 local governments within the County required to adopt a comprehensive plan. These plans must include transportation elements to set forth goals, objectives, and policies regarding local transportation conditions and mobility needs. During the LRTP update, these comprehensive plans are reviewed along with other local input to determine issues and concerns that need to be addressed in the LRTP.

#### Advisory Committees

The TCC, BAC, PTAC, ITS Advisory Committee and the CAC each participate in the development of the LRTP. The TCC reviews LRTP documents with particular emphasis on the data and analysis that was developed in support of the recommended transportation improvements. The bicycle and pedestrian components of these documents are reviewed by the BAC and PTAC, respectively. Input from the CAC, as well as from the general public through surveys, provide the primary source of citizen input into the development of the Plan. The MPO shall continue to utilize these committees in future updates to the Plan.

#### Public Outreach

The MPO relies on the production and distribution of printed materials, portable displays, web pages and staff presentations to keep the public informed about issues and topics addressed through the process of updating the LRTP. With the next update process beginning in 2011, the MPO will seek opportunities to utilize local radio and television stations, including PCC-TV, to broadcast public service announcements about the LRTP. The MPO will also utilize web-based

technologies such as e-town hall meetings, which are video streamed over the internet, to discuss LRTP topics and issues and to receive and respond to questions and comments from emailers and callers.

The e-newsletter series, *Pinellas on the Move*, which was introduced in 2010, is also used to inform citizens about various topics addressed in the LRTP. The e-newsletter is distributed to individuals included on the MPO's mailing lists and to others in print form.

Lastly, the MPO currently utilizes compact disks (CDs) to distribute LRTP documents that are too large for email to citizens as well as other public agencies. The MPO will also begin utilizing flash drives during the next LRTP update process for distribution of LRTP documents to citizens at public workshops and other events where MPO staff is present and upon request.

### Surveys

The MPO distributes and collects general transportation surveys to gather input related to the LRTP at workshops, forums, the County Courthouse, libraries, schools and the MPO office. These surveys are also posted on the MPO web site where respondents can submit their responses electronically. Transportation surveys for the LRTP are often distributed with accompanying displays illustrating maps, transportation data and policy information relative to the Plan. The subject matter of the surveys may address a wide variety of MPO issues including, but not limited to, prioritizing roadways in need of improvement, solutions to traffic congestion, trail facilities and impediments to using public transit.

### Input from Studies

The MPO also relies on input from planning studies to develop the LRTP. For example, the 2035 LRTP update utilized information from a goods movement study, the MPO's Livable Communities Initiative and a countywide bus rapid transit study. Additional public input was gathered through collaboration with PSTA as they completed their Transit Development Plan and from the Tampa Bay Area Regional Transportation Authority (TBARTA) Regional Transportation Master Plan.

### Consistency with Other Transportation Plans

The MPO works closely with other agencies such as FDOT, PSTA, TBARTA, and the CCC to ensure the LRTP is consistent with their plans. As with the LRTP, public input is an important component in their development. By maintaining consistency with these plans, the MPO LRTP reflects the public input that contributed to shaping the transportation plans of these other agencies.



#### **D. Public Participation Activities Associated with the Transportation Improvement Program (TIP)**

Another primary responsibility of the MPO is the development and maintenance of the Five-Year TIP which includes the work programs of FDOT, PSTA and the local governments. The TIP also includes a priority listing of projects for Surface Transportation and Enhancement Program funds and projects that were identified through the Congestion Management Process.

Public participation for development of the TIP is implemented primarily through the committee structure of the MPO. The committees that review and provide input on the TIP include the TCC, CAC, BAC, PTAC, and the ITS Advisory Committee. The public participation activities associated with the TIP meet the standards established by CFR 450.316 and CFR 450.324 and 40 CFR Parts 51 and 93 (i.e., Transportation Conformity Rule). Pursuant to these regulations, FDOT holds a public hearing annually to receive public comments on the state work program. As part of this work program update, local governments are requested to submit project information, frequently including public comment from within their jurisdictions, to the MPO. The MPO then provides additional opportunity for public comment by holding a public adoption hearing on the TIP. Furthermore, the MPO holds public hearings for subsequent TIP amendments.

Public input considered in the development and maintenance of the TIP includes the comments and recommendations of MPO committees and the public at large as well as input received at the public hearings. The MPO complies with statutory planning and programming requirements [23 U.S.C 134/49 U.S.C. 5303 (j) (1) and 23 U.S.C. 135/49 U.S.C. 5304 (g) (2)] that call for continuing consultation and coordination with partners, MPOs, and non-metropolitan local officials, and Federal and State agencies.

In an ongoing effort to make the TIP easier for people to use, a new geographic information system (GIS) application was developed for the MPO website in 2010 that enables users to view information about a transportation project by selecting its location on a map. Further development of the application will occur in 2011 to enable viewers to find TIP project information on sidewalks, trails, and ITS installations as well as roads.

## **V. Public Participation Activities for the Traditionally Underserved**

Over the past few years, the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Florida Department of Transportation (FDOT) have placed increasing emphasis on public participation activities targeted for the traditionally underserved, those with characteristics that preclude them from participating in the traditional methods of soliciting public input. Classifications for the traditionally underserved include the following:

- Those with special cultural, racial, economic, language or ethnic characteristics;
- Those with disabilities;
- Those with low-incomes; and
- Those who are poorly educated.

People who are physically and/or economically disadvantaged often find access to transportation more difficult, which affects their ability to participate in public planning forums. These groups are a valuable source of ideas that can improve transportation not only for themselves but also for the community at large.

The MPO's primary means for soliciting input from this segment of the population is through the implementation of the Pinellas County Transportation Disadvantaged (TD) Program through coordination with PSTA and participation in groups such as the Health and Human Services Coalition, and utilization of minority publications to advertise opportunities for public input on MPO plans affecting the transportation disadvantaged community.

The MPO attempts to collect input from disadvantaged citizens primarily through public workshops held at locations proximate to PSTA bus routes and where the facility can accommodate persons with disabilities. The MPO also includes in its advertising of workshops and events information about how to request special assistance. The MPO also makes provisions for Spanish speaking people by providing print and on-line Spanish versions of its informational brochure.

### The Transportation Disadvantaged Program

The MPO serves as the Community Transportation Coordinator (CTC) for the County's Transportation Disadvantaged (TD) Program. The TD Program provides low-cost transportation to individuals who qualify as "transportation disadvantaged" as defined by Chapter 427, Florida Statutes. To be qualified as "transportation disadvantaged" and to receive TD Program services, a person must have no means of transportation available, including family and friends, and have an income of less than 200 percent of the Federal poverty level.

Most of the individuals served by the TD Program fall under the Federal definition of traditionally underserved. In compliance with SAFETEA-LU, the MPO developed a

coordinated public transit human services plan, *Tri-County Access Plan (TCAP)*, in order to qualify for Job Access Reverse Commute (JARC) and New Freedom (NF) funding for programs that specifically target certain segments of the TD population such as the elderly and persons with disabilities. The TCAP identifies projects eligible for these funding sources through a collaborative process involving the MPOs of Pasco and Hillsborough counties as well as Pinellas. Public workshops involving representatives of the transportation disadvantaged community are held in each of the counties to identify unmet transportation needs and related funding priorities. Projects are subsequently selected for JARC and NF funding based on these needs and priorities.

Through its role as the CTC, the MPO is in an advantageous position to solicit input from the traditionally underserved population. In addition to the TCAP workshops, public participation activities associated with the TD Program include speaking engagements and participation in meetings with agencies who serve this population group such as PSTA and the Pinellas County Health and Human Services Coalition. The PSTA periodically sponsors activities and studies that require input from transit riders, a significant portion of whom are among the traditionally underserved population. The MPO continues to coordinate with PSTA to distribute surveys and informational material to its riders in order to facilitate participation and solicit input from this group. The Pinellas County Health and Human Services Coalition conducts regular workshops for social service providers to network and to discuss the needs of their clients. The MPO staff has attended and participated in these workshops.

#### Minority Publications

Another means of communication with the traditionally underserved are through minority publications. During the development and implementation of its programs, the MPO seeks out opportunities to utilize these publications to increase awareness of transportation programs affecting minority ethnic groups and to solicit input from them.

### **VI. Public Participation Plan Monitoring and Evaluation Mechanisms**

Regular monitoring and review of the MPO Public Participation Plan needs to be conducted in order to determine its effectiveness and to enhance the role of citizens in the process. “*Public Participation Objectives, Strategies/Tools and Measures of Effectiveness*” in the appendix identifies the MPO’s public involvement tools and strategies and the corresponding measure of effectiveness.

Objective	Strategy and Public Involvement Tool/Activity	How Measured	Activity	Comments
<p><b>Objective 1</b></p> <p>Raise the level of understanding of the transportation planning process in the region and provide opportunities for interested citizens to participate in the MPO planning process.</p>	<p><b>Strategy 1.1</b></p> <p>Create a newsletter in print and electronic format explaining the LRTP and related MPO programs and projects and that indicate opportunities for public input</p>	<p>N/A</p>	<p>Two or more newsletters shall be published annually. Newsletters will be distributed through email correspondence and at the following:</p> <ul style="list-style-type: none"> <li>• MPO advisory committee meetings;</li> <li>• Public facilities (libraries, courthouse, city centers, etc.);</li> <li>• Public forums, workshops and other events where MPO staff is in attendance</li> </ul>	
	<p><b>Strategy 1.2</b></p> <p>Use website to inform the public about MPO projects, programs and topics, including the LRTP, and to receive comments and as a resource for people seeking transportation information</p>	<p>Number of hits on web page</p>	<p>Maintaining the following on MPO website:</p> <ul style="list-style-type: none"> <li>• Pages and documents on MPO programs and projects;</li> <li>• MPO board and advisory committee meeting and agenda information;</li> <li>• MPO meeting video archives and</li> <li>• Interactive surveys.</li> </ul>	<p>Utilize visualization techniques and GIS technology where applicable</p>

Objective	Strategy and Public Involvement Tool/Activity	How Measured	Activity	Comments
	<p><b>Strategy 1.3</b></p> <p>Present LRTP information to community groups through the Speakers Bureau and collect public feedback.</p>	<p>Number of people attending speaker appearances</p> <p>Number of surveys returned</p>	<p>Arrange speaking appearances through the Pinellas County Speakers Bureau</p>	<p>Utilize visualization techniques where applicable. These may include maps, graphs, charts, scenario planning, etc. Public surveys will be distributed on site at MPO staff speaking appearances.</p>
	<p><b>Strategy 1.4</b></p> <p>Present LRTP information to the community through various public venues</p>	<p>Attendance at events and feedback</p> <p>Number of surveys returned</p>	<p>Attend workshops, public events, etc. to collect public input on the LRTP and provide a public hearing and a 30-day public comment period prior to the adoption of the LRTP</p>	<p>Utilize visualization techniques where applicable. These may include maps, graphs, charts, scenario planning, etc. Public surveys will be distributed events where MPO staff is present.</p>
	<p><b>Strategy 1.5</b></p> <p>Use local television stations, including public access television (PCC-TV), to inform the public about the LRTP update process</p>	<p>Number of PCC-TV spots, announcements, presentations</p>	<p>Work with private media outlets and the Pinellas County Communications Department to arrange for information about the LRTP to be presented on local television stations including PCC-TV.</p>	

Objective	Strategy and Public Involvement Tool/Activity	How Measured	Activity	Comments
	<p><b>Strategy 1.6</b></p> <p>Use unattended print and electronic visual displays on LRTP at public venues such as libraries, city halls and courthouse</p>	Number of surveys submitted	Create display boards and/or touch screen computer presentations to provide information and collect citizen input.	
	<p><b>Strategy 1.7</b></p> <p>Partner with local governments and other agencies to obtain data on public opinions relative to the LRTP</p>	N/A	<ul style="list-style-type: none"> <li>• Contact other agencies and local governments to collect survey/public input information relative to the LRTP</li> <li>• Outreach with TBARTA and other transportation agencies</li> </ul>	
	<p><b>Strategy 1.8</b></p> <p>Utilize social media to inform citizens of transportation issues and topics relevant to the MPO planning program and to provide opportunities for feedback</p>	N/A	Set up Facebook and Twitter accounts in 2011. Once established, post regular updates regarding MPO topics and issues.	Work with Pinellas County Attorney's Office to draft policy regarding use of social media.
<p><b>Objective 2:</b></p> <p>Maximize opportunities for public participation in the transportation process.</p>	<p><b>Strategy 2.1</b></p> <p>Select venues for MPO sponsored events based on accessibility for transit users</p>	Location of meetings comply	Locate meetings within 0.5 miles of transit service in a wheelchair accessible building.	

Objective	Strategy and Public Involvement Tool/Activity	How Measured	Activity	Comments
<p><b>Objective 3</b></p> <p>Maintain contact with interested citizens and key stakeholders throughout the process of developing MPO plans and projects.</p>	<p><b>Strategy 3.1</b></p> <p>Identify key contacts representing local interest groups and initiate communication and correspondence with them, as deemed appropriate, in the process of seeking public input on topics related to the LRTP.</p>	N/A	Develop email database to be used for informing key contacts about the latest developments in the LRTP update process and related programs.	Key contact list shall include representatives of governments, neighborhood associations, civic groups, chambers of commerce, freight carrier and airport representatives, public and private transportation providers and human service agencies that serve women and minority groups and persons with disabilities.
	<p><b>Strategy 3.2</b></p> <p>Work with elected officials, local governments and transportation agencies to collect input on issues relative to the LRTP</p>	N/A	Collect input at MPO advisory committee meetings-and through from representatives of local governments and transportation agencies.	Transportation agencies contacted shall include PSTA, TBARTA, Pinellas County Economic Development and FDOT.
<p><b>Objective 4</b></p> <p>Provide prompt response to citizen inquiries about transportation issues and concerns</p>	<p><b>Strategy 4.1</b></p> <p>Provide feedback on all questions and comments received on transportation issues and topics related to MPO functions and responsibilities.</p>	N/A	Provide responses within two working days via mail, phone or email. People with questions and comments not related to MPO functions or responsibilities shall be referred to the appropriate agency.	

Objective	Strategy and Public Involvement Tool/Activity	How Measured	Activity	Comments
<p><b>Objective 5</b></p> <p>Involve traditionally underserved persons, including minority, low-income and elderly citizens or those addressed by the Americans with Disabilities Act (ADA) in the development and review of transportation plans</p>	<p><b>Strategy 5.1</b></p> <p>Continue to provide accommodations for people with disabilities and who do not speak English to participate in MPO sponsored events.</p>	N/A	<ul style="list-style-type: none"> <li>• Include statement in meeting/public hearing advertisements indicating availability of translators.</li> <li>• Provide translators, TTY relay, electronic amplifiers, large fonts in print materials and Braille translations as needed/requested for persons with disabilities at MPO sponsored meetings and other events</li> <li>• Create print materials and documents in easily understandable formats with visuals and 12 point fonts.</li> <li>• Maintain MPO website in format that accommodates blind readers.</li> </ul>	
	<p><b>Strategy 5.2</b></p> <p>Work with human service agencies and healthcare and social service providers to identify issues and collect input on issues related to the needs of the traditionally underserved.</p>	N/A	Attend meetings and workshops such as the annual Health and Human Services Coalition meeting addressing the transportation needs of the traditionally underserved and interview service providers as necessary.	
	<b>Strategy 5.3</b>	N/A	Through staff participation	



Objective	Strategy and Public Involvement Tool/Activity	How Measured	Activity	Comments
	Collect input from low income and minority individuals and focus groups on LRTP issues.		in public events, meetings and workshops gather feedback of low income and minority individuals through discussion and distribution and collection of survey forms.	
<p><b>Objective 6</b></p> <p>Inform and educate incoming MPO Board and advisory committee members regarding the MPO's functions, responsibilities and programs.</p>	<p><b>Strategy 6.1</b></p> <p>Maintain and update the MPO Orientation and Reference Manual</p> <p><b>Strategy 6.2</b></p> <p>Brief new MPO board and advisory committee members on role and responsibilities relative to the MPO and/or advisory committee of which they are a member</p>	N/A	<p>Orientation and Reference Manual should be updated annually and provided to new MPO members</p> <p>Meet with incoming MPO board and advisory committee members as necessary and provide with materials relative to the function of the board/committee and current activities and issues</p>	

## APPENDIX F

## MPO Committee Makeup (as of March, 2013)

\*Dates signify appointment

CITIZENS ADVISORY COMMITTEE			Race	Gender
<b><u>St. Petersburg Area</u></b>				
1	David Harris	(05/09/12)	Caucasian	Male
2	R. Lee Allen	(10/10/12)	Caucasian	Male
3	Cathy Lasky	(10/08/08)	Caucasian	Female
4	Robby Thompson	(02/13/13)	Caucasian	Male
<b><u>Clearwater Area</u></b>				
5	Neil McMullen	(04/13/11)	Caucasian	Male
6	Robert Longenecker (VC)	(09/14/11)	Caucasian	Male
<b><u>Dunedin Area</u></b>				
7	----VACANT----	( / / )	Caucasian	Male
8	Bob Henion	(04/14/10)	Caucasian	Male
<b><u>Pinellas Park and Mid-County Area</u></b>				
9	Robert Detweiler	(03/14/07)	Caucasian	Male
10	David L. Carson, Jr.	(03/12/08)	Caucasian	Male
<b><u>Largo Area</u></b>				
11	Joe Falanga (Chairman)	(06/10/09)	Caucasian	Male
12	David Puckett	(04/11/12)	Caucasian	Male
<b><u>Beaches Area</u></b>				
13	Michael Welch	(04/11/07)	Caucasian	Male
14	Joseph Murray	(06/13/12)	African American	Male
<b><u>Gulfport, Kenneth City, Seminole, Belleair, So. Pasadena, Belleair Bluffs Area</u></b>				
15	Paul Ziegler	(05/12/10)	Caucasian	Male
<b><u>Tarpon Springs, Oldsmar, Safety Harbor Area</u></b>				
16	Larry Roybal	(02/09/11)	Caucasian	Male
17	Becky Afonso	(07/13/11)	Caucasian	Female
<b><u>At Large</u></b>				
18	Christian Haas	(02/13/13)	Caucasian	Male
19	Fran Briskman	(11/09/11)	Caucasian	Female
20	Chris Latvala	(02/13/13)	Caucasian	Male
21	Melvin Maciolek	(03/14/12)	Caucasian	Male
22	John Doran	(02/08/12)	Caucasian	Male
23	Kasey Cursey	(01/10/07)	Caucasian	Male
24	Jack Nazario	(02/13/13)	Caucasian	Male
25	Deborah Schechner	(12/08/10)	Caucasian	Female
26	Jim Bubser	(02/13/13)	Caucasian	Male

<b>BICYCLE ADVISORY COMMITTEE</b>		<b>Race</b>	<b>Gender</b>
<b><u>St. Petersburg Area (St. Pete/Gulfport/So Pasadena/Tierra Verde)</u></b>			
1. Chris Lauber	(07/09/08)	Caucasian	Male
2. Kimberly Cooper	(10/13/99)	Caucasian	Female
<b><u>Clearwater Area</u></b>			
3. Chip Haynes	(04/13/11)	Caucasian	Male
4. Joe Sainato	(09/12/12)	Caucasian	Male
<b><u>Dunedin Area</u></b>			
5. Ed Hawkes	(11/18/98)	Caucasian	Male
<b><u>Pinellas Park and Mid-County</u></b>			
6. Ronald Rasmussen	(12/13/06)	Caucasian	Male
7. Byron Virgil Hall, Jr.,	(12/13/06)	Caucasian	Male
<b><u>Largo Area</u></b>			
8. Samantha Fenger	(03/13/13)	Caucasian	Female
9. Georgia Wildrick	(08/16/06)	Caucasian	Female
<b><u>North County Area (Tarpon Springs/Palm Harbor/Ozona/Oldsmar/Safety Harbor)</u></b>			
10. Tom Ferraro	(04/09/03)	Caucasian	Male
11. Barbara Hoffman	(11/14/12)	Caucasian	Female
<b><u>At Large Area</u></b>			
12. Eileen Blackmer	(09/08/10)	Caucasian	Female
13. Mike Siebel	(03/14/12)	Caucasian	Male
14. Brian Smith (Chairman)	(12/12/12)	Caucasian	Male
15. Lynn Bosco	(11/14/12)	Caucasian	Female
16. Steve Lasky	(11/14/12)	Caucasian	Male
<b><u>Seminole Area</u></b>			
17. Jim Wedlake	(05/12/10)	Caucasian	Male
<b><u>Beach Communities</u></b>			
18. Bert Valery	(10/1983-10/1998) (reappointed 07	Caucasian	Male
<b><u>Sheriff's Office /Police/Law Enforcement Representatives</u></b>			
19. Pinellas Park (Michael Piacenza)		Caucasian	Male
20. St Petersburg Police Dept. (-----)			
21. Largo Police Dept. (Mike Kirkpatrick)		Caucasian	Male
22. Sheriff's Office (Noel Dunham)		Caucasian	Male
23. Clearwater Police Dept. (-----)			
<b><u>PSTA Representative</u></b>			
24. -----VACANT----- (Marilyn Turman a	(03/10/10)		
<b><u>School System Representative</u></b>			
25. Tom McGinty	(11/12/08)	Caucasian	Male
<b><u>Technical Support</u></b>			
26. St. Petersburg (Cheryl Stacks)		Caucasian	Female
27. MPO Bike/Ped Coordinator			
28. Department of Environment & Infrastructure (Robert Davis)		Caucasian	Male
29. Pinellas Trail (Nancy Brown)		Caucasian	Female
30. Clearwater (Felicia Leonard)		Caucasian	Female
31. Largo Community Development (Vivian Owusu)		Caucasian	Female
32. TBARTA (Sheila Martin)		Caucasian	Female
33. Lori Marable (FDOT)		Caucasian	Female

<b>PEDESTRIAN TRANSPORTATION ADVISORY COMMITTEE</b>		<b>Race</b>	<b>Gender</b>
<b><u>Suncoast Safety Council Representative</u></b>			
1. (Unable to attend due to illness)	( / / )		
<b><u>MPO Staff, Bicycle/Pedestrian Coordinator</u></b>			
2. MPO staff		Caucasian	Female
<b><u>Safe Kids Coalition Representative</u></b>			
3. Jean Shoemaker/Jim Millio	(12/17/03)	Caucasian	Female
<b><u>South County Citizen Representative</u></b>			
4. Geri Raja	(09/09/09)	Caucasian	Female
<b><u>Mid-County Citizen Representative</u></b>			
5. ----VACANT----	( / / )		
<b><u>North County Citizen Representative</u></b>			
6. ----VACANT----	( / / )		
<b><u>At Large Citizen Representative</u></b>			
7. Robert Yunk	(02/09/05)	Caucasian	Male
8. ----VACANT----	( / / )		
9. Charles Martin	(04/08/09)	Caucasian	Male
10.----VACANT----	( / / )		
<b><u>Pinellas County Health Department Representative</u></b>			
11.Megan Carmichael	(03/10/10)	Caucasian	Female
<b><u>Local Government/Law Enforcement Representatives</u></b>			
12.Pinellas County Sheriff's Office			
13.Largo Police Dept.			
14.Clearwater Police Dept.			
15.Pinellas Park Police Dept. (Michael Piacenza)		Caucasian	Male
16.City of Clearwater (Felicia Leonard)		Caucasian	Female
17.City of St. Petersburg (Cheryl Stacks)		Caucasian	Female
18.Pinellas County			
<b><u>Pinellas County Department of Environment &amp; Infrastructure Representative</u></b>			
19.Robert Davis		Caucasian	Male
<b><u>School System Representative and Alternate</u></b>			
20.Terry Huberty		Caucasian	Male
<b><u>PSTA Representative and Alternate</u></b>			
21.----VACANT---- Donaldson (Marilyn Turman alternate)			
<b><u>Tampa Bay Area Regional Transportation Authority (TBARTA) Representative and Alternate</u></b>			
22.Sheila Martin (primary)		Caucasian	Female
<b><u>Florida Department of Transportation (FDOT) Representative (Non-Member – Technical Support)</u></b>			
23.Lori Marable		Caucasian	Female

<b>ITS ADVISORY COMMITTEE MEMBERS</b>		<b>Race</b>	<b>Gender</b>
Commissioner Karen Seel, Chairman	MPO	N/A	N/A
Councilman Jim Kennedy	MPO	N/A	N/A
Commissioner Harriet Crozier	MPO	N/A	N/A
VACANT	Pinellas County Emergency Communications	N/A	N/A
Pamela Montanari (alternate)	Pinellas County Emergency Communications, Radio System	N/A	N/A
Paul Bertels	Clearwater Traffic (TSMCC)	N/A	N/A
Cory Martens (alternate)	Clearwater Traffic	N/A	N/A
Ken Jacobs	Pinellas County Traffic	N/A	N/A
Bill Foster	St. Petersburg Traffic (TSMCC)	N/A	N/A
Joan Rice	Dunedin Traffic (TSMCC)	N/A	N/A
Julio Ayon	Largo Traffic (TSMCC)	N/A	N/A
Richard Eggers	Pinellas Park Traffic (TSMCC)	N/A	N/A
Tom Whalen	(TSMCC)	N/A	N/A
Bob Bray (alternate)	(TSMCC)	N/A	N/A
Sarah Ward	(TSMCC)	N/A	N/A
Joe Falanga	CAC Representative	Caucasian	Male
Michael Welch	CAC Representative	Caucasian	Male
Jerry Karp	Citizen Representative	Caucasian	Male
Nick Fritsch	Citizen Representative	Caucasian	Male
St. Petersburg Police Department		N/A	N/A
Clearwater Police Department		N/A	N/A
Pinellas County Sheriff		N/A	N/A
Florida Highway Patrol		N/A	N/A
Pinellas Suncoast Transit Authority		N/A	N/A
Chester Chandler	FDOT – Technical Support	N/A	N/A
Rochelle Garrett (alternate)	FDOT – Technical Support	N/A	N/A
Gary Thompson	FDOT (TSMCC) – Technical Support	N/A	N/A
TSMCC – denotes Traffic Signal and Median Control Committee Membership			