

**KANSAS DEPARTMENT OF TRANSPORTATION
TITLE VI/NONDISCRIMINATION PROGRAM UPDATE**

FOR SFY 2022

**PREPARED BY
OFFICE OF CIVIL RIGHTS COMPLIANCE**

SEPTEMBER 2022

revised

**KANSAS DEPARTMENT OF TRANSPORTATION
TITLE VI / NONDISCRIMINATION PROGRAM**

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Kansas Department of Transportation

September 23, 2022

MEMORANDUM TO: STATE TRANSPORTATION ENGINEER
CHIEF COUNSEL
INSPECTOR GENERAL
DIVISION DIRECTORS
BUREAU CHIEFS
OFFICE HEADS
DISTRICT ENGINEERS
TITLE VI COORDINATORS

REGARDING TITLE VI NONDISCRIMINATION POLICY

It is the policy of the Kansas Department of Transportation to assure full compliance with Title VI Nondiscrimination of the Civil Rights Act of 1964. This policy has been incorporated into the Title VI Nondiscrimination assurances, executed by the Department of Transportation in connection with all Federal-Aid Programs including Federal Highway Administration, Federal Transit Administration, and Federal Aviation Administration.

Title VI ensures that no person shall on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity administered by the Kansas Department of Transportation.

Subsequent nondiscrimination authorities and directives also ensure that no person or group of persons shall, on the grounds of age, disability, sex, low income, or limited English proficiency be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity administered by the Kansas Department of Transportation.

To ensure that all Title VI Nondiscrimination requirements are met, all management personnel shall make every effort to identify and eliminate discrimination which may occur in any program or activity of the department; and implement policies and procedures to ensure compliance with Title VI Nondiscrimination requirements.



Julie L. Lorenz
Secretary of Transportation
Director of Kansas Turnpike Authority

Form Approved By <u>HDA 09.27.2022</u> Legal Dept. KDOT

KDOT Title VI Coordinators

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Revised September 28, 2022

**TITLE VI/NONDISCRIMINATION
ACCOMPLISHMENT REPORTS
FOR FY 2022**

Fiscal 2022 Title VI/Nondiscrimination Accomplishments Division of Administration

Goal Statement 1:

Jessica Mills, Employment Officer/Diversity Recruiter will continue in the capacity of Title VI Coordinator. She will continue to become more versed in Title VI by attending Title VI Coordinator meetings, attending webinars relating to topics covering Title VI issues and reviewing articles and publications on Title VI matters.

2022 Achievement:

Jessica Mills reviewed the Title VI requirements and learned more about the program through training, meetings, and materials available online. Jessica Mills attends quarterly Title VI Coordinators meetings with information and discussion to enhance coordinator's knowledge of Title VI.

Goal Statement 2:

During FY 2021 the KDOT Office of Information Technology (OITS) will continue to audit KDOT websites to identify content not in compliance with 508 accessibility standards.

OITS will continue to follow 508 accessibility standards in our new additions to content to the KDOT web site. OITS will continue to run all KDOT websites through monthly accessibility management audits. Those sites that are not in compliance with 508 accessibility standards will be asked to correct the issues.

2022 Achievement:

The activities of OITS are ongoing. We continue to meet our goals with 98% compliance with accessibility standards. We will continue to audit the sites previously reported while working towards 100% compliance. OITS will continue to work on increasing web presence while coordinating our activities with State of Kansas Accessibility Coordinator, Cole Robison.

Goal Statement 3:

The Bureau of Personnel Services (BPS) Organizational Development Unit (ODU) will continue to train employees with courses focusing on the Mission, Vision, and Values of the agency as well as increasing cultural sensitivity and awareness and the importance of diversity in the workplace.

The goal for the Organization Development Unit is to continue to provide excellent customer service to all they serve in all aspects of training.

2022 Achievement:

The Bureau of Human Resources, Organizational Development Unit (ODU), has offered 52 courses focusing on the Mission, Vision, and Values of the agency as well as increasing cultural sensitivity, awareness, and the importance of diversity in the workplace and the entire agency. There were 11 Instructor Led Courses and 41 Online Courses. Of the total courses, 7,341 employees attended these trainings in FY 2022. The ODU has developed 1 new Instructor Led Courses and 4 online trainings this fiscal year that relate to diversity in the workplace to start offering more sessions in FY 2023.

The Organizational Development Unit is to continue to provide excellent customer service in all we serve in all aspects of training.

Goal Statement 4:

Facilities Management: Ergonomic recommendations and ADA requests involving structural modifications and/or cubicle reconfigurations will continue to be addressed on an as-needed basis. It is paramount that valid requests are addressed in a timely fashion.

Multi-Media: Updates can and will be made to the online Spanish vocabulary training module for the Bureau of Personnel Services as needed.

Additionally, the Office of Support Services will continue to make its service available to those in need of printing, graphics, and replacement and/or amendments to all Limited English Proficiency (LEP) compliant materials as needed.

2022 Achievement:

5 ADA requests were received and completed during FY 2022. Graphic and Print Shop created LEP handouts for the “National Suicide Prevention Lifeline”, the KDOT coloring book, and the 2022 HR Law poster.

Goal Statement 5:

Jessica Mills, as Diversity Recruiter, will attend job fairs targeting diverse populations. In addition, she will continue outreach efforts with high school students to educate students about future careers with KDOT, including the Multicultural Youth Internship Program and JAG.

The Employment Officer/Diversity Recruiter will partner with the Office of Support Services to update handouts, marketing & recruitment materials, and tabletop displays.

2022 Achievement:

Jessica Mills attended virtual job fairs while State of Kansas business was remote. The recruitment team attended in-person job fairs and high schools/elementary schools to educate students about the work KDOT does. A Diversity Recruiter was created and hired to continue outreach efforts and target diverse populations.

The Office of Support Services was available for requests to update handouts, recruitment materials, and tabletop displays for events or meetings.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments Division of Aviation

Goal Statement 1:

Identify, assign, and train a new Title VI Coordinator to represent Division of Aviation and ensure all annual division diversity training is completed on time.

2022 Achievement:

Brian Kassin, Public Service Executive II, was selected and assigned to serve as the Title VI Coordinator to represent the Division of Aviation. Director of Aviation and Title VI Coordinator completed all required training to ensure Division of Aviation meets state and department Title VI requirements and all members successfully completed diversity training on time and as required by KDOT.

Goal Statement 2:

Enhance the impact of diversity of thought for every team member by immersing more of the team in a broader spectrum of aviation and division activities. Elevate the baseline knowledge of each team member so they can represent aviation stakeholders with credibility, then integrate this newfound knowledge with their toolkit of personal life experiences to perform meaningful process improvement.

2022 Achievement:

Personnel from every job function taught every other member of the team how to successfully do their job and prepared continuity books to produce fully functional and comprehensive continuity of operations. Each team member participated in aviation industry immersion activities led by Director Brock to empower every member to become fluent in the language, activities, and issues of all aviation stakeholders they represent. These experiences elevated the level of team conversation to the point they could bring their diverse personal experience to bear on division process improvement activities with relevancy and credibility.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments Division of Communications & Public Relations

The Division of Communications works with districts, divisions, bureaus, and offices throughout KDOT to provide media relations; help build relationships with the public, businesses, and government partners; advise during crisis situations and convey department information to all employees.

The Division is committed to offering a welcoming environment and maintaining high standards for both internal and external communications for the agency.

Goal Statement 1:

When it comes to transportation projects, avoid, minimize, or mitigate disproportionately high and adverse effects on minority and low-income populations.

2022 Achievement:

Assist agency staff with public involvement and make sure all public involvement plans address affected communities, protected populations, and Limited English Proficiency (LEP) populations. Increase public involvement efforts to support new projects being funded by the Eisenhower Legacy Transportation (IKE) program.

Goal Statement 2:

Ensure full and fair participation by all potentially affected communities in the transportation decision-making process.

2022 Achievement:

At all public involvement meetings hosted by KDOT, staff made available KDOT's Equal Opportunities and Civil Rights information, including Title VI brochures. Materials are made available in alternate formats, if needed.

Yazmin Moreno, Public Affairs Manager for District 6, is fluent in Spanish and can translate internal and external documents for KDOT. Once hired, Yazmin reviewed the current Title VI brochure that was in circulation and recommended updates. In June of 2022, the Title VI brochure was updated and distributed throughout KDOT. In addition, Yazmin translates news releases for KDOT including sending both an English/Spanish version for news releases in District 6. She is available to provide these same services in other districts/agency communication.

Goal Statement 3:

Inform the IKE Program Management Consulting (PMC) team to include Title VI brochures at all public involvement meetings.

2022 Achievement:

The PMC team is aware of Title VI requirements and has the brochures available at all public meetings led by the PMC staff. Continue to educate PMC personnel on the requirements of Title VI.

Goal Statement 4:

Continue using public involvement efforts to support Title VI efforts while trying to balance public impacts, safety, design, costs, and the overall benefit on a regional or state level.

2022 Achievement:

Provide oversight on the public involvement process and monitor KDOT staff, contractors, and consultants to determine if appropriate Title VI procedures are followed and adequately documented on all federally funded transportation projects.

**Fiscal 2022 Title VI/Nondiscrimination Accomplishments
Division of Field Operations**

Goal Statement 1:

To ensure that as new buildings are constructed and existing buildings remodeled or modernized, that the requirements of the ADA and ADA Amendments Act are taken into consideration during the design and construction phases of the project.

2022 Achievement:

In FY 2022, KDOT completed work on three Sub-area shops located in Manhattan, Clay Center, and Wichita (West). Nearing completion are the District Two Annex in Salina and the District Five Shop addition in Hutchinson. Work is in process on five Sub-area shops in Erie, Osborne, Oberlin, Hill City, and Scott City. Two Sub-area relocation projects have begun at Concordia and Newton. All work was designed and constructed with the requirements of the ADA taken into consideration.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments
Division of Fiscal & Asset Management

Goal Statement 1:

Leah Hubbard, Executive Office Administrator, will continue in the capacity of Title VI Coordinator. She will continue to become more versed in Title VI by attending Title VI Coordinator meetings, attending webinars relating to topics covering Title VI issues and reviewing articles and publications on Title VI matters.

2022 Achievement:

Pam Anderson, Interim Director of Fiscal & Asset Management took over the Title VI Coordinator for the Division of Fiscal & Asset Management. She reviewed the Title VI requirements and learned more about the program through meeting materials that were available. This change was made due to Leah Hubbard moving to a different position. She continues to share information with the Division.

Goal Statement 2:

The Division of Fiscal & Asset Management will continue to train employees with courses focusing on the Mission, Vision, and Values of the agency as well as increasing cultural sensitivity and awareness and the importance of diversity in the workplace. Employees will be encouraged to attend either an Instructor Led Course or an online course available to employees in the KDOT Learning Center.

2022 Achievement:

The Division of Fiscal & Asset Management was able to train new staff and educate them on the Mission, Vision, and Values of the agency. The Division hired a person that Pam Anderson has worked with and will continue to develop to take over these responsibilities in 2023. Her name is Jennifer Ayres.

Goal Statement 3:

All of the Divisions/Offices that report to Lindsey Douglas could attend an agency provided learning opportunity about the basics of Title VI. This could be materials or online opportunities.

2022 Achievement:

Fiscal & Asset Management has allowed their employees to attend all training that was requested by either the employee or their supervisor. We value all training and view it as an investment in our staff. Several staff were able to attend a variety of trainings in person which also helps them experience differences from region to region. We think this helps them gain new ideas. We had them share those ideas with the different sections.

Goal Statement 4:

Make sure that the Division's Title VI contact is able to attend relevant trainings, so they are "up-to-date" on the topic.

2022 Achievement:

Leah Hubbard attended the quarterly Title VI Coordinator meetings and trainings as possible. Pam Anderson was able to read the previous compliance reports so that she was familiar with the program. Pam's experience with federal regulations made this transition easy. Fiscal & Asset Management Division has made training a priority for all staff. They had more staff attend different training this past year than in the past 5 years. Pam Anderson supports training and the investment in our staff.

**Fiscal 2022 Title VI/Nondiscrimination Accomplishments
Division of Innovative Technologies**

Goal Statement 1:

The Division Title VI Coordinator will attend training courses to learn and understand Title VI requirements and effective enforcement techniques for compliance.

2022 Achievement:

The Division Title VI Coordinator attended quarterly Title VI meetings in FY 2022.

Goal Statement 2:

The Division Title VI Coordinator will review existing procedures and ensure administrative, project, and contractual processes comply with Title VI requirements.

2022 Achievement:

The Division Title VI Coordinator reviewed existing procedures to ensure current compliance.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments Division of Planning & Development

The work of the Division of Planning & Development encompasses a wide range of activities and programs. The range of work includes traffic data collection and reporting, traffic safety and outreach activities, geographic information services (mapping), bicycle/pedestrian activities, traffic engineering, public transit, and metropolitan transportation planning. Title VI considerations are integrated into these activities as appropriate and in accordance with KDOT's Title VI Program. Additional involvement with the metropolitan planning organizations (MPOs) in the state, as it relates to Title VI compliance, is coordinated through the Integrated Planning & Mobility Unit.

Overall, the Division has made progress in meeting the goals set forth for state fiscal year (SFY) 2022. Much of the Title VI related work, however, is ongoing in nature and details of the Division's progress towards meeting our established goals are detailed below. During the year, there was a lessening of the role of the ongoing COVID-19 pandemic in the ability to make progress in meeting these goals.

Staff Development and Training

Staff development and training is at the core of our Division's goals on an annual basis. This allows staff to gain knowledge that will assist in implementing the principles of Title VI into our internal planning processes as well as enhancing our ability to serve as valuable partners in statewide and regional planning processes. A list can be found directly below outlining Title VI related training opportunities that Division staff members have participated in over the course of the last state fiscal year:

- The Division Title VI Coordinator from the Integrated Planning & Mobility Unit participated in Title VI Coordinator meetings held by the Office of Civil Rights Compliance.
- Several Division staff members participated in two agency required trainings: Respecting Others in the Workplace (new employee course and refresher course) and OUCH! That Stereotype Hurts.
- The Division Title VI Coordinator and Integrated Planning & Mobility Unit Staff participated in online trainings as they became available which were primarily focused on the Justice 40 Initiative and environmental justice screening and evaluation tools.
- Throughout the year, the Public Transit Manager participated in meetings of the Kansas Commission on Disability Concerns (KCDC). This staff member serves as the Secretary's representative on the Commission.

LEP Activity Report– September 2022

Within the Bureau of Transportation Safety, KDOT worked through the Kansas Traffic Safety Resource Office (KTSRO) to promote outreach programs to Spanish speaking audiences. KTSRO provides a Spanish speaking employee to answer any calls or emails from the community. The Bureau of Transportation Safety has also begun distributing news releases in English and Spanish.

Within the Division there have not been any direct requests for translations of written materials or interpretative services required.

Goal Statement 1:

To obtain training for Division Title VI Coordinator and additional staff members in the Division of Planning & Development as appropriate. This will include Division staff continuing to utilize the KDOT Learning Center to complete required trainings such as Respecting Others in the Workplace and OUCH! That Stereotype Hurts as well as online webinars and training opportunities.

2022 Achievement:

The Division Title VI Coordinator and additional Division staff members took advantage of Title VI related training opportunities that were available internal to the agency and via online. Please see the list of activities above in the Staff Development and Training section. Division staff completed required trainings as assigned by the KDOT Learning Center.

Goal Statement 2:

To ensure that KDOT's Title VI brochure is made available at public meetings such as Local Consult, Transit Asset Management Plan meetings, and corridor planning meetings which are conducted by the Division of Planning and Development or in conjunction with other areas of the agency.

2022 Achievement:

KDOT's Title VI Brochures were made available for Division staff to take to the public meetings that were able to be conducted in SFY 2022.

Goal Statement 3:

To assist new 5310/5311 demand response transit providers, as subrecipients of federal funds, in developing compliant Title VI programs and to assist all FTA funding recipients with the implementation of their approved Title VI Programs as appropriate.

2022 Achievement:

As part of our 5310/5311 application process, KDOT staff coordinated with all existing agencies to make necessary updates to their Title VI Plans to consider 2020 Census data and to make sure all are current and meet the program requirements. New providers that applied for operating and/or capital funds also submitted their Title VI plans to KDOT staff who then analyzed each plan and confirmed the contents included all required elements. All new and updated plans will be attached to the 5310/5311 application forms for each agency this fall. Intercity Bus grantees also completed and submitted Title VI plans to KDOT.

Goal Statement 4:

To provide a Division wide learning opportunity about the basics of Title VI. This could include the development of an educational handout, brief training at a Division event, or other to be determined form of outreach.

2022 Achievement:

Due to limited opportunities for outreach to Division staff this goal will be carried over to 2023 for continued work.

Goal Statement 5:

To continue assessing the need for any Title VI/DBE related changes during regularly scheduled updates of the Public Transit Policy Manual. This update is conducted by the Office of Public Transportation in the Bureau of Transportation Planning.

2022 Achievement:

KDOT Public Transit Staff continued to revise the Policy Manual based on the latest guidance shared with KDOT by the FTA. Staff also keeps public transit agencies aware of changes through updates during Coordinated Transit District (CTD) quarterly meetings and other statewide communication throughout the year.

Goal Statement 6:

To perform outreach to the Spanish speaking residents/communities across the state by working through the staff in the Bureau of Transportation Safety and the Kansas Traffic Safety Resource Office (KTSRO).

2022 Achievement:

The KTSRO has a Spanish-speaking staff member to meet any Spanish communication needs that are presented. Additionally, KTSRO provides Spanish-language versions of the education materials (i.e., pamphlets, brochures, etc.). The Bureau of Transportation Safety has also begun distributing news releases in English and Spanish.

Goal Statement 7:

To conduct Title VI Reviews of the metropolitan planning organizations in Kansas in conjunction with the Office of Civil Rights Compliance.

2022 Achievement:

Due to staff work prioritization and scheduling conflicts, this activity has been carried forward to late summer/fall 2022.

**Fiscal 2022 Title VI/Nondiscrimination Accomplishments
Division of Policy & Legislative Affairs**

Goal Statement 1:

Discuss Title VI topics and Title VI goals at Division staff meetings.

2022 Achievement:

Title VI topics were discussed at Division staff meetings.

Goal Statement 2:

Continue to educate Division personnel on the requirements of Title VI and pursue available training opportunities.

2022 Achievement:

Title VI training opportunities were shared with Division personnel and attended as possible.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments Division of Program & Project Management

Included in the Divisions responsibilities is to manage the KDOT IKE Program PMC; (Program Manager Consultant). The PMC manages a portion of highway design projects and consultants to assist KDOT with the successful delivery of the IKE Program. The 2022 Title VI Accomplishments for the Division of Program and Project Management are listed herein.

Goal Statement 1:

The Division Title VI Coordinator will attend training courses to learn and understand Title VI requirements and effective enforcement techniques for compliance.

2022 Achievement:

Kris Norton attended most Title VI Coordinator meetings for the Division of Program & Project Management for continued knowledge of Title VI and its requirements. No in person Title VI training courses were attend primarily due to COVID-19 restrictions.

Goal Statement 2:

The Division Title VI Coordinator will review existing procedures and ensure administrative, project, and contractual processes comply with Title VI requirements.

2022 Achievement:

PMC managed public meetings were conducted. With few exceptions due to oversight, Title VI brochures were available in English and Spanish at PMC managed public meetings. See Table 1 next page:

Table 1

Activity Date	Activity Type	Group Type	Route	County	K/EA Number	Est. No. of Public Attendees	What Minority Groups Were Represented?					Were Disabled Persons Present?		
							Native America	African America	Hispanic America	Asian America	Unknown	Yes	No	Unknown
2/24/2021 to 3/19/2021	Virtual Public Meeting	General Public	K-383	MD & PI	383-69 EA-2371-25 & 383-74 EA-2372-82	125					X			X
5/26/2022	In-Person	NEPA Kick-off	US-54	56 B&I	54-106 EA-6535-82	150					X			X
6/8/2022	In-person	Stakeholder small group meeting (Brazos game farm)	US-50	Frisley & Gray	050-028 EA-6231-01 and 050-025 EA-6234-01	14					X			X
6/8/2022	In-person	Stakeholder small group meeting (Clarification area)	US-50	Frisley & Gray	050-028 EA-6231-01 and 050-025 EA-6234-01	13					X			X
6/8/2022	In-person	Stakeholder small group meeting (Trucca Dr)	US-50	Frisley & Gray	050-028 EA-6231-01 and 050-025 EA-6234-01	18				X				X
6/7/2022	In-person	Stakeholder small group meeting (Lorenson farm feed store)	US-50	Frisley & Gray	050-028 EA-6231-01 and 050-025 EA-6234-01	5					X			X
6/7/2022	In-person	Stakeholder small group meeting (Piercerville area)	US-50	Frisley & Gray	050-028 EA-6231-01 and 050-025 EA-6234-01	16					X			X
6/7/2022	In-person	Corridor wide stakeholders	US-50	Frisley & Gray	050-028 EA-6231-01 and 050-025 EA-6234-01	30					X		X	X
6/7/2022	In Person	Stakeholder Meeting	US-56	Ford	56-29 EA-6526-02	24					X			X
10/7/2021	In-Person; Online Materials after in-person	Public Meeting	K-136	Hodgeman	EA-5882-01	42					X			X
12/8/2021	In-Person; Online Materials after in-person	Public Meeting	K-4	Saline	EA-3130-82	27					X			X
4/14/2022	In-Person; Online Materials after in-person	Public Meeting	K-4	Saline	EA-3130-82	26					X			X
5/26/2022	Hybrid: In-person and online	Stakeholder Meeting	US-56/US-283/US-400/2nd Ave. Intersection	Ford	56-29 EA-6526-02	20					X			X
5/17/2022	In-Person; Online Materials after in-person	Public Meeting	US-367/US-283/US-400/2nd Ave. Intersection	Ford	56-29 EA-6526-01	18					X			X
5/26/2022	In-Person; Online Materials after in-person	Public Meeting	East Killgore	Sequoyia & Butler	054-326 EA-6535	150					X			X
8/9/2021	In-Person	Public Meeting with NIT neighborhood	K-10; N7	Douglas	010-021 EA-3634-03	25					X			X
9/23/2021	In-Person	Public Meeting with NIT neighborhood	K-10; N7	Douglas	010-021 EA-3634-03	40					X			X
6/28/2022	In-Person	Public Meeting	K-10; N7	Douglas	010-021 EA-3634-03	90					X			X

**Fiscal 2022 Title VI/Nondiscrimination Accomplishments
Division of Safety**

Goal Statement 1:

The Division of Safety will appoint a Title VI Coordinator.

2022 Achievement:

Tammi Clark, Industrial Hygienist with the Division of Safety was appointed as the Division's Title VI Coordinator.

Goal Statement 2:

To attend the KDOT Title VI Coordinators quarterly meetings to learn and become more familiar with Title VI.

2022 Achievement:

Tammi Clark attended several training classes and TEAMS meetings. Some of the involvement was limited due to COVID-19.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments Bureau of Construction & Materials

The Bureau of Construction & Materials complies with Title VI requirements in programs overseen by the Bureau. Some examples are listed below.

- Information about planned projects is made accessible to all parties.
- Title VI provisions are incorporated into construction contracts.
- Bureau personnel work closely with the Office of Civil Rights Compliance to administer the Disadvantaged Business Enterprise (DBE) program.
- Compliance with the Americans with Disabilities Act (ADA) is ensured on 1R projects.

The 2022 Title VI goals and accomplishments for the Bureau of Construction & Materials are shown below.

Goal Statement 1:

Discuss Title VI topics and Title VI goals at all bureau staff meetings.

2022 Achievement:

Blair Heptig participated in most of the Title VI coordinator meetings. Discussion topics from these meetings, DBE considerations, and progress on 2022 Title VI goals were discussed with the Bureau's senior manager and others in the bureau.

Goal Statement 2:

Continue to educate Bureau personnel on the requirements of Title VI and pursue available training opportunities.

2022 Achievement:

Several members of the Bureau attended the annual district construction and materials meetings. Each of these meetings had personnel from the Office of Civil Rights Compliance highlight the functions of their office and answer questions pertaining to Title VI.

Updated KDOT Equal Opportunity and Civil Rights Information (Including Title VI) brochures in both English and Spanish languages were made available near public entrances to the Materials & Research Center.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments Bureau of Local Projects

On most projects administered by the Bureau of Local Projects, the Title VI compliance is managed by the appropriate KDOT construction office. Seven cities have been approved to administer their own projects, including letting and contract administration. The Bureau provides a quality assurance level oversight of these projects that includes confirmation of compliance with Title VI programs.

Goal Statement 1:

Continue providing oversight on locally administered projects that includes monitoring of contractor and local agency activities to determine if appropriate Title VI procedures are followed and adequately documented.

2022 Achievement:

- A. Review bid documents to confirm that appropriate specifications are included to comply with Title VI prior to providing approval to the LPA to advertise the project.
- B. Reconfirm that the appropriate specifications are included in the contract documents and all applicable certifications by the contractor have been made prior to giving the LPA authority to award the contract.
- C. Bureau of Local Projects staff coordinate with the KDOT Office of Civil Rights Compliance staff to confirm that appropriate work has been provided to approved Disadvantaged Business Enterprise (DBE) contractors prior to giving the LPA authority to award the contract.
- D. Track receipt of prompt-pay documentation from the LPAs for all LPA-administered projects to document each subcontractor payment. Verify that information is correct. This is required prior to reimbursing local agency.
- E. Verify through “end of project” affidavit from the LPAs and payment confirmation documentation from the DBEs to certify complete and final payments.

Staff Development and Training:

Ongoing training/learning has taken place as a result of coordination and discussion with FHWA Division staff and participation in their reviews of our programs.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments Bureau of Research

Research, development, technology transfer, and implementation activities administered by the Bureau of Research, including Local Technical Assistance Program (LTAP), Kansas Transportation Research And New-Developments (K-TRAN), Ad Hoc, and other in-house research projects comply with Title VI requirements.

Goal Statement 1:

Ensure all K-TRAN projects and other research contracts have required language to encourage minority and female participation.

2022 Achievement:

The Bureau of Research continues to include language requiring compliance with applicable provisions of the KDOT Title VI / Nondiscrimination Program in all contracts administered by the Bureau.

Goal Statement 2:

Continue to pursue available training opportunities to educate Title VI Coordinator and bureau personnel on Title VI requirements as appropriate.

2022 Achievement:

Sally Mayer (Bureau of Research Title VI Coordinator) and several Research staff participated in Minnesota DOT's Research Peer Exchange in October 2021. The Peer Exchange included a session highlighting practices by various state DOTs to incorporate equity in transportation planning and research.

Limited English Proficiency (LEP) Activity

Updated KDOT Equal Opportunity and Civil Rights Information (Including Title VI) brochures in both English and Spanish were made available near public entrances to the building.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments Bureau of Right of Way

The policies and procedures within the Bureau of Right of Way accommodate Title VI of the Civil Rights Act in all phases of the Bureau's core functions including the surveys, environmental services, right of way engineering, inventory and disposal, appraisal, acquisition, relocation, property management, highway beautification program, and when utilizing contract services for these project development activities.

The Bureau of Right of Way is comprised of a staff of approximately 60 people that perform these various activities. Three of the staff members are temporary or part time.

Goal Statement 1:

Title VI training will be provided to all staff members that are new to the Bureau since March 14th of 2018. (This program will be based on the training provided to the entire Bureau at the March 14, 2018, Bureau meeting as well as other newly developed updates to the program based on changes at the Federal and State levels).

2022 Achievement:

Title VI Training per se, was not accomplished during this period. However related training related to diversity and sensitivity was accomplished via various sessions through the KDOT Organizational Development Unit (ODU).

Goal Statement 2:

The coordinator will participate in the Multicultural Youth Program, if the opportunity is available, in the upcoming fiscal year. The coordinator will mentor a youth intern, while supporting the mission of the program and potentially increase diversity and inclusiveness in the Bureau and the Agency as a whole.

2022 Achievement:

The specific program was not offered. The coordinator did mentor various existing and new staff member over the period.

Goal Statement 3:

Provide information relative to available training to Bureau staff. Request that section leaders provide data on external training for their staff that relates to

Title VI or request the training report from the ODU. This training data will be included on the annual reports.

2022 Achievement:

There were no specific training opportunities that arose during the period outside of the normal sessions that are available to staff. The ODU and Learning Center went through an upgrade, so the training data was not requested.

Goal Statement 4:

Monitor and report on all Bureau program aspects for compliance with Title VI requirements. This includes procuring translation services for the Bureau.

2022 Achievement:

The coordinator monitored the activities of the Bureau and there were no issues brought forward.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments Bureau of Road Design

The 2022 Title VI Accomplishments for the Bureau of Road Design are listed herein.

Goal Statement 1:

Eliminate, reduce, and/or mitigate adverse impacts on protected group communities, businesses, and individuals through open disclosure at public meetings and in studies prior to design.

2022 Achievement:

Public meetings and/or local public official's meetings concerning projects were conducted as shown in the attached Table 1. The Title VI brochures were made available.

Table 1

Activity Date	Activity Type	Group Type	Route	County	K/KA Number	Est. No. of Public Attendees	What Minority Groups Were Represented?					Were Disabled Persons Present?		
							Native American	African American	Hispanic American	Asian American	Unknown	Yes	No	Unknown
2/23/2021 to 3/19/2021	Virtual Public Meeting	General Public	K-383	NO & PL	383-69 KA-2371-03 & 383-74 KA-2372-02	120					X			X
5/26/2022	In-Person	NEPA Kick-off	US-54	SG & BU	54-106 KA-6535-02	150				X				X
7/14/2022	In-Person Public Meeting	General Public	US-69	WY	69-105 KA-4881-02	25			X			X		
1/19/2022	DBE Networking Meeting	DBE	US-69	JO	69-46 KA-5700-02	25	X	X						X
1/24/2022 to 1/28/2022	Virtual Public Meeting	General Public	US-69	JO	69-46 KA-5700-02	50				X				X

Goal Statement 2:

Provide equal opportunity for Disadvantaged Business Enterprise (DBE) consultants with minority and women staff.

2022 Achievement:

We continue to advertise projects in the Kansas Register to allow an opportunity for DBE firms to apply for Kansas projects.

**Fiscal 2022 Title VI/Nondiscrimination Accomplishments
Bureau of Structures & Geotechnical Services**

Goal Statement 1:

Training for the Title VI Coordinator

2022 Achievement:

This is an ongoing target. Training continues through quarterly meetings with the department-wide staff. When available, webinars are presented to staff to learn about opportunities to further engage Title VI requirements.

Goal Statement 2:

Participate in the Multicultural Youth Program, if available: mentor and expose a high school student to one of the many types of work opportunities that can be explored further in college.

2022 Achievement:

Unfortunately, due to the increased workload the BSGS staff did not have the availability to mentor high school student this fiscal year.

Goal Statement 3:

Participate in the NTSI STEM Camp in July 2022

2022 Achievement:

The STEM Camp covered two one-week sessions in July. The Bureau contributed by creating a popsicle-bridge building class. One of our professional engineers presents at both one-week camps to discuss the work that the Bureau does and the importance of the work to KDOT, Kansas, and the companies working in Kansas. All is tied into the importance of learning the STEM disciplines. Students built bridges using popsicle sticks and glue. Later in the week, the students were able to test the strength of the bridges by applying weight to failure.

Goal Statement 4:

Participate in the MAGIC Camp Summer 2021

2022 Achievement:

MAGIC Camp occurred in June 2022. On the last day a panel of women professionals from KDOT and KDOT partners spoke with the group of high school girls about the experiences as women in the transportation industry and the job opportunities available.

Goal Statement 5:

Participate in the Construction Career Days in 2021

2022 Achievement:

BSGS presented to a group of fourth grade students at the Construction Career Days and assisted with a gumdrop bridge activity.

Unfortunately, due to the COVID-19 pandemic, the 2021 Construction Career Expo was canceled. BSGS was not able to participate.

The BSGS typically has employees that attend and support the various outreach programs within the agency. The staff has a wide range of different professional backgrounds to provide alternate points of view of the work in KDOT.

Goal Statement 6:

Provide equal opportunities to DBEs for stand-alone bureau projects (Ancillary Structure and set-a-side projects)

2022 Achievement:

Due to how some stand-alone Bureau specific projects are advertised for consultant work, advertisement to DBEs is more complicated than most project advertisements. The selection is made from a set of consultants that have been shortlisted with specific preapproval and contracts for on-call requests. However, the Bureau is looking to make sure that the opportunities to be on the shortlisted on-call list are also provided to DBEs. This is an on-going goal.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments District 1

The District One Office and its six field Construction Offices continue to monitor the Equal Employment Opportunity Contract Compliance of construction contractors through the use of the Federal-Aid Highway Construction Contractors Annual Report, the FHWA Form 1391, the certificate of Affirmative Action Requirement, compliance with EEO contractual requirements, and contractor EEO policies.

The six field Construction Offices (Horton, Olathe, Bonner Springs, Topeka-Gage, Emporia, and Wamego): reviewed and monitored the Contractor Payroll Transcripts and labor compliance; monitored and reviewed the Contractor's Weekly Trainee Reports; discussed required submissions of payrolls and Davis-Bacon requirements during pre-construction conferences and at monthly/weekly contractor meetings; reviewed payroll listings submitted and payrolls weekly; conducted quarterly wage rate interviews with every contractor and subcontractor.

All pre-construction conferences and public meetings were held at accessible sites and assistance was provided for any requests for assistance.

Every office in District One has available the Title VI brochures and are made available at public meetings in District One. Alternative formats are made available in all press releases, which include announcements of public meetings where accessible sites and assistance are also made available upon request.

Training: Training that included topics on discrimination that our employees attended are: 7 Strategies for Developing Cohesive Teams, four (4) employee; Adapting to the Speed of Change, six (6) employees; Behavior and Social Styles, five (5) employees; Crossing Moral Lines and Ethical Behavior, six (6) employees; EEO Rep Training online course, eighteen (18) employees; Employment in Public Service online course, forty (40) employees; Ethics 101, eight (8) employees; Finding Joy, five (5) employees; Generation Y: Y Did They Do That?, two (2) employees; Generations, seven (7) employees; Generations online course, five (5) employees; Growth Mindset, one (1) employee; Harassment and Bullying, forty-nine (49) employees; Harassment Prevention, forty-seven (47) employees; Hiring the Best, thirteen (13) employees; Hiring the Best on-line course, eighteen (18) employees; Identifying Discrimination and Sexual Harassment, thirteen (13) employees; Kansas Governmental Ethics on-line course, three hundred thirty-five (335) employees; KDOT Overview for New Employee (NEO) online course, thirty-seven (37) employees; Mediation and Partnering, thirteen (13) employees; Ouch! That Stereotype Hurts for Employees, twenty-five (25) employees; Ouch! That Stereotype Hurts for Supervisors, ten (10) employees; Please Respect My Generation, six (6) employees; Preventing Discrimination online course, twelve (12) employees; Professionalism and Ethics, seven (7) employees; Progressive Discipline, six (6) employees; Respecting Others for New Employees (NEO) online course, thirty-nine

(39); Respecting Others In The Workplace online course, one hundred thirty-four (134); Sexual Harassment online course, ten (10) employees; Sexual Harassment Policy online course, one (1) employee; Spanish 1 Overview, two (2) employees; Spanish 2 The Alphabet online course, two (2) employees; Spanish 3 Numbers online course, two (2) employees; Spanish 4 Telling Time online course, two (2) employees; Spanish 5 Days of the Week and Months of the Year online course, two (2) employees; Spanish 6 Workforce online course, two (2) employees; Spanish 7 Safety Signs online course, two (2) employees; Spanish 8 Safety Equipment online course, two (2) employees; Spanish 9 Construction Tools and Equipment online course, two (2) employees; Spanish 10 Materials and Products online course, two (2) employees; Spanish 11 Basic Communication online course, two (2) employees; Spanish 12 & 13 - Administrative/Supervisor online course, two (2) employees; Spanish 14 & 15 - Compliments & Directions online course, two (2) employees; Spanish 16 & 17 - Colors & Emergency Phrases online course, two (2) employees; The Simple Truths of Appreciation, two (2) employees; Truckers Against Trafficking online course, thirty (30) employees; Unconscious Bias, one (1) employee; Workplace Bullying, two (2) employees.

Goal Statement 1:

District One will continue to attempt to work on selecting employees from protected groups in the hiring process as positions become available.

2022 Achievement:

District One has worked to encourage the selection of employees who are the most qualified individuals for the process and that no protected groups were prevented from being interviewed and have used a combination of TEAMS meetings, due to COVID restrictions, and in-person meetings to enable candidates to interview when necessary.

Goal Statement 2:

District One wants to continue to strongly encourage its employees and make those aware who speak with the public or work in one of the Construction Offices that they have an opportunity to take the on-line Spanish curriculum called Basic Spanish in the Workplace and will continue with ongoing training and practices that accomplish the goals of fostering a diversified employee environment.

2022 Achievement:

The on-line course for Basic Spanish in the Workplace was offered again this year and attendance was on a voluntary learning experience basis. District One had participation from two employees taking these courses.

Goal Statement 3:

District One will again request that the Office of Civil Rights Compliance offer more training on Title VI for their employees.

- This includes having yearly training for the District Construction staff and Construction Field Offices, by the Office of Civil Rights Compliance, to discuss, educate, and give refresher on the topics of Title VI, and instruct in the use of the Title VI brochures for use with the public.
- The Area Four Field Engineering Administrator & District One Title VI Coordinator, Michelle Anschutz, will attend training for Title VI as it becomes available. District One also requests that the Office of Civil Rights Compliance attends and speaks at the annual District Construction and Materials meeting to discuss Title VI requirements and applications.

2022 Achievement:

The Office of Civil Rights Compliance, again this year, did not hold Contract Compliance Training for District personnel due to COVID meeting restrictions. District One continues to request that its field offices refresh its employees' knowledge of the Title VI requirements and encourages them to attend courses such as the EEO Compliance training.

The Area Four Field Engineering Administrator & District One Title VI Coordinator, Michelle Anschutz, attends the quarterly Title VI meetings and EEO Rep Training online course.

**Fiscal 2022 Title VI/Nondiscrimination Accomplishments
District 2**

Goal Statement 1:

Continue to invite Office of Civil Rights Compliance to attend pre-construction meetings.

2022 Achievement:

Representatives from the Office of Civil Rights Compliance were invited to attend all pre-construction meetings with the District.

Goal Statement 2:

Engage in discussions during field check meetings to identify 4(f) lands.

2022 Achievement:

All the field notes included documentation concerning 4(f) land.

Goal Statement 3:

Distribute Title VI brochures in Spanish and English during public meetings.

2022 Achievement:

The District Public Affairs Manager continues to distribute the Title VI brochures during all public meetings in both English and Spanish. The updated brochure was available at pre-construction meetings in the District.

Training:

All District employees are required to attend OUCH training and update their Respecting Others in the Workplace. The Office of Civil Rights spoke during the District 2 Construction and Materials Meeting on January 19, 2022.

**Fiscal 2022 Title VI/Nondiscrimination Accomplishments
District 3**

Goal Statement 1:

Continue to educate the public by making Title VI brochures available at all public meetings in both Spanish and English formats. In addition, meetings shall be held in accessible buildings. However, COVID-19 may impact the way future meetings are held.

2022 Achievement

The only public meeting held in D3 in FY 2022 was held at the Almena Community Center in October 2021. This meeting was held to educate the public and answer questions about the approaching K-383 reconstruction project. The venue was ADA accessible. Brochures were made available to the public in Spanish and English.

Goal Statement 2:

Hold discussion session with Area staff to discuss Title VI goals.

2022 Achievement

The previous Title VI coordinator discussed Title VI goals individually with D3 Area offices.

Goal Statement 3:

Monitor public meeting facilities to ensure the facilities are ADA accessible.

2022 Achievement

As mentioned above, only one meeting facility was used for a public meeting during FY 2022. The facility was ADA accessible.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments District 4

The District 4 Offices continue to follow Title VI guideline practices by reviewing and monitoring public meetings to assure that buildings for the meetings are ADA accessible facilities; that Title VI brochures in English and Spanish are available at the meetings; and that when public notices are sent out for the meetings, a notation that discusses the availability of alternative formats being available is included.

Goal Statement 1:

The District 4 Title VI Coordinator will continue to monitor public meeting facilities to assure that they are ADA accessible facilities.

2021 Achievement:

Due to COVID-19 no public meetings were held, nor did the District 4 Coordinator attend any public meetings.

Goal Statement 2:

The District 4 Title VI Coordinator will continue to make sure that Title VI brochures are available at public meetings and at District 4 Area offices in English and Spanish.

2021 Achievement:

Due to COVID-19 no public meetings were held, nor did the District VI Coordinator attend any meetings to display the Title VI brochures. Each Area office in District 4 was found compliant with the display of the Title VI Brochures and the Title VI Public Notice for anyone who might visit the office.

Goal Statement 3:

The District 4 Coordinator will continue to monitor public notices for public meetings to see that the offer for alternative accessible formats is included in the notice.

2021 Achievement

Due to COVID-19 no public meetings were held, to be able to observe the offer for alternative accessible formats upon request. A contract has been established for interpretive services, as needed.

Staff Development and Training:

“Adapting to the Speed of Change” training on various dates. 6 people attended.

“Behavior and Social Styles” training on various dates. Viewed by 6 people.

“Strategies For Developing Cohesive Teams” on various dates. Viewed by 51 people.

“Crossing Moral Lines and Ethical Behavior” on various dates. Viewed by 4 people.

“EEO Representative Training On-line Course” on various dates. Viewed by 6 people.

“Employment in Public Service On-line Course” on various dates. Viewed by 39 people.

“Ethics 101” on various dates. Viewed by 22 people.

“Finding Joy” Training On-line Course was attended by 1 person.

“Generation Y: Y Did They Do that?” Training On-line Course was attended by 1 person.

“Generations” Training On-line Course was attended by 7 people.

“Harassment and Bullying” On-line Course was attended by 46 people.

“Harassment Prevention” On-line Course was attended by 91 people.

“Hiring the Best” On-line Course was attended by 27 people.

“Identifying Discrimination and Sexual Harassment” On-line Course was attended by 11 people.

“Kansas Governmental Ethics” On-line Course was attended by 341 people.

“KDOT Overview for New Employees (NEO)” On-line Course was attended by 39 people.

“Mediation and Partnering” On-line Course was attended by 11 people.

“Ouch! That Stereotype Hurts for Supervisors” On-line Course was attended by 9 people.

“Ouch! That Stereotype Hurts for Employees” On-line Course was attended by 26 people.

“Please Respect My Generation” On-line Course was attended by 1 person.

“Preventing Discrimination” On-line Course was attended by 8 people.

“Professionalism and Ethics” On-line Course was attended by 7 people.

“Progressive Discipline” On-line Course was attended by 9 people.

“Respecting Others for New Employees (NEO)” On-line Course was attended by 39 people.

“Respecting Others in the Workplace” On-line Course was attended by 95 people.

“Sexual Harassment” On-line Course was attended by 9 people.

“Spanish 10-Materials and Products” On-line Course was attended by 1 person.

“Spanish 11- Basic Communication” On-line Course was attended by 1 person.

“Spanish 12 & 13- Administrative/Supervisor” On-line Course was attended by 1 person.

“Spanish 14 & 15-Compliments & Directions” On-line Course was attended by 2 people.

“Spanish 16 & 17-Colors & Emergency Phrases” On-line Course was attended by 2 people.

“Truckers Against Trafficking” On-line Course was attended by 39 people.

“Workplace Bullying” On-line Course was attended by 1 person.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments District 5

The District Five Office and eight field construction offices (Pratt, El Dorado, Hutchinson, Winfield, Great Bend, Wichita-Metro, Wichita-North, and Wichita-West) monitored the EEO contract compliance of construction contractors through the use of the Federal-Aid Highway Construction contractor's annual report, the FHWA Form 1391, the certificate of Affirmative Action Requirement, compliance with EEO contractual requirements, and contractor EO policies.

All eight construction offices review and monitor the contractor payroll transcripts and labor compliance using AASHTWARE-CRL online. Discussion is held during pre-construction conferences to review the Davis-Bacon requirements. During construction, questions/concerns are handled at monthly/bi-weekly/weekly contractor meetings, and by telephone and e-mail. Wage rate interviews are conducted on each project during construction and checked against the submitted payrolls by the area construction offices. The results are compiled and submitted to the District Office Coordinator on a quarterly basis where they are checked and submitted as requested to the Bureau of Construction.

All pre-construction conferences and public meetings were held at accessible sites and assistance provided to anyone requesting assistance. Due to the COVID-19 pandemic, some pre-construction conferences and monthly/bi-weekly/weekly contractor meetings were in the field, some by telephone conference call or video conferencing, and some have returned to face-to-face (indoors).

All District Five offices have the Title VI brochures available in their offices and at public meetings.

Goal Statement 1:

Seek training opportunities from Office of Civil Rights Compliance for the District Five Title VI Coordinator and District Mentor to become more knowledgeable regarding Title VI details and best practices to monitor compliance. Attend a public meeting to learn how contractors and the public work together for Title VI compliance.

2022 Achievement:

The first public meeting of the U.S. 54 ("East Kellogg") Progressive Design-Build project was held on May 26, 2022. The event was well attended by KDOT staff and over 150 members of the public. Information was available in the form of verbal question/answer as well as in pamphlets. Information covered is also available on the IKE website.

Goal Statement 2:

District Five Construction Mentor will continue providing oversight on locally administered projects to monitor and determine if appropriate Title VI procedures have been followed.

2022 Achievement:

District Five Mentor attended pre-construction meetings either in person or via teleconferencing to monitor Title VI procedures.

Goal Statement 3:

District Five Construction Offices will continue to use the Bulletin Board Check Sheet (April 2021) provided by the Office of Civil Rights Compliance to ensure that all bulletin boards are compliant before construction begins. The checklist documentation will be retained with the project files. The District Mentor will also conduct random on-site follow-up visits to check the conditions and clarity of information on the boards.

2022 Achievement:

District 5 Construction Offices conducted bulletin board checks on each construction project in the District prior to the start of construction. Documentation was included with the checklist of any missing information by email to the Office of Civil Rights Compliance and to the contractor.

Goal Statement 4:

Continue to request representative from Office Civil Rights Compliance to present at District Five Construction/Materials winter meeting to educate staff on any updates and changes regarding Title VI requirements

2022 Achievement:

Deb Dillner, Office of Civil Rights Compliance, presented at the February 10, 2022 District 5 Construction & Materials meeting to provide updates and areas needing attention regarding Title VI requirements.

Training & Events:

All District Five employees are annually required to individually complete the following on-line training courses: Respecting Others in the Workplace, OUCH, That Stereotype Hurts, and Harassment Prevention Training.

District V (Wichita) hosted Magic Camp (Mentoring Girls in Construction) June 20 - 24, 2022 for girls ages 14-18. The girls participated in hands-on activities in order to develop a basic understanding of transportation and construction with a strong “safety first” attitude & “we can do it” mindset. They received valuable trade information and learned about the wide range of careers related to construction.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments District 6

District Six is routinely involved in activities with contractors, vendors, and members of the public that qualify for protection under Title VI. The District Six Title VI Coordinator and all other members of District Six leadership are asked to monitor the activities they administer, such that Title VI needs are addressed and satisfied.

Goal Statement 1:

Provide the opportunity for continued training for the District Six Title VI coordinator.

2022 Achievement:

Yazmin Moreno, the District Six Title Six coordinator, participated in a training provided by Deb Dillner, Program Coordinator, on April 5 via TEAMS.

Goal Statement 2:

Meet with other Title VI Coordinators regularly to discuss Title VI issues and successes.

2022 Achievement:

KDOT Title VI Coordinators meet every quarter. Meetings were held on TEAMS. Yazmin Moreno, the District Six Title VI coordinator participated in a Coordinators meeting on July 12.

Goal Statement 3:

Continue to educate the public by making Title VI documents available in English and Spanish at all public meetings.

2022 Achievement:

The District Six coordinator attended all pre-construction and public involvement meetings. This allows the coordinator to be aware of all projects and their impact on the individuals and communities affected by KDOT projects in District Six.

District Six held two public involvement meetings in Ford and Gray counties. There were Spanish speaking individuals in attendance. The District Six coordinator provided translation services for these individuals to speak with the engineers and design team. Yazmin is fluent in Spanish and

English. She was able to translate to Spanish speaking individuals and answered all their questions. All handouts were translated into Spanish including the Title IV brochure.

Fiscal 2022 Title VI/Nondiscrimination Accomplishments Office of Civil Rights Compliance

Goal Statement 1:

Continue monitoring of KDOT informational meetings and hearings for Title VI/Nondiscrimination inclusion. The Program Consultant in each respective District will attend these meetings when possible to spot check meetings to assure nondiscrimination.

2022 Achievement:

Office of Civil Rights Compliance (OCR) staff attended public meetings when possible. These included project specific, local consults and various other meetings. OCR staff also regularly attend pre-construction meetings. With the COVID-19 pandemic, the OCR staff have attended meetings on virtual formats or via conference calls.

Goal Statement 2:

Request continued presence on District Construction Meeting agendas. The focus will be maintaining a Civil Rights presence for District personnel. Presentations by Program Consultants will address one or more of the following topics: DBE Trucking for goal credit, Title VI/Environmental Justice, On the Job Trainees, contract compliance reviews, 1391 annual EEO reports, Davis Bacon Act complaints, and other relevant topics as necessitated for the 2022 construction season.

2022 Achievement:

Due to the continued COVID-19 pandemic, only three annual District meetings were held in early 2022: District 2 on January 19th, District 4 on March 8th, and District 5 on February 10th. Districts 1, 3, and 6 were not held. The OCR staff are available for questions and clarifications via phone, email, and virtual connections.

Goal Statement 3:

Continue to develop and organize periodic meetings for current and new Title VI Coordinators.

2021 Achievement:

Quarterly Title VI Coordinator meetings were initiated in January 2019 with the Coordinators of all program areas in KDOT attending in person or via

virtual formats. Coordinators are notified about training as opportunities become available.

Staff Development and Training:

OCR staff attended the following training:

7/2/21	Motsinger CPA DBE Support Services presented MasterMinds (Business Development), Virtual, Attendee: Dillner
8/6/21	Motsinger CPA DBE Support Services presented MasterMinds (Business Development), Virtual, Attendee: Dillner
8/10/21	COMTO A Seat at the Table Webinar, Attendee: Dillner
8/20/21	Motsinger CPA DBE Support Services presented MasterMinds (Business Development), Virtual, Attendee: Dillner
8/25/21	MetroQuest Public Engagement Webinar, Attendee: Dillner
9/3/21	Motsinger CPA DBE Support Services presented MasterMinds (Business Development), Virtual, Attendee: Dillner
9/8/21	MoDOT DBE Certification Training, Virtual, Attendees: Watson, Bakarich, Howard, Warfield, & Dillner
9/15/21	FHWA Risk Assessment Webinar, Attendee: Dillner
10/5/21	ENO Center Women at the Helm Webinar, Attendee: Dillner
10/6/21	FHWA Business Case Webinar, Attendee: Dillner
10/12/21	ENO Center Partnering Webinar, Attendee: Dillner
10/14/21	FTA DBE Program Listening Session Webinar, Attendee: Dillner
10/15/21	MAASHTO Conference Home Field Advantage Webinar, Attendee: Dillner
10/20/21	UMKC Government Small Business Certification Webinar, Attendee: Dillner
10/22/21	CUTU Indigenous People in Transportation Webinar, Attendee: Dillner
10/27/21	MetroQuest Virtual Public Involvement Webinar, Attendee: Dillner
11/1-4/21	AASHTO Conference, Virtual, Attendees: Darling & Dillner
11/9/21	USDOT Environmental Justice Webinar, Session 1, Attendees: Warfield & Dillner
11/16/21	USDOT Environmental Justice Webinar, Session 2, Attendees: Darling, Warfield, & Dillner
12/1/21	USDOT FTA Webinar, Attendee: Dillner
12/6/21	USDOT FHWA Webinar, Attendee: Dillner
12/7/21	MetroQuest Measuring Public Involvement Effectiveness Webinar, Attendee: Dillner
12/10/21	USDOT Office of the Secretary, Innovation & Safe Streets for All Webinar, Attendee: Dillner
12/14/21	USDOT Office of the Secretary, Infrastructure Webinar, Attendee: Dillner
1/7/22	FTA Webinar, Attendee: Dillner
1/26/22	USDOT \$15 Minimum Wage Webinar, Attendee: Dillner
2/3/22	FTA RAISE Funding Webinar, Attendee: Dillner

2/23/22 MetroQuest Public Involvement Webinar, Attendee: Dillner
 3/1/22 USDOL BIL & Davis Bacon Webinar, Attendee: Dillner
 3/2/22 USDOT DBE Contract Goal Setting Webinar, Attendee: Dillner
 3/10/22 USDOT DBE New NAICS Code Webinar, Attendee: Watson & Dillner
 3/16/22 FTA CEJST Webinar, Attendee: Dillner
 3/29/22 MoDOT External Civil Rights Symposium, Virtual, Attendees:
 Bakarich, Darling, & Dillner
 3/30/22 USDOT Women in Small Business Webinar, Attendee: Dillner
 4/20/22 USDOT Team Talking Webinar, Attendees: Bakarich & Dillner
 4/20/22 USDOT Prompt Pay & Retainage Webinar, Attendee: Dillner
 5/17/22 USDOT GFE Webinar, Attendees: Watson, Darling, & Dillner
 5/25/22 USDOL Building Mental Health Friendly Workplaces Webinar,
 Attendee: Dillner
 6/14/22 USDOT Flex Funding Webinar, Attendee: Dillner
 6/21/22 USDOT Equity in Transportation Webinar, Attendee: Dillner
 6/22/22 ENO Center Implementing the IIJA Webinar, Attendee: Dillner

KDOT required annual Staff Training:

KDOT requires the following courses to be completed individually on-line annually:

- Respecting Others in the Workplace
- OUCH, That Stereotype Hurts
- Anti-Harassment

Staff Outreach Activities:

OCR staff completed the following outreach activities:

7/9/21 COMTO-KC Board Meeting, Virtual, Participants: Watson, Darling, & Dillner
 7/12-16/21 Washburn University STEM Camp, Topeka, Participants: Watson, Darling, Howard, Bakarich, & Dillner
 7/13/21 MAASHTO Civil Rights Committee Meeting, Virtual, Participant: Watson
 7/13/21 KDOT Title VI Coordinators Meeting & Training, Virtual, Participant: Dillner
 7/19-23/21 Washburn University STEM Camp, Topeka, Participants: Watson, Darling, Howard, & Bakarich
 8/4/21 MAASHTO Diversity & Inclusion Committee Meeting, Participant: Watson
 8/12/21 COMTO-KC Scholarship Banquet, Virtual, Participants: Watson & Darling
 8/13/21 COMTO-KC Board Meeting, Virtual, Participants: Watson, Darling, & Dillner

8/26/21 KDOT Public Meeting, FHWA 3-Year DBE Goal Methodology, Virtual, Participants: Watson, Darling, Howard, Bakarich, Warfield, & Dillner

9/10/21 COMTO-KC Board Meeting, Virtual, Participants: Darling & Dillner

9/23/22 COMTO-KC Golf Tournament Committee Meeting, Virtual, Participant: Darling

9/24/21 United Way Nancy Perry Day of Caring, Topeka, Participants: Watson, Darling, Howard, Bakarich, & Warfield

10/4/21 MAASHTO Civil Rights Committee Meeting, Virtual, Participant: Watson

10/5/21 MAASHTO Diversity & Inclusion Committee Meeting, Participant: Watson

10/15/21 COMTO-KC Board Meeting, Virtual, Participants: Watson & Bakarich

11/12/21 COMTO-KC Board Meeting, Virtual, Participants: Watson & Darling

11/23/21 Royal Valley Elementary School Construction Career Day, Hoyt, Participants: Howard, Darling, Bakarich, Warfield, & Dillner

12/8/21 SE3 Event, Lee's Summit, MO, Participants: Watson & Dillner

12/17/21 COMTO-KC Annual Meeting, Virtual, Participants: Watson, Warfield, & Darling

1/11/22 KDOT Title VI Coordinators Meeting & Training, Virtual, Participants: Watson, Bakarich, Howard, Darling, Warfield, & Dillner

1/19/22 KDOT District 2 Annual Meeting, Virtual, Participants: Watson, Warfield, & Dillner

1/19/22 KDOT Hwy69Express DBE Mixer, Overland Park, Participants: Watson, Howard, Warfield, & Dillner

2/9/22 COMTO-KC Strategy Meeting, Virtual, Participant: Watson

2/10/22 KDOT District 5 Annual Meeting, Hutchinson, Participants: Warfield & Dillner

3/2/22 COMTO-KC Garret A Morgan Day, Kansas City Metro, Participants: Watson, Howard, & Dillner

3/8/22 KDOT District 4 Annual Meeting, Independence, Participants: Watson, Darling, & Dillner

3/11/22 COMTO-KC Board Meeting, Virtual, Participant: Dillner

3/23/22 COMTO-KC Scholarship Committee Meeting, Virtual, Participant: Watson

3/30/22 KDOT LPA & MPO Compliance Training, Virtual, Participant: Dillner

4/5/22 MoDOT iBuild, Kansas City, MO, Participants: Watson, Darling, Howard, Warfield, & Bakarich

4/13/22 COMTO-KC Scholarship Committee Meeting, Virtual, Participant: Watson

4/27/22 COMTO-KC Scholarship Committee Meeting, Virtual, Participant: Watson

5/11/22 COMTO-KC Scholarship Committee Meeting, Virtual, Participant: Watson

5/13/22 COMTO-KC Board Meeting, Virtual, Participants: Watson, Bakarich, Warfield, & Dillner

5/16/22 KDOT Stakeholders Advisory Public Meeting, Virtual, Participants:
Warfield & Dillner

5/25/22 COMTO-KC Scholarship Committee Meeting, Virtual, Participant:
Watson

6/6-10/22 MAGIC Camp, Topeka, Participants: Watson, Darling, Howard,
Warfield, Bakarich, & Dillner

6/6/22 COMTO-KC Triple Play, Lee's Summit, MO, Participants: Watson &
Dillner

6/10/22 COMTO-KC Board Meeting, Virtual, Participants: Bakarich & Dillner

6/17/22 COMTO-KC Golf Tournament Committee Meeting, Virtual, Participant:
Watson

6/20-24/22 MAGIC Camp, Wichita, Participants: Watson, Darling, Howard, &
Bakarich

6/22/22 COMTO-KC Scholarship Committee Meeting, Virtual, Participant:
Watson

6/30/22 MAASHTO Civil Rights Roundtable Discussion, Virtual, Participant:
Watson

TITLE VI COMPLAINTS

During FY 2022, no Title VI complaints were received by KDOT.

Complaints can be submitted either verbally or in writing by contacting the appropriate person listed at the following link:

<http://www.ksdot.org/divAdmin/CivilRights/civilrights.asp>.

Once received, complaints are investigated by trained Office of Civil Rights Compliance staff.

**EVALUATIONS
OF
CITIES, COUNTIES, and SUBRECIPIENTS
FOR FY 2022**

TITLE VI REVIEW

City: Derby, Kansas

Review Attendees: Alex Lane, City Engineer; and Stephanie Cox, Planning & Engineering Coordinator

Investigator: Deb Dillner

Date: September 13, 2022

Comments: The City of Derby has a total population of 28,879 with a minority population of 3,283, approximately 11.4%. Information for the number of woman and/or minority owned businesses was not available during the review for the City of Derby.

The City does not provide a local bus system. Transportation services for all residents is provided by the Derby Dash. “The mission of the Derby Dash is to provide, safe, accessible, and affordable transportation to all citizens who reside in the city limits of Derby, in order to enhance access to programs, services, and activities which will improve their quality of life and help maintain their choice of lifestyle.”

The City has utilized nineteen consulting firms in the last five years. None of the firms were female or minority owned. No residences, businesses, farms, or nonprofit organizations were displaced in the last five years due to right of way acquisitions. No civil rights complaints have been received. To assist with language barriers, the City will utilize interpreters as needed.

The City does not let projects for bid containing federal-aid highway funds. They do not prequalify contractors for city let projects.

During the review, the following documents were provided to the City: the Title VI Handbook for Local Governments & Consultants (Everything You Wanted to Know About Title VI Nondiscrimination), a copy of KDOT’s Complaint Form, samples of the Public Notice, and the KDOT Title VI brochures in English and Spanish.

Follow-up: The City of Derby will submit an updated Title VI Nondiscrimination Agreement as soon as possible, no later than January 2023. The Agreement will include the City’s PPP, LEP Plan, Title VI Complaint Process and Form, Public Notice and posting locations, and the City Government Organization Chart. The City has Title VI information from 2017 on the City of Derby website. This posting will be updated with the renewed information.

TITLE VI REVIEW

City: Dodge City, Kansas

Review Attendees: Ernestor De La Rosa, Assistant City Manager & Title VI Coordinator

Investigator: Deb Dillner

Date: September 23, 2022

Comments: The City of Dodge City has a total population of 27,788 with a minority population of approximately 69.7%. There are 39 minority-owned businesses and 57 woman-owned businesses in Dodge City.

The City provides a bus service. The service provides fixed routes for the entire community and on-demand services for disabled and senior community members.

The City has not utilized any consulting firms in the last five years. No residences, businesses, farms, or nonprofit organizations were displaced in the last five years due to acquired right of way. No civil rights complaints have been received.

To assist with language barriers, the City has several employees that can assist with translation and a contract with a language translation service, Language Line Solutions, when language translation is needed.

The City does not let projects for bid containing federal-aid highway funds. The City does not prequalify contractors for city let projects.

During the review, the following documents were provided to the City: the Title VI Handbook for Local Governments & Consultants (Everything You Wanted to Know About Title VI Nondiscrimination) and the KDOT Title VI brochures in English and Spanish.

Follow-up: The City of Dodge City submitted a copy of the City's 2017 Title VI Nondiscrimination Agreement. The City will submit a revised Agreement with appropriate updates as soon as possible, no later than January 2023. The Agreement will include the City's PPP, LEP Plan, Title VI Complaint Process and Form, Public Notice and posting locations, and the City Government Organization Chart. The City will post the updated Title VI Nondiscrimination information on the City of Dodge City website.

TITLE VI REVIEW

City: Lawrence, Kansas

Review Attendees: Evan Korynta, ADA Compliance Administrator; Dr Farris Muhammad, Equity & Inclusion Director; David Cronin, City Engineer; Angela Buzard, General Manager of Administration of Municipal Services; Melinda Harger, Assistant Director of Municipal Services; Jessica Mortinger, Transportation Planning Manager, L-DCMPO; and Eric Deitcher, FHWA – Kansas Division

Investigator: Deb Dillner

Date: September 20, 2022

Comments: The City of Lawrence has a total population of 95,256 with a minority population of approximately 21%. There are 274 woman owned business and 102 minority owned businesses in the City of Lawrence.

The City provides a local bus system, Lawrence Transit. Currently fares are free to the public. The Lawrence Transit is operated in conjunction with the University of Kansas bus service, KU on Wheels. The City has an on-demand para-transit service, T-Lift, to provide door-to-door services for qualified individuals.

The City has utilized numerous, more than ten, consulting firms in the last five years. Specific data was not available for this review. The City has not acquired private property for right of way in the past five years. No civil rights complaints have been received.

The City lets projects for bid containing federal-aid highway funds under an LPA with KDOT. The KDOT prequalified contractors list is utilized for these projects. All consultant and construction contracts contain nondiscrimination language. Recent contracts were reviewed for non-discrimination language.

The City of Lawrence is part of the Lawrence-Douglas County Metropolitan Planning Organization (L-DCMPO). The City follows the Title VI Plans for the MPO, Transit, and Community Development Block Grant funding.

During the review, the following documents were provided to the County: the Title VI Handbook for Local Governments & Consultants (Everything You Wanted to Know About Title VI Nondiscrimination), a copy of KDOT's Complaint Form, samples of the Public Notice, and the KDOT Title VI brochures in English and Spanish.

Follow-up: The City of Lawrence will submit a Title VI Nondiscrimination Agreement as soon as possible, no later than January 2023. The Agreement will include the City's PPP, LEP Plan, Title VI Complaint Process and Form, Public Notice and posting locations, and the City Government Organization Chart. The City will post Title VI Nondiscrimination information on the City of Lawrence website.

TITLE VI REVIEW

City: Leawood, Kansas

Review Attendees: David Ley, Director of Public Works; Nic Sanders, Director of Human Resources & ADA Coordinator; and Eric Deitcher, FHWA – Kansas Division

Investigator: Deb Dillner

Date: September 13, 2022

Comments: The City of Leawood has a total population of 33,902 with a minority population of 4,889 approximately 14.4%. Information for the number of woman and/or minority owned businesses was not available during the review for the City of Leawood.

The City does not provide a local bus system. The City is part of the Kansas City Area Transportation Authority (KCATA) to provide public transportation.

The City has not utilized any consulting firms in the last five years. One residences, businesses, farms, or nonprofit organizations was displaced as a result of street, road or highway improvements within the last five years. The property was an old farmstead that was too close to the right of way. The City purchased the property. No civil rights complaints have been received.

The City lets projects for bid containing federal-aid highway funds. They work closely with KDOT Bureau of Local Projects. The KDOT list of prequalified contractors is utilized.

During the review, the following documents were provided to the City: the Title VI Handbook for Local Governments & Consultants (Everything You Wanted to Know About Title VI Nondiscrimination), a copy of KDOT's Complaint Form, samples of the Public Notice, and the KDOT Title VI brochures in English and Spanish.

Follow-up: City of Leawood will submit an updated Title VI Nondiscrimination Agreement as soon as possible, no later than end of 2022. The Agreement will include the City's PPP, LEP Plan, Title VI Complaint Process and Form, Public Notice and posting locations, and the City Government Organization Chart. The City will post Title VI Nondiscrimination information on the Montgomery County website.

Challenges were experienced during the 2017 Title VI Review process with City officials. It is believed these challenges have been resolved. The KDOT and FHWA representatives are available to assist.

TITLE VI REVIEW

City: Lenexa, Kansas

Review Attendees: Tim Green, City Engineer & Deputy Director of Community Development; Jim Bowers, Human Resources Director; Kathy McCabe, Construction Specialist; Spencer Throssell, Assistant City Attorney; and Eric Deitcher, FHWA – Kansas Division

Investigator: Deb Dillner

Date: September 6, 2022

Comments: The City of Lenexa has a total population of 57,434. The minority population is 12,607, approximately 22.0%. There are 443 woman and/or minority owned businesses in the City of Lenexa.

The City does not provide a local bus system. However, the City of Lenexa is supported by Johnson County Transit. Johnson County Transit offers public transportation to much of Johnson County, downtown KC, Mo and KC, Ks, and other outlying areas. The Johnson County Transit is managed by Kansas City Area Transportation Authority (KCATA), which results in greater coordination and efficiency.

The City has issued 48 contracts to consulting firms in the last five years, utilizing 28 consulting firms. Two of these firms are women-owned. No residences, businesses, farms, or nonprofit organizations were displaced in the last five years due to right of way improvements. No civil rights complaints have been received.

The City lets projects for bid containing federal-aid highway funds under an LPA with KDOT. The KDOT prequalified contractors list is utilized for these projects. All consultant and construction contracts contain nondiscrimination language. Recent contracts were reviewed for non-discrimination language.

During the review, the following documents were provided to the City: the Title VI Handbook for Local Governments & Consultants (Everything You Wanted to Know About Title VI Nondiscrimination), samples of the Public Notice, and the KDOT Title VI brochures in English and Spanish.

Follow-up: The City of Lenexa will submit an updated Title VI Nondiscrimination Agreement as soon as possible, no later than January 2023. The Agreement will include the County's PPP, LEP Plan, Title VI Complaint Process and Form, Public Notice and posting locations, and the City Government Organization Chart. The City will post Title VI Nondiscrimination information on the City of Lenexa website.

TITLE VI REVIEW

City: Liberal, Kansas

Review Attendees: Brad Beer, Assistant City Manager; Alicia Hidalgo, City Clerk; Karen LaFreniere, Grant Director; and Eric Deitcher, FHWA – Kansas Division

Investigator: Deb Dillner

Date: September 6, 2022

Comments: The City of Liberal has a total population of 19,025. The minority population is 13,770, approximately 72.4%. The Hispanic population is estimated at 70%. It is estimated there are 300 to 350 woman and/or minority owned businesses in the City.

The City has a local bus system. All bus information (i.e., schedules, fares, etc.) are made available in both Spanish and English.

The City has contracted with one firm for planning design or research within the last five years, Earles Engineering. This firm is woman and minority owned. No right of way acquisitions within the last five years. No civil rights complaints have been received.

The City does not let construction projects for bid containing federal-aid highway funds.

The City works diligently to involve the entire community in all activities and programs. Outreach includes public meetings, newspaper ads and local radio spots. Information is provided in English and Spanish. Many City employees are bilingual and can assist with translation as needed.

During the review, the following documents were provided to the City: the Title VI Handbook for Local Governments & Consultants (Everything You Wanted to Know About Title VI Nondiscrimination), samples of the Public Notice, and the KDOT Title VI brochures in English and Spanish.

Follow-up: The City of Liberal will submit an updated Title VI Nondiscrimination Agreement as soon as possible, no later than January 2023. The Agreement will include the City's PPP, LEP Plan, Title VI Complaint Process and Form, Public Notice and posting locations, and the City Government Organization Chart. The City will post Title VI Nondiscrimination information on the City of Liberal website.

TITLE VI REVIEW

City: Olathe, Kansas

Review Attendees: Tim Danneberg, External Affairs & Issues Management Director & Title VI Coordinator; Therese Vink, Assistant City Engineer

Investigator: Deb Dillner

Date: September 22, 2022

Comments: The City of Olathe has a total population of 141,238 with a minority population of approximately 25.4%. Information for the number of woman and/or minority owned businesses was not available during the review for the City of Olathe.

The Olathe Human Relations Commission (OHRC) exists to promote diversity and inclusion within the city, serving as a community partner for programming evaluation, operations, and activities as well as a liaison for community member and organizations.

The City does not provide a local bus system. The City is part of the Kansas City Area Transportation Authority (KCATA). In addition, a Taxi Coupon Program provides vouchers to qualified community members.

The City has utilized numerous, more than 25, consulting firm in the last five years. Three were woman owned. Five businesses have been displaced within the past five years as part of right of way acquisitions. A few homes have been acquired due to compliance with FEMA. No civil rights complaints have been received.

The City lets projects for bid containing federal-aid highway funds under an LPA with KDOT. The KDOT prequalified contractors list is utilized for these projects. All consultant and construction contracts contain nondiscrimination language. Recent contracts were reviewed for non-discrimination language.

During the review, the following documents were provided to the City: the Title VI Handbook for Local Governments & Consultants (Everything You Wanted to Know About Title VI Nondiscrimination), a Title VI Plan Outline, a Title VI Plan Summary, a copy of the City of Overland Park's 2015 Title VI Plan, samples of the Public Notice, and the KDOT Title VI brochures in English and Spanish.

Follow-up: The City of Olathe submitted a draft Title VI Plan. The City will submit a revised Plan as soon as possible, no later than January 2023. The Plan will include the City's PPP, LEP Plan, Title VI Complaint Process and Form, Public Notice and posting locations, and the City Government Organization Chart with a date and official signature. The City will post the final Title VI Plan information on the City of Olathe website.

TITLE VI REVIEW

County: Miami County, Kansas

Review Attendees: Laura Epps, Procurement Agent/Buyer

Investigator: Deb Dillner

Date: September 13, 2022

Comments: The County of Miami has a total population of 33,740 per the 2020 US Census. The minority population is approximately 5%. Information for the number of woman and/or minority owned businesses was not available during the review for Miami County.

Miami County does not provide public transportation. The County no longer participates in Johnson County Transit due to funding issues.

Miami County has utilized nine different consultants in past five years. None of the firms was female and/or minority owned. The County has not acquired any property for right of way in the last five years. No civil rights complaints have been received. The County does not let any construction projects that contain federal-aid highway funds.

All County Commissioners are elected. The current Board of County Commissioners is all white males. The county uses its website, radio, and newspaper to inform the community of public meetings or hearings. Nondiscrimination language is included in all County issued contracts.

During the review, the following documents were provided to the County: the Title VI Handbook for Local Governments & Consultants (Everything You Wanted to Know About Title VI Nondiscrimination), a copy of KDOT's Complaint Form, samples of the Public Notice, and the KDOT Title VI brochures in English and Spanish.

Follow-up: Miami County will submit an updated Title VI Nondiscrimination Agreement as soon as possible, no later than January 2023. The Agreement will include the County's PPP, LEP Plan, Title VI Complaint Process and Form, Public Notice and posting locations, and the County Government Organization Chart. The County has Title VI information from 2017 on the Miami County website. This posting will be updated with the renewed information.

TITLE VI REVIEW

County: Montgomery County, Kansas

Review Attendees: Jim Wright, Public Works Coordinator; Becky Lewis, Human Resources Director & Title VI Coordinator; and Eric Deitcher, FHWA – Kansas Division

Investigator: Deb Dillner

Date: September 1, 2022

Comments: The County of Montgomery has a total population of 31,829 with a minority population of 6,769, approximately 21.3%. There are 205 woman and/or minority owned businesses in Montgomery County.

Montgomery County does not provide public transportation. The only public transportation within the County is taxi service, senior services transportation, and general public transportation.

Montgomery County has utilized four consultants in past five years, one was female and minority owned firm. The County has not conducted any outside transportation improvement design studies in the past five years. The County has not acquired any private property for right of way in the last five years. The County has not received any civil rights complaints.

All County Commissioners are elected. The three commissioners are all white male at the present. They serve on a 4-year rotation. The county uses its website, radio, and local newspaper to inform the community of public meetings or hearings.

The County does not let any construction projects that contain federal-aid highway funds.

During the review, the following documents were provided to the County: the Title VI Handbook for Local Governments & Consultants (Everything You Wanted to Know About Title VI Nondiscrimination), a copy of KDOT's Complaint Form, samples of the Public Notice, and the KDOT Title VI brochures in English and Spanish.

Follow-up: Montgomery County will submit an updated Title VI Nondiscrimination Agreement as soon as possible, no later than January 2023. The Agreement will include the County's PPP, LEP Plan, Title VI Complaint Process and Form, Public Notice and posting locations, and the County Government Organization Chart. The County will post Title VI Nondiscrimination information on the Montgomery County website.

TITLE VI REVIEW

County: Riley County, Kansas

Review Attendees: John Ellerman, Public Works Director & County Engineer; Amanda Webb, Planning & Development/Environmental Health; Elizabeth Ward, Human Resources Manager & Title VI Coordinator; Julie Winter, Public Works Administrative Services Manager; and Evan McMillan, Assistant County Engineer

Investigator: Deb Dillner

Date: September 19, 2022

Comments: The County of Riley has a total population of 71,959 with a minority population of 17,392, approximately 24.2%. There are 51 female and/or minority owned businesses in the County.

The County provides public transportation through the Flint Hills Area Transportation Agency ATA Bus. Fixed routes and On Call Services are available.

The County has utilized eleven consultants in past five years. One was a woman owned firm. There were no displacements due to right of way acquisition in the past five years. The County has not received any civil rights complaints. The County does not let any construction projects that contain federal-aid highway funds.

All County Commissioners are elected. The current three-member Board of County Commissions includes two white males and one white female. The County uses its website, radio, and newspaper to inform the community of public meetings or hearings.

During the review, the following documents were provided to the County: the Title VI Handbook for Local Governments & Consultants (Everything You Wanted to Know About Title VI Nondiscrimination), samples of the Public Notice, and the KDOT Title VI brochures in English and Spanish.

Follow-up: Riley County submitted a draft Nondiscrimination Agreement draft. The County will submit a revised Agreement as soon as possible, no later than January 2023. The Agreement draft included the County's PPP, LEP Plan, Title VI Complaint Process and Form, Public Notice and posting locations, and the County Government Organization Chart. The County will post the final Title VI Nondiscrimination information on the Riley County website.

TITLE VI REVIEW

County: Sedgwick County, Kansas

Review Attendees: Jim Brewer, Director of Public Works & County Engineer; Lynn Packer, Deputy Director of Public Works; Corey Erion, Right of Way Agent; and Eric Deitcher, FHWA – Kansas Division

Investigator: Deb Dillner

Date: September 20, 2022

Comments: The County of Sedgwick has a total population of 523,828, with a minority population of 187,530, approximately 35.8%. This data is per the US Census American Community Survey, July 1, 2021. There are 2,845 woman and/or minority owned businesses in Sedgwick County.

The Coordinated Transit District #12 has prepared the Coordinated Public Transit – Human Services Plan to cover Butler, Harvey, and Sedgwick Counties. Transportation services are provided to Sedgwick County citizens for safe, accessible, affordable, and friendly transportation.

Sedgwick County has utilized eleven consulting firms in past five years. None were woman or minority owned. There were no displacements of any kind due to right of way acquisitions. The County has not received any civil rights complaints.

All County Commissioners are elected. The current five-member commissioners are three White males, one White female, and one Hispanic female. The county uses its website, newsletter, official newspaper (the Derby Informer), social media, mobile phone app, email subscription service, and public notices to inform the community of public meetings or hearings.

The County lets projects for bid containing federal-aid highway funds under an LPA with KDOT. The KDOT prequalified contractors list is utilized for these projects. All consultant and construction contracts contain nondiscrimination language. Recent contracts were reviewed for non-discrimination language.

During the review, the following documents were provided to the County: the Title VI Handbook for Local Governments & Consultants (Everything You Wanted to Know About Title VI Nondiscrimination), a Title VI Plan Outline, a Title VI Plan Summary, a copy of the City of Overland Park's 2015 Title VI Plan, a copy of KDOT's Complaint Form, samples of the Public Notice, and the KDOT Title VI brochures in English and Spanish.

Follow-up: Sedgwick County will submit a Title VI Plan as soon as possible, no later than January 2023. The Plan will include the County's PPP, LEP Plan, Title VI Complaint Process and Form, Public Notice and posting locations, and the County Government Organization Chart. The County will post Title VI Nondiscrimination information on the Sedgwick County website.

TITLE VI REVIEW

County: Shawnee County, Kansas

Review Attendees: Curt Niehaus, Public Works Director & County Engineer, Jonathan Brzon, Assistant County Counselor, and Eric Deitcher, FHWA – Kansas Division

Investigator: Deb Dillner

Date: September 1, 2022

Comments: The County of Shawnee has a total population of 178,264 per the 2020 US Census. The minority population is 28,879, approximately 16.2%. There are 625 woman and/or minority owned businesses in Shawnee County.

The County does not provide public transportation. However, the City of Topeka MTA provides bus service throughout the city and some surrounding areas.

Shawnee County has utilized several consulting firms during the past five years. None of them were minority or woman owned. No transportation improvement design studies have been completed within the past five years. The County has not displaced any residences, businesses, farms, or nonprofit organizations for right of way in the last five years. The County has not received any civil rights complaints.

All County Commissioners are elected. The current three commissioners are all white males. The county uses its website, radio and television, newspapers, social media, and direct mailing to affected areas to inform the community of public meetings or hearings. The County does not let any construction projects that contain federal-aid highway funds.

During the review, the following documents were provided to the County: the Title VI Handbook for Local Governments & Consultants (Everything You Wanted to Know About Title VI Nondiscrimination) and the KDOT Title VI brochures in English and Spanish.

Follow-up: Shawnee County will submit an updated Title VI Nondiscrimination Agreement with current signatures as soon as possible, no later than January 2023. The Agreement will include the County's PPP, LEP Plan, Title VI Complaint Process and Form, Public Notice and posting locations, and the County Government Organization Chart. The County will post Title VI Nondiscrimination information on the Shawnee County website.

TITLE VI REVIEW

Subrecipient: Hutchinson Community College, Hutchinson, Kansas

Review Attendees: Bernadett Dillon, Academic Advisor & Equity & Compliance/Title VI Coordinator; Dave Mullins, Director of Business & Industry Institutes; Charles Chambers, Business & Industry Trainer; Tammy Payne, Administrative Assistant to the VP of Workforce Development & Outreach (CDL); and Eric Deitcher, FHWA – Kansas Division

Investigator: Deb Dillner

Date: September 9, 2022

Comments: The Hutchinson Community College provides OJT Support Services for KDOT. The College employs between 700 to 800 part-time and full-time employees. The College maintains a diverse and inclusive workforce. The College's Institution Value of Diversity & Inclusion "celebrates the uniqueness of individuals, ideas, and forms of expression by supporting and listening to students and stakeholders." Numerous cultural programs are held on campus: Constitution Day, MLK Day, Spanish Nations Day, Emancipation Day, and more. The Dillon Speakers series is open to the community.

The College provides students in the KDOT construction program with transportation assistance; two \$50 fuel cards – one is provided at the beginning of the classroom instruction and the other at the beginning of the CDL instruction. The College's Accessibilities Coordinator can assist all students with R-CAT access.

Competitive price quotes are submitted for contracts and purchases. All interested parties may submit proposals. Title VI language is included in contracts and purchasing agreements.

During the review, the following documents were provided to the College: the Title VI Handbook for Local Governments & Consultants (Everything You Wanted to Know About Title VI Nondiscrimination), a copy of KDOT's Complaint Form, samples of the Public Notice, and the KDOT Title VI brochures in English and Spanish.

Follow-up: Hutchinson Community College will submit a Title VI Nondiscrimination Agreement as soon as possible, no later than January 2023. The Agreement will include the College's PPP, LEP Plan, Title VI Complaint Process and Form, Public Notice and posting locations, and the College's Organization Chart. The College will post Title VI Nondiscrimination information on the Hutchinson Community College website.

TITLE VI REVIEW

Subrecipient: Motsinger CPA Tax & Accounting, Lawrence, Kansas

Review Attendees: Angela Motsinger, President & Owner

Investigator: Deb Dillner

Date: September 8, 2022

Comments: Motsinger CPA provides DBE Support Services for KDOT. Motsinger has a staff of 3 individuals, including herself. The employee handbook outlines the firm's nondiscrimination policy. Employees learn about nondiscrimination at new employee orientation and when there are any updates.

Angela networks with many woman and minority businesses in Kansas to help with DBE certifications and DBE support services.

Angela uses local woman and minority businesses to assist DBEs with training and information dissemination. These trainings include Marketing, Social Media, Business Succession Plans, etc. Motsinger has been instrumental in communication with the Kansas DBEs for upcoming Design-Build project opportunities.

Motsinger utilizes a language translation application for oral and visual translation, in addition to document preparation, as needed.

Motsinger is reviewing contract language to enhance Title VI and EEO related information.

During the review, the following documents were provided to Motsinger CPA: the Title VI Handbook for Local Governments & Consultants (Everything You Wanted to Know About Title VI Nondiscrimination), a copy of KDOT's Complaint Form, samples of the Public Notice, the KDOT Title VI brochures in English and Spanish, and sample EEO Policy documents.

Follow-up: Motsinger CPA will submit an updated Title VI Nondiscrimination Agreement as soon as possible, no later than January 2023. The Agreement will include the LEP Plan, Title VI Complaint Process and Form, and Public Notice and posting locations. The firm will post Title VI Nondiscrimination information on the Motsinger CPA website.

**TITLE VI/NONDISCRIMINATION
GOALS FOR FY 2023**

**Fiscal 2023 Title VI/Nondiscrimination Goals
Division of Administration**

Goal Statement 1:

Kerry Hauser, Human Resource Professional III, will work in the capacity of the Title VI Coordinator. He will become versed in the Title VI. Mr. Hauser will accomplish this by attending Title VI Coordinator meetings, trainings, attending webinars relating to topics covering Title VI issues, and reviewing articles and publications on Title VI matters.

Target Date:

Ongoing

Goal Statement 2:

KDOT Office of Information Technology (OITS) will continue to audit KDOT websites to identify content not in compliance with 508 accessibility standards.

OITS will continue to follow 508 accessibility standards in our new additions to content to the KDOT web site. OITS will continue to run all KDOT websites through monthly accessibility management audits. Those sites that are not in compliance with 508 accessibility standards will be asked to correct the issues.

Target Date:

Ongoing

Goal Statement 3:

The Bureau of Human Resources, Organizational Development Unit (ODU), will continue to train employees with courses focusing on the Mission, Vision, and Values of the agency, as well as increasing cultural sensitivity, awareness, and the importance of diversity in the workplace.

The goal for the Organizational Development Unit is to continue to provide excellent customer service to all they serve, in all aspects of training.

Target Date:

Ongoing

Goal Statement 4:

Facilities Management: Ergonomic recommendations and ADA requests involving structural modifications and/or cubicle reconfigurations will continue to be addressed on an as-needed basis. It is paramount that valid requests are addressed in a timely fashion.

Additionally, the Office of Support Services will continue to make its service available to those in need of printing, graphics, and replacement and/or amendments to all Limited English Proficiency (LEP) compliant materials as needed.

Target Date:

Ongoing

Goal Statement 5:

The Diversity Recruiter will attend job fairs targeting diverse populations. In addition, they will continue outreach efforts with high school students to educate them about future careers with KDOT, including the JAG-K program.

The Employment Officer/Diversity Recruiter & Engineering Recruiter will partner with the Office of Support Services to update handouts, marketing & recruitment materials, and tabletop displays.

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
Division of Aviation**

Goal Statement 1:

Grow an increasingly diverse team through recruiting and professional development for the purpose enhancing individual and team effectiveness.

Target Date:

Ongoing

Goal Statement 2:

Grow an increasingly cohesive team through recruiting, professional development, and team building to enhance individual and team effectiveness.

Target Date:

Ongoing

Goal Statement 3:

Build a culture that seeks to find opportunities to train, coach and share information with others that have limited opportunities to gain this training; deliver this training to increasingly larger audiences each year.

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
Division of Communications & Public Relations**

Goal Statement 1:

When it comes to transportation projects, avoid, minimize, or mitigate disproportionately high and adverse effects on minority and low-income populations.

Target Date:

Ongoing

Goal Statement 2:

Ensure full and fair participation by all potentially affected communities in the transportation decision-making process.

Target Date:

Ongoing

Goal Statement 3:

Inform the IKE Program Management Consulting (PMC) team to include Title VI brochures at all public involvement meetings.

Target Date:

Ongoing

Goal Statement 4:

Continue using public involvement efforts to support Title VI efforts while trying to balance public impacts, safety, design, costs, and the overall benefit on a regional or state level.

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
Division of Field Operations**

Goal Statement 1:

As new buildings are constructed and existing buildings remodeled or modernized, the requirements of the ADA and ADA Amendments Act are taken into consideration during the design and construction phases of the project.

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
Fiscal & Asset Management**

Goal Statement 1:

Jennifer Ayres will be the Title VI Coordinator for Fiscal & Asset Management for fiscal year 2023. This will include attending meetings and training. She will assist with training the Division of Fiscal & Asset Management staff on the goals of the agency. This include focusing on the Mission, Vision, and Values of the agency as well as increasing cultural sensitivity and awareness. She will stress the importance of diversity in the workplace. Employees will be encouraged to attend either an instructor led course or an online course available to employees in the KDOT Learning Center.

Target Date:

Ongoing

Goal Statement 2:

Jennifer Ayres will arrange and enroll Fiscal & Asset Management's staff to attend in person our online training courses related to Title VI. Since Jennifer Ayres is the contact for the Division's HR functions, these functions will become part of our HR processes. The Division staff will have the opportunity to attend an agency provided learning opportunity about the basics of Title VI. This could be in person or online opportunities.

Target Date:

Ongoing

Goal Statement 3:

Jennifer Ayres will continue to search for training opportunities to share with the Division. The type of trainings might include videos, articles, classes, or having Civil Rights put on a presentation, etc.

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
Division of Innovative Technologies**

Goal Statement 1:

The Division Title VI Coordinator will attend required training to learn and understand Title VI requirements and effective enforcement techniques for compliance.

Target Date:

Ongoing

Goal Statement 2:

The Division Title VI Coordinator will continue to review new procedures, policies, programs, and projects to ensure compliance with Title VI requirements.

Target Date:

Ongoing

**Fiscal Year 2023 Title VI/Nondiscrimination Goals
Division of Planning & Development**

Goal Statement 1:

To obtain training for Division Title VI Coordinator, Integrated Planning & Mobility Unit, and additional staff members in the Division of Planning & Development as appropriate. This will include Division staff continuing to utilize the KDOT Learning Center to complete required trainings such as Respecting Others in the Workplace and OUCH! That Stereotype Hurts as well as online webinars and training opportunities.

Target Date:

Ongoing

Goal Statement 2:

To ensure that KDOT's Title VI brochure is made available at public meetings: such as Local Consult, Transit Asset Management Plan meetings, and corridor planning meetings which are conducted by the Division of Planning & Development or in conjunction with other areas of the agency.

Target Date:

Ongoing

Goal Statement 3:

To assist new 5310/5311 demand response transit providers, as subrecipients of federal funds, in developing compliant Title VI programs and to assist all FTA funding recipients with the implementation of their approved Title VI Programs as appropriate.

Target Date:

Ongoing

Goal Statement 4:

To provide a Division wide learning opportunity about the basics of Title VI. This could include the development of an educational handout, brief training at a Division event, or other to be determined form of outreach.

Target Date:
Ongoing

Goal Statement 5:

To continue assessing the need for any Title VI/DBE related changes during regularly scheduled updates of the Public Transit Policy Manual. This update is conducted by the Office of Public Transportation in the Bureau of Transportation Planning.

Target Date:

Ongoing

Goal Statement 6:

To perform outreach to the Spanish speaking residents/communities across the State by working through the staff in the Bureau of Transportation Safety and the Kansas Traffic Safety Resource Office (KTSRO).

Target Date:

Ongoing

Goal Statement 7:

To complete and submit the FY 2023 Triennial Title VI Program Update to the Federal Transit Administration (FTA). This update process will include assistance to 5310/5311 providers in updates to their agency's Title VI Programs.

Target Date:

February 1, 2023

Goal 8:

To conduct Title VI Reviews of the MPOs in Kansas in conjunction with the Office of Civil Rights Compliance.

Target Date:

Fall 2022

**Fiscal 2023 Title VI/Nondiscrimination Goals
Division of Policy & Legislative Affairs**

Goal Statement 1:

Lizeth Ortega, Legislative Policy Analyst, will be assigned to the capacity of Title VI Coordinator. She will become versed in Title VI by attending Title VI Coordinator meetings, attending webinars relating to topics covering Title VI issues, and reviewing articles and publications on Title VI matters.

Target Date:

Ongoing

Goal Statement 2:

Division of Policy & Legislative Affairs will attend an agency provided learning opportunity about the basics of Title VI. This could be materials or online opportunities.

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
Division of Program & Project Management**

Goal Statement 1:

The Division Title VI Coordinator will attend training courses to learn and understand Title VI requirements and effective enforcement techniques for compliance.

Target Date:

Ongoing

Goal Statement 2:

The Division Title VI Coordinator will review existing procedures and ensure administrative, project, and contractual processes comply with Title VI requirements.

Target Date:

End of FY 2023

**Fiscal 2023 Title VI/Nondiscrimination Goals
Division of Safety**

Goal Statement 1:

Tammi Clark, Industrial Hygienist, will continue as the Division Title VI Coordinator. She will attend training courses to learn and understand Title VI requirements and effective enforcement techniques for compliance.

Target Date:

Ongoing

Goal Statement 2:

The Division Title VI Coordinator will review existing procedures and ensure administrative, project, and contractual processes comply with Title VI requirements.

Target Date:

Ongoing

Goal Statement 3:

The Division Title VI Coordinator will develop a meeting for the Division employees that would discuss equality verse equity.

Target Date:

By the end of Fiscal 2023

**Fiscal 2023 Title VI/Nondiscrimination Goals
Bureau of Construction & Materials**

The 2023 Title VI goals for the Bureau of Construction & Materials are shown below.

Goal Statement 1:

Periodically discuss Title VI topics and Title VI goals with the Bureau's senior manager.

Target Date:

Ongoing

Goal Statement 2:

Continue to educate personnel in the Bureau on the requirements of Title VI and pursue available training opportunities.

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
Bureau of Local Projects**

Goal Statement 1:

Continue providing oversight on locally administered projects that includes monitoring of contractor and local agency activities to determine if appropriate Title VI procedures are followed and adequately documented.

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
Bureau of Research**

Goal Statement 1:

Ensure all K-TRAN projects and other research contracts have required language to encourage minority and female participation.

Target Date:

Ongoing

Goal Statement 2:

Continue to pursue available training opportunities to educate Title VI Coordinator and Bureau personnel on Title VI requirements as appropriate, to include encouraging Bureau staff to complete training courses provided through the KDOT Learning Center that highlight the importance of cultural awareness, diversity, and preventing discrimination.

Target Date:

Ongoing

Goal Statement 3:

Ensure that all electronic reports and publications generated through the Bureau of Research comply with Section 508 requirements.

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
Bureau of Right of Way**

The policies and procedures within the Bureau of Right of Way accommodate Title VI of the Civil Rights Act in all phases of the Bureau's core functions including the surveys, environmental services, right of way engineering, inventory and disposal, appraisal, acquisition, relocation, property management, highway beautification program, and when utilizing contract services for these project development activities.

The Bureau of Right of Way is comprised of a staff of approximately 60 people that perform these various activities. Three of the staff members are temporary or part time.

Goal Statement 1:

Training opportunities for Title VI, as they arise as well as other training provided through the Learning Center and ODU will be provided to Right of Way staff throughout the year. The coordinator will participate in quarterly meetings.

Target Date:

All of FY 2023

Goal Statement 2:

The Title VI Coordinator will participate in programs that promote diversity as the opportunity is available in the upcoming fiscal year. The coordinator will mentor staff while supporting the mission of the program and potentially increase diversity and inclusiveness in the Bureau and the Agency as a whole.

Target Date:

All of FY 2023.

Goal Statement 3:

Monitor and report on all Bureau program aspects for compliance with Title VI requirements. This includes procuring translation services for the Bureau.

Target Date:

All of FY 2023.

**Fiscal 2023 Title VI/Nondiscrimination Goals
Bureau of Road Design**

Goal Statement 1:

Eliminate, reduce, and/or mitigate adverse impacts on protected group communities, businesses, and individuals through open disclosures at public hearings and in studies prior to design.

Target Date:

Ongoing

Goal Statement 2:

Provide equal opportunity for DBE consultants with minority and women staff.

Target Date:

Ongoing

Goal Statement 3:

Identify environmental justice concerns. Document the social and economic issues of the proposed project during field check and record on the "Design Summary Report" (impact to minority or low-income population) and in the Field Check Report.

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
Bureau of Structures & Geotechnical Services**

Goal Statement 1:

Training for the Title VI Coordinator

Target Date:

Ongoing

Goal Statement 2:

Participate in the Multicultural Youth Program if available: mentor and expose a high school student to one of the many types of work opportunities utilized in the Bureau that can be explored further in college.

Target Date:

July 2023

Goal Statement 3:

Participate in the NTSI STEM Camp: along with presenting during the session, lead one of the sessions geared towards bridge building and testing/load rating that allows the students to learn about STEM.

Target Date:

Through August 2023

Goal Statement 4:

Participate in the MAGIC Camp: talk with high school female students about the roles they can play in the world of construction in a roundtable environment.

Target Date:

June 2023

Goal Statement 5:

Provide equal opportunities to DBEs for stand-alone bureau projects (Ancillary Structure and set-a-side projects)

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
District 1**

Goal Statement 1:

District One will continue to attempt to work on selecting employees from protected groups in the hiring process as positions become available.

Target Date:

Through July 2023

Goal Statement 2:

District One wants to continue to strongly encourage its employees and make those aware who speak with the public or work in one of the Construction Offices that they have an opportunity to take the on-line Spanish curriculum called Basic Spanish in the Workplace and will continue with ongoing training and practices that accomplish the goals of fostering a diversified employee environment.

Target Date:

Through July 2023

Goal Statement 3:

District One will again request that the Office of Civil Rights Compliance offer more training on Title VI for their employees.

- Have Office of Civil Rights attend one of our District bi-monthly Construction/Materials meetings at the District to give a 30-minute brief/refresh on the Title VI materials, requirements, and applications.
- The Area Four Field Engineering Administrator & District One Title VI Coordinator, Michelle Anschutz, will attend training for Title VI as it becomes available.

Target Date:

Through July 2023

**Fiscal 2023 Title VI/Nondiscrimination Goals
District 2**

Goal Statement 1:

Continue to invite Office of Civil Rights Compliance to attend pre-construction meetings.

Target Date:

Ongoing

Goal Statement 2:

Engage in discussions during field check meetings to identify 4(f) lands.

Target Date:

Ongoing

Goal Statement 3:

Distribute Title VI pamphlets in Spanish and English during public meetings. These pamphlets will be distributed as part of the calendar invite for virtual meetings.

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
District 3**

Goal Statement 1:

Continue to educate the public by making Title VI documents available at all public meetings in both Spanish and English formats. In addition, meetings shall be held in accessible buildings.

Target Date:

To be determined, based on future project letting lists and upcoming bridge replacement projects.

Goal Statement 2:

Hold discussion session with District Area staff to discuss Title VI goals.

Target Date:

March 2023

Goal Statement 3:

Monitor public meeting facilities to ensure the facilities are ADA accessible.

Target Date:

Ongoing, see Goal Statement 1

**Fiscal 2023 Title VI/Nondiscrimination Goals
District 4**

Goal Statement 1:

The District 4 Title VI Coordinator will continue to monitor public meeting facilities to assure that they are ADA accessible facilities and observe demographics from the meetings.

Target Date:

Ongoing

Goal Statement 2:

The District 4 Title VI Coordinator will continue to make sure that Title VI brochures are available at public meetings and Area offices in English and Spanish.

Target Date:

Ongoing

Goal Statement 3:

The District 4 Coordinator will continue to monitor public notices for public meetings to see that the offer for alternative accessible formats is included in the notice and will utilize a statewide contract for Limited English Proficiency (LEP) individuals on an as needed basis.

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
District 5**

District Five Construction Office and eight area field construction offices monitor the EEO contract compliance of construction contractors through the use of the Federal-Aid Highway Construction contractor's annual report, the FHWA Form 1391, the certificate of Affirmative Action Requirement, compliance with EEO contractual requirements, and contractor EO policies.

All construction offices review and monitor the contractor payroll transcripts and labor compliance using AASHTWARE-CRL online. Discussion is held during pre-construction conferences to review the Davis-Bacon requirements. During construction, questions/concerns are handled at monthly/biweekly/weekly contractor meetings, and by telephone and e-mail. Wage rate interviews are conducted on each project during construction and checked against the submitted payrolls by the area construction offices. The results are compiled and submitted to the District Office Coordinator on a quarterly basis where they are checked and submitted as requested to the Bureau of Construction.

Goal Statement 1:

Continue to seek training opportunities from Office of Civil Rights Compliance for District Five Title VI Coordinator and District Mentor to become more knowledgeable regarding Title VI details and best practices to monitor compliance. Attend public meetings as available to learn how contractors and the public work together for Title VI compliance.

Target Date:

Ongoing

Goal Statement 2:

District Five Construction Mentor will continue providing oversight on locally administered projects to monitor and determine if appropriate Title VI procedures have been followed.

Target Date:

Ongoing

Goal Statement 3:

District Five Construction Offices will continue to use the Bulletin Board Check Sheet (April 2021) provided by the office of Civil Rights Compliance to ensure that all bulletin boards are compliant before construction begins. The checklist documentation will be retained with the project files. The District Mentor will also continue to conduct random on-site follow-up visits to check the conditions and clarity of information on the boards.

Goal Statement 4:

Continue to request representative from Office of Civil Rights Compliance to present at District Five Construction/Materials winter meeting to educate staff on any updates and changes regarding Title VI requirements

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
District 6**

District Six is routinely involved in activities with contractors, vendors, and members of the public that qualify for protection under Title VI. The District Six Title VI Coordinator and all other members of District Six leadership are asked to monitor the activities they administer, such that Title VI needs are addressed and satisfied.

Goal Statement 1:

The District Six Title VI Coordinator will continue to make sure that Title VI brochures are available at public meetings and area offices in English, Spanish or alternative formats. Title Six Coordinator, Yazmin Moreno, will be present in all public meetings and will translate to Spanish speaking individuals.

Target Date:

Ongoing

Goal Statement 2:

Continue to seek training opportunities from the Office of Civil Rights Compliance for District Six Title VI Coordinator to become more knowledgeable regarding Title VI details and best practices to monitor compliance.

Target Date:

Ongoing

Goal Statement 3:

Meet with other Title VI Coordinators regularly to discuss Title VI issues, successes, or lessons learned.

Target Date:

Ongoing

**Fiscal 2023 Title VI/Nondiscrimination Goals
Office of Civil Rights Compliance**

Goal Statement 1:

Continue monitoring of KDOT informational meetings and hearings for Title VI/Nondiscrimination inclusion. The Program Consultant in each respective district will attend these meetings, when possible, to observe demographics, ADA accessibility, and assure nondiscrimination.

Target Date:

Ongoing

Goal Statement 2:

Request continued presence on District Construction Meetings agenda. The focus will be maintaining a Civil Rights presence for District personnel. Presentations by Program Consultants will address one or more of the following topics: DBE Trucking for goal credit, Title VI/Environmental Justice, On the Job Trainees, Contract Compliance Reviews, 1391 annual EEO reports, Davis Bacon Act compliance, and other relevant topics as necessitated for the 2022 construction season.

Target Date:

Ongoing

Goal Statement 3:

Continue to develop and organize periodic meetings and training for current and new Title VI Coordinators.

Target Date:

Ongoing

ADA/SECTION 504 PROGRAM UPDATE

The Kansas Department of Transportation has designated Steven Gillespie, Bureau Chief of EEO/Employee Relations, as the EEO Officer and ADA Coordinator for the agency.

The ADA Coordinator will monitor local city and county government subrecipients for ADA compliance. Mr. Gillespie was appointed to this position in November 2021. KDOT has worked closely with cities and counties to help them become compliant and understand the importance of having an updated plan that will be followed and reviewed annually.

KDOT Internal Activities

The KDOT ADA Transition Plan has been approved by the Federal Highway Administration as of July 2, 2019.

Kansas Department of Transportation
Limited English Proficiency Update

LEP ACTIVITY REPORT – SEPTEMBER 2022

Bureau of Transportation Safety & Technology:

KDOT's Traffic Safety Section (TSS) continued to work through the Kansas Traffic Safety Resource Office (KTSRO) to promote its programs to Spanish-speaking audiences. One of the requirements of the KTSRO contract is to have at least one person who is bilingual (Spanish/English) on their staff. This person's duties include reaching out to the Hispanic communities across Kansas. She is continuing to work on building a relationship with Hispanic Chamber of Commerce across the state and will continue outreach to large employers across the state to promote traffic safety to minorities and at-risk populations. The KTSRO is responsible for posting and updating information (in Spanish) on the minority page of their website: <http://www.ktsro.org/minority>.

The KTSRO has conducted various outreach efforts to promote traffic safety in the Hispanic/Latino community. This office has established a partnership with the Immigration Support Services Network, so it created and presented a video in English and Spanish for the Immigrant Welcome Week Resource Fair (KTSRO posted it on its minority website). This office has participated in the Garden City Fiesta, Wichita Fiesta Hispana, Wichita Carnaval del Niño, and Pratt's Deck Kids Fair. It has reached out to the Wichita Public Schools Migrant Education Program about KTSRO resources, specifically its DCCCA Wichita Monthly Check-Up Lane flyer in English and Spanish, as Migrant Families qualify for free car seats. KTSRO also participated in the ¡Vamos A Pescar! (Let us Go Fishing!) event hosted by the Emporia Public Schools Migrant Student and Family Resource Program. We distributed bags with road safety educational resources for the entire family. KTSRO also reached out to the Wichita Regional Chamber of Commerce and the Wichita Hispanic Chamber of Commerce to explore possibilities of collaboration and has submitted a membership application for the latter. This will allow for broader promotion of road safety messages in a variety of arenas. KTSRO also partnered with the Wichita Humanity Ministries to distribute the "Buckle Up, Kansas!" activity book in English and Spanish for children for the Operation Holiday. KTSRO has connected with the Regional DUI Victim Advocate Center, the Wichita Public Library, and Child Start and is exploring possibilities for collaboration. As a result, KTSRO is planning a car seat check lane for the Child Start Family Jam Fun in October. KTSRO partnered with a Hispanic immigrant parent who helped with the distribution of a Wichita DCCCA car check lane flyer in English and Spanish in the community and connected us with the Emperadores Alcoholics Anonymous Group. KTSRO and KDOT's Wichita Area Law Enforcement Liaison participated in the Emperadores Alcoholic Anonymous Group's Christmas Celebration where a LEL presented on the consequences of impaired driving (Spanish interpretation provided), and KTSRO staffed a traffic safety booth with the same focus.

The KTSRO provides informational brochures in both English and Spanish. Although it's difficult to know how many recipients are Spanish-speaking, the overall

reach on average is more than 135,000. KTSRO reaches thousands of others through events such as the Kansas State Fair, county fairs, and health/safety fairs throughout the state. The “Buckle Up, Kansas!” activity book for children, which is a dual-language publication, continues to be one of the most popular items from the KTSRO. More than 12,200 were distributed in the past year.

Asiento de seguridad que mira hacia atrás

Asiento de seguridad que mira hacia el frente

Asiento elevado "Booster"

Cinturón de seguridad

KANSAS Traffic Safety Resource OFFICE

SAFE KIDS KANSAS

¿Preguntas de Sillas de Auto?

Obtenga consejos:

Encuentre a un experto:

<http://bit.ly/2izVHrh>

KansasCarSeatCheck.org

4 PASOS POR NIÑOS

ASIENTO DE SEGURIDAD MIRANDO HACIA ATRÁS

Los niños deben viajar mirando hacia atrás hasta que los límites máximos de altura o peso de su asiento de seguridad, también en el asiento trasero del vehículo. Hay varios tipos de asientos mirando hacia atrás. Los "solo para bebés" son para usar solamente mirando hacia atrás. Típicamente, los asientos "convertible" y "todo-en-uno" tienen límites de altura y peso más altos para mirando hacia atrás, que permite que los niños lo usen mirando hacia atrás por más tiempo.

Un asiento de seguridad mirando hacia atrás es lo mejor que puede usar su hijo. Este asiento tiene los arneses y claramente un choque, absorba y mueva con su hijo para reducir el estrés a su cuello y médula espinal.

ASIENTO DE SEGURIDAD MIRANDO HACIA DELANTE

Los niños deben permanecer mirando hacia atrás tanto como sea posible. Es la mejor manera de mantenerse seguros. Los niños deben permanecer mirando hacia atrás hasta que lleguen a la altura o el peso máximo de su asiento. Cuando los niños crecen más alto que el asiento hacia atrás, están listos para viajar en un asiento mirando hacia adelante, con su arnés en el asiento trasero del vehículo.

Un asiento mirando hacia adelante tiene un arnés y anclaje superior que limita el movimiento de la cabeza del niño durante un choque.

ASIENTO ELEVADOR (BOOSTER)

Los niños deben permanecer en un asiento mirando hacia adelante con arnés hasta que lleguen a la altura o el peso máximo de su asiento. Cuando los niños crecen más alto que el asiento hacia adelante, están listos para viajar en un asiento elevador (booster), pero también en el asiento trasero del vehículo. Un booster posiciona al cinturón de seguridad correctamente sobre las partes fuertes del cuerpo.

La ley de Kansas requiere el uso de asiento de seguridad (o booster) hasta que el niño tiene que los niños 8 años, tiene 57 pulgadas (145 centímetros), o tiene 80 libras (36 kilogramos).

EL CINTURÓN DE SEGURIDAD

Los niños deben permanecer en un asiento elevador (booster) hasta que puedan caber en un cinturón de seguridad correctamente. Para cubrir correctamente el cinturón de seguridad tiene que estar sentado sobre el parte superior del asiento, no sobre el estómago. El cinturón de bombón tiene que estar ceñido sobre el hombro y pecho, no sobre el cuello o cara.

Recuerde, los niños deben ir en el asiento trasero del vehículo hasta tiene 13 años porque es más seguro viajar lejos de la bolsa de aire del frente.

KANSAS Traffic Safety Resource OFFICE

785-233-8864

Encuentra el lugar de inspección de los asientos más cerca, visita a KansasCarSeatCheck.org

KSA 8-1343 kansasboosterseat.org 6-2021

Statewide, there has been an increase in bilingual CPS technicians. We now have 30 CPS technicians and one instructor, that are serving caregivers in 16 counties. KDOT orders approximately 1,650 car seats annually for distribution to parents who might not be able to purchase a seat for their children. The seats are sent to inspection stations statewide, with approximately 35% being given to Hispanic/Latino children, according to the demographic forms received back to the KTSRO.

(Report continued next page.)



In 2015, KDOT began updating most of its Traffic Safety brochures to be English on one side and Spanish on the other. From July 2020 – June 2021, about 305,000 of the dual-language cards and flyers were distributed statewide, including information about seat belts, child passenger safety, texting, motorcycle safety, and driving under the influence of alcohol. We also have a brochure for traffic safety issues with instructions for navigating through roundabouts, diverging diamonds, and how to do

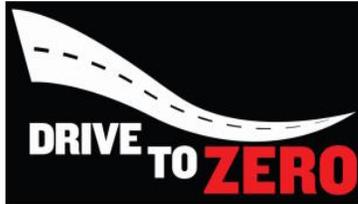
a zipper merge. Many of these brochures are sent to law enforcement agencies to use when participating in special traffic enforcement mobilizations for the TSS. The educational materials are also sent out to health clinics, schools, employers, and other traffic safety advocates across the state.

Se Trata de Seguridad

Diseñadores de calles se esfuerzan hacer los calles lo más seguros posibles. Por estudiar los datos de choques, han descubiertos que los cruces y zonas de construcción son focos de riesgo. Estos choques oscilan entre menores y muy serios y fatalidades. Los diseñadores han desarrollan opciones para ayudar a reducir al número de choques y hacer seguro el viaje.

Estas opciones incluyen la rotonda, diamante divergente y fusión zíper. Todos son fáciles de navegar y los mayorías tienen marcas en el pavimento y/o señales para ser guías.

Siga las pautas en este folleto para obtener consejos sobre cómo navegar estas calzadas.



Se trata de Seguridad: Rotonda, Diamante Divergente y Fusionarse como Zíper
 Es apoyado por la iniciativa de Drive to Zero
 Kansas Department of Transportation

Para más información y para ver videos, visita a ktsro.org.

Nota: Ésta información está disponible en formatos alternativos. para obtener un formato alternativo, contacta a KDOT Public Affairs, Eisenhower Building, 700 SW Harrison 2nd floor West, Topeka, KS 66603-3754, o (785) 296-3585 (Voice)/Hearing Impaired - 711.



2/2018



**Rotonda
 Diamante Divergente
 Fusión Zíper**



(Report continued next page.)

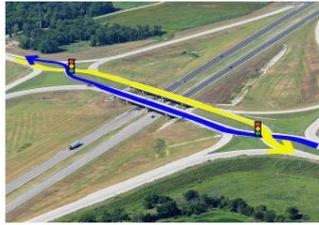
Rotonda



Cuarenta por ciento de todos los choques ocurren en los cruces. Colisiones de ángulo recto son los más graves. Las rotondas se hacen más seguros los cruces por reducen la velocidad, el número de las puntas de conflicto, y ángulos de impactos. Algunas tienen carriles diversos. Señales y/o marcas en el pavimento identifican el movimiento de cada carril.

- Al acercarse a la rotonda, reduce la velocidad y revisar los señales y marcas en el pavimento.
- El señal en la entrada explica cual carril es necesario para salir, dependiendo de donde quieras salir la rotonda.
- Antes de entrar la rotonda, mira a la izquierda y cede el paso a los conductores ya en la rotonda. Una vez que está adentro de la rotonda, los conductores afuera tienen que ceder el paso a usted.
- Siga las marcas del pavimento en su carril hasta que quiere salir la rotonda.

Diamante Divergente



El diamante divergente crea más seguras las doblas a la izquierda. Esto intercambio permite al tráfico mover a y desde la autopista y la calle calzada sin ceder. El número de las puntas de conflicto es reducido, que reduce el número de choques.

- Como se acerca al intercambio, revisa los señales y marcas en el pavimento.
- Los semáforos controlan todos los actividades mientras cruza brevemente al lado izquierda de la calle a secciones cruzadas cuidadosamente diseñadas.
- Viaje por una distancia limitada y luego vuelves al lado derecho tradicional de la calle.

Fusión Zíper



El fusión zíper está activado por los cierres de carriles en zonas de construcción con mucho tráfico. En zonas de construcción tradicionales, un señal "carril cerrado adelante" (o "lane closed ahead" en ingles) está levantado, y todos los conductores muevan inmediatamente a uno carril. Con un fusión zíper, los dos carriles están abierto tanto como sea posible. Esto reduce la congestión y la frustración del conductor y aumenta la seguridad y flujo de tráfico.

- Como se acerca la zona de construcción, revisa los señales. Si está usando el fusión de zíper, un señal se ordena a usar ambos carriles cuando hay congestión.
- Todos los conductores continúan usar ambos carriles hasta que un señal indican una punta definitiva fundirse.
- A la punta de fusión, un señal ordena a los conductores turnarse mover al carril abierto, exactamente como un zíper.

Distracción al Conducir

Hay 3 tipos de distracción

- 1 Visual**
Apatar los ojos de la carretera
- 2 Manual**
Apartar las manos del volante
- 3 Cognitivo**
Apartar su mente de lo que está haciendo

La distracción al conducir es cualquier actividad que desvíe la atención de la tarea de la tarea de conducir.

Enviar Textos, Prohibidos (KSA 8-15, 111)

Es ilegal escribir a mano, enviar, o leer un mensaje electrónico mientras conducir un automóvil en una calle pública o autopista.

Es ilegal textear o revisar su correo electrónico mientras conducir, incluyendo en una señal de pare. La multa es \$60 y los costos de la corte.

Los automóviles y otros vehículos: Licencias de conducir (KSA 8-291)

Para los adolescentes que tienen una licencia restringida, usar un celular para llamar o textear mintras conducir resultará en una licencia suspendida. Textear mientras conducir TAMBIÉN resultará en una multa de \$60 y los costos de la corte.

Distracciones Potenciales Mientras Conducir

- Leer (incluyendo los mapas)
- Los teléfonos celulares
- Hablar con pasajeros
- El acicalamiento
- Cambiar el radio
- Comer y beber
- El sopor
- El GPS

Toda la información proporcionada está destinada exclusivamente para el uso de educación.

6/2021



Make a difference. Kansas is a safe place to live and work. We are committed to providing the highest quality of service to our citizens. Kansas Traffic Safety Resource Office, 1111 S. Broadway, Suite 100, Topeka, KS 66606-0100. Phone: 800-416-2522. Fax: 785-233-7111.

Traffic Safety messages were promoted in 2020-2021 through Kansas City's MLS team, including posts on their social media, banner ads on the Sporting KC website, PA announcements, LED field board signage, exposure on the IPTV, and video ads. Parking lot exit signs are also provided, reminding attendees to buckle up as they leave the stadium. Dual-language table tents in the lounges promoted an app for a safe ride home, and a partnership with the Kansas Highway Patrol provided personal contact with families as they entered the venue. With an average attendance of nearly 20,000 at each home in a sport that is wildly popular among the Latino population, the contract with Sporting KC has given a great deal of exposure to our target audience. This relationship with the KHP and other traffic safety partners has expanded into other sports marketing venues, as well. Several interviews with local Hispanic radio stations over the past year targeting child passenger safety and DUI.



KDOT also continued to place ads on Spanish TV and radio stations during its “Click It. Or Ticket.” and “You Drink. You Drive. You Lose.” and Child Passenger Safety media campaigns in the Wichita, Kansas City, and Topeka areas with additional materials running on social media.

Office of Chief Counsel and Office of Civil Rights Compliance:

The Office of Chief Counsel and the Office of Civil Rights are jointly located and share resources. Staff from the Office of Chief Counsel provide limited administrative support to the Office of Civil Rights Compliance. The Office of Chief Counsel and the Office of Civil Rights Compliance have a contract to provide oral, written, and video translation services as needed. Various staff in each office have access to utilize the translation service.