

**YORK AREA METROPOLITAN PLANNING
ORGANIZATION (YAMPO)
TITLE VI
ANNUAL COMPLIANCE REPORT

FY 2020-2021**

Submitted to: The York Area Metropolitan Organization (YAMPO)

Submitted by: The YAMPO Title VI Compliance Officer and Transportation Staff, York County
Planning Commission

INTRODUCTION

In 2012, the York Area Metropolitan Planning Organization (YAMPO) adopted procedures to investigate complaints generated by the public, while ensuring due process for complainants and respondents. These procedures apply to complaints filed relating to any YAMPO program, procedure or activity and/or its sub-recipients covered under *Title VI of the Civil Rights Act of 1964*. An update to the *YAMPO Title VI Compliance Policy and Complaint Procedures* was adopted by the *YAMPO Coordinating Committee* on Dec 5, 2019.

Our process requires that an annual report should be filed with the YAMPO on public complaints fielded by the YAMPO staff and Title VI Compliance Officer. The report should also address efforts that the YAMPO and YCPC staff has undertaken to remain active in these processes. The following items are provided in this report:

- Complaints received between July 1, 2020 and June 30, 2021; and,
- Activities undertaken by the YAMPO to address Title VI are also addressed below. This information provides an account of all YCPC staff and the YAMPO efforts to comply with Title VI requirements.

COMPLAINTS RECEIVED (July 1, 2020 through June 30, 2021)

No formal or informal complaints (i.e., grievances) were filed during this time. A log of this activity has been attached to this report.

This report provides a factual record of events that have occurred through the administration of the *YAMPO Title VI Complaint Procedures* over the past year to the best of my knowledge.

Respectively Submitted,

John H. Seitz

John Seitz
Title VI Compliance Officer, YAMPO
July 1, 2021

ACTIVITIES UNDERTAKEN BY THE YAMPO

Activities Undertaken by the YAMPO

- *DBE Data Collection/Submission with Unified Planning Work Program (UPWP)*: The YCPC staff reports on the amount of work they have provided to third party consultants through the *YAMPO Unified Planning Work Program*. This report is prepared for each quarter of the fiscal year. The YCPC then submits this report with the *YAMPO UPWP* quarterly invoicing to PennDOT.

- Each advertisement for the YAMPO committee meetings includes a clause that states the YAMPO’s efforts to comply with the nondiscrimination requirements of applicable civil rights statutes, executive orders, regulation and policies. It also mentions that the YAMPO has adopted a procedure by which the public can file a complaint for alleged discriminatory practice under *Title VI*.
 - The same statement is included in the inside cover for all documents produced by the YCPC Transportation Department.
- Emily Kelkis attended a training on understanding LGBTQ+ issues.
- The York County Planning Commission created a new “Equity & Inclusion Community Planner” position in the Long Range Planning Division, and hired Jada Richardson in November of 2020. Jada conducted an internal survey on Equity and Inclusion for the YCPC staff. Jada has also attended several webinars:
 - Equitable Engagement In Local Government training (Sustainable Maryland Leadership Training)
 - Equity In Public Transportation (PennDOT)
 - Forum on Equity and Public Engagement for Transportation Planning (MetroQuest)
 - Diversity, Equity, & Inclusion in the Workplace Certificate Program (University of Southern Florida)
 - Rebuilding our Communities Cohort Program – Building Community Capacity on Racial Equity for Structural Change (Federal Reserve Bank Philadelphia)
- YCPC staff reached out to Laura Keeley at Federal Transit Administration to coordinate Title VI requirements. A meeting with Laura will be held in fall 2021.

YAMPO TITLE VI COMPLAINT LOG, FY 2020-2021

Case No.	COMPLAINANT			BASIS OF COMPLAINT (see attached)	DESCRIPTION OF INCIDENT (see attached)	DATE/DATES OF DISCRIMINATION INCIDENT/INCIDENTS	OTHER AGENCIES CONTACTED	OTHER PARTIES ASSOCIATED WITH COMPLAINT (see attached)
	Name	Address	Telephone No.					
1								
2								
3								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								

Log Kept for Complaints Lodged between July 1, 2020 and June 30, 2021

Complaints received as of June 30, 2021

SIGNED: John H. Seitz, YAMPO Title VI Compliance Officer DATE: 7/1/2021