

On motion of **Mr. Templet**, seconded by **Mr. Walker**, the following resolution was offered:

RESOLUTION NO. 142030

A resolution adopting the Jefferson Transit Title VI Report for years 2023-2025, as prepared by Jefferson Parish Department of Transit Administration as required by the U.S. Department of Transportation (DOT), 49 CFR Part 21. (Parishwide)

WHEREAS, the Jefferson Parish Department of Transit Administration manages the public transit services for the residents of Jefferson Parish, Louisiana; and

WHEREAS, the 2021 U.S. Census American Community Survey reported that Jefferson Parish had a population of 439,402; with 41.82% minority; and

WHEREAS, Jefferson Transit does not discriminate on the basis of race, color, national origin, gender, disability or age; and

WHEREAS, it is the intention of Jefferson Parish Transit Administration to fully comply with 49 CFR Part 21 in adopting the 2023 Title VI Report.

NOW, THEREFORE, BE IT RESOLVED by the Jefferson Parish Council of Jefferson Parish, Louisiana, acting as the governing authority of said Parish:

SECTION 1. That the 2023 Title VI report, as prepared by Jefferson Parish Transit Administration is adopted.

SECTION 2. That a copy of this resolution appears in the official journal of Jefferson Parish and serves to notify the public of the adopted Title VI Report.

SECTION 3. That the Chairman of the Jefferson Parish Council or in his absence the Vice-Chairman is hereby authorized, empowered and directed to execute any and all documents necessary to give full force and effect to this resolution.

The foregoing resolution having been submitted to a vote, the vote thereon was as follows:


YEAS: 7

NAYS: None

ABSENT: None

The resolution was declared to be adopted on this the **17th day of May, 2023.**

THE FOREGOING IS CERTIFIED
TO BE A TRUE & CORRECT COPY


EULA A. LOPEZ
PARISH CLERK
JEFFERSON PARISH COUNCIL



Title VI
Report

2023

Jefferson Parish Department of Transit
Administration, Jefferson Parish, LA

Prepared by Solutient
Corporation

Table of Contents

Title VI Report

 Introduction.....2

 Certifications and Assurances.....3

 Outreach, Access, and Complaints3

 System-wide Standards, Policies, and Level of Service Monitoring5

 Conclusion9

Appendix.....

 A. Complaint Procedures

 B. Complaint Form

 C. Limited English Proficiency Plan

 D. 2021-2023 Certifications and Assurances Resolutions.....

Introduction

The total population of Jefferson Parish increased from 432,522 in the 2010 census to 440,781 in the 2020 census. This is a net increase in total population of 8,259 or 1.9 percent. The Jefferson Parish white population decreased from 272,115 or 62.9 percent of total in 2010 to 208,385 or 47.3 percent in 2020. The net decline in white population was 63,730 (-23.4%). The Jefferson Parish minority population increased from 160,437 or 37.1 percent in 2010 to 232,396 or 52.7 percent of total in 2020. The net growth in the minority population was 71,959 (44.9%).

By comparison, the total population of Louisiana increased from 4,533,372 as reported in the 2010 census to 4,657,757 as reported in the 2020 census. Between 2010 and 2020 the net growth in the State’s total population was 124,385 (2.74%). The Louisiana white population decreased from 2,836,192 or 62.6 percent of total in 2010 to 2,659,579 or 57.1 percent of total in 2020. The net loss in the State’s white population was 176,613 (-6.2%). The Louisiana minority population increased from 1,697,180 or 37.4 percent of total in 2010 to 1,998,178 or 42.9 percent in 2020. The net growth in the State’s minority population was 300,998 (17.7%).

As of 2021, the U.S. Census Bureau American Community Survey (ACS) 5-year estimate reports the population of Jefferson Parish at 439,402. This represents a slight increase of 4,102 from the 2018 ACS estimate of 435,300. The 2021 minority population in Jefferson Parish is estimated to total 183,779 or 41.82 percent of the total. The Hispanic population in Jefferson Parish grew from 62,522 to 65,298 (4.44%) from 2018 to 2021.

This chart summarizes the estimated demographic changes in Jefferson Parish between 2018 and 2021.

Demographic Area / Population Group	Population		
	2018	2021	% Change
Louisiana	4,663,616	4,657,305	-0.14%
Jefferson Parish	435,300	439,402	0.94%
White alone	273,395	255,623	-6.50%
Black or African American alone	116,621	118,075	1.25%
Other (Asian, 2+ races, etc.)	45,284	65,704	45.09%
Minority (Non-white)	161,905	183,779	13.51%
Minority % of Jefferson Parish	37.19%	41.82%	
Hispanic	62,522	65,298	4.44%

Source: US Census Bureau, ACS 5-Year Estimates

Certifications and Assurances

The Jefferson Parish Council authorizes the Council Chair to sign the Nondiscrimination Assurance each year as part of the Annual Certifications and Assurances required by FTA before any grant is executed. These annual certifications and assurances were signed each year between 2021 and 2023.

Outreach, Access, and Complaints

Summary of Public Outreach

In the past, Jefferson Parish Transit has conducted the following outreach activities:

- annual public meetings to seek out and consider the viewpoints of minority, low-income, and persons with limited English proficiency (LEP) in numerous ways, including using locations, facilities, and meeting times that are convenient and accessible to low-income and minority communities;
- using a variety of news media to announce public participation activities; offering public meeting advertisements in Spanish; and offering Spanish and/or Vietnamese translators at all public meetings. The public meetings are held in ADA-accessible facilities.

Unfortunately, due to the Covid-19 pandemic and recovering from the devastating effects of Hurricane Ida, conducting many of these types of outreach activities were not in the best interest of the public, but will be conducted going forward as restrictions are being lifted. It is important to note that JP Transit followed all CDC and Transit regulations to ensure that transit workers and passengers were as safe as possible utilizing public transportation from installing of driver barrier shields, mandatory wearing of masks, providing sanitizer to workers and making available to passengers, to installing UV lighting systems on buses for thorough sanitizing of buses daily.

A modified Mardi Gras season was conducted in 2022 and a full season was conducted in 2023. Take-ones that described changes to routes due to Mardi Gras activities, were placed on all transit buses in both English and Spanish.

Wilty Bus Terminal has completed its Americans with Disability Act (ADA) construction project. This project is the first of its kind in this region. The purpose of this upgrade was to improve access to the no-vision and Low-vision impaired community. Transit strives to meet the needs of ALL, and this endeavor enables another percentage of our community to gain independence through their Public Transit System.

Additionally, Push-to-Talk standing outdoor KIOSKS have been procured and will be installed at both Wilty and Walkertown Terminals with a target date of June 2023. The Kiosks are designed to provide next time bus arrival and departure times as well as provide bus time information to our Limited English Proficiency (LEP) community, no-vision impaired community, Low-vision impaired community and our Hispanic speaking community.

Jefferson Transit has no subrecipients to monitor or assist.

Meaningful Access to Persons with Limited English Proficiency

Jefferson Transit takes responsible steps to ensure meaningful access to persons with limited English proficiency (LEP) to the benefits, services, information, and other important portions of its programs and activities. Jefferson Transit’s website offers a Spanish translation. Public hearing notices are translated to Spanish and published in a Spanish-language newspaper. If requested, translators are available for all public hearings. The MITS (paratransit) rider guide and Jefferson Parish Transit system brochure are available in both English and Spanish.

As aforementioned, the newly installed Push-to-Talk Kiosks will have a feature that will provide bus time information to the LEP community.

Additionally, Jefferson Transit takes the necessary steps to educate staff and operators on the LEP plan and ways to interact the LEP persons.

Agency Procedures for Tracking and Investigating Title VI Complaints

Jefferson Transit is currently using the grievance policy established to respond to complaints of discrimination as well as the grievance form to be filled out by a complainant. See Appendix A for Complaint Procedures and Appendix B for Complaint Form.

List of Title VI Investigations, Complaints, or Lawsuits Filed Since Last Submission

In August of 2022, there was a gentleman that came to the JP Transit office stating that he identified as a member of the Moorish sovereign citizen movement. Per research, a key tenet of this movement is that any member is exempt from paying taxes. The complainant interprets the bus fare to be a tax – and thus, as a movement member, sees himself as being exempt from paying bus fare to ride. He provided the JP Transit General Manager with his sovereign ID card demonstrating his affiliation. Per Region 6, Regional Civil Rights Officer, there is no Title VI guidance related to fare-reductions and/or fare-exemptions for any specific protected class or citizen and that it would be a local decision to develop a policy for providing a fare-exemption for any specific class, including sovereign citizens. Such a policy would clearly identify the criteria for requesting the fare-exemption, and a standard for consistently considering and responding to requests. As of submission of this report, no policy has been created.

Agency Notice to the Public on Title VI Compliance and How to File a Complaint

Jefferson Parish Transit is an Equal Opportunity Employer (EEO). As such, it agrees to comply with all applicable Federal civil rights laws and implementing regulations. Apart from inconsistent requirements imposed by Federal laws or regulations, JPTA agrees to comply with the requirements of 49 U.S.C. § 5323(h) (3) by not using any Federal assistance awarded by FTA to support procurements using

exclusionary or discriminatory specifications. Federal Clauses which address FTA regulations regarding discrimination are included in Request for Proposals, bids, and contracts. Additionally, Jefferson Parish has a section devoted to addressing the prohibition of discrimination in both its Personnel rules and its Administrative Management Policies, respectively.

To further address discrimination, the Jefferson Transit website includes the below statement. This policy statement includes gender, age, and disability, which are not protected by the Federal government under Title VI, but Jefferson Parish has chosen to include these additional bases as part of a broader “non-discrimination” policy.

“Jefferson Parish Transit does not discriminate on the basis of race, color, national origin, gender, disability, or age. To request additional information on Jefferson Parish Transit’s nondiscrimination policies or to file a complaint, contact the General Manager of Jefferson Parish Transit (504) 818-1077.”

System-wide Standards, Policies, and Level of Service

The transit service standards and policies used for the operation of public transit in Jefferson Parish are reported in *Volume II, Fixed Route Service Evaluation of the Jefferson Parish Transit Operation and Planning Manual*. The current standards and policies are discussed below, along with their associated level of service monitoring analyses.

Vehicle Load Standards

The Maximum Load Factor (MLF) is the total number of passengers passing the maximum load point during the specified time period divided by the total number of seats available. MLFs above 1.00 indicate standing loads. MLFs greater than 1.5 indicate major capacity or safety problems, while MLFs of less than .33 indicate low utilization of the route.

The average of all loads during the peak operating period should not exceed vehicles’ achievable capacities, which are 34 passengers for a 30’ bus, 51 passengers for 2010-2013 model 40-foot buses and 48 passengers for 2019 40-foot buses.

Vehicle Type	Average Passenger Capacities			Max. Load Factor
	Seated	Standing	Total	
30’ Bus	26	8	34	1.3
40’ Bus (2010-12)	39	12	51	1.3
40’ Bus (2019)	36	11	47	1.3

Vehicle Headway

The standard for the fixed-route system in Jefferson Parish had been a maximum of 60-minute peak headways. Following Hurricane Katrina, Jefferson Transit was forced to consolidate routes and reduce the frequency of runs on low ridership routes.

Currently, Jefferson Transit operates a total of fourteen routes - seven routes on the East Bank and seven routes on the West Bank. Four routes currently provide service to the New Orleans CBD. This increased from five to six when the E1 Veterans-Airport route began servicing the new airport terminal in November 2019. Just prior to the new airport’s opening, Jefferson Transit launched a Lyft pilot program on the E4’s Metairie Rd. corridor in place of traditional fixed-route service. The E4 Lyft project allowed Jefferson Transit to accommodate expansion of service on the E1 route that would add the airport to the already busiest route in the system.

Vehicle headways meet Jefferson Transit’s standard of peak, weekday headways not to exceed 60 minutes except for two exceptionally long routes: Avondale and Huey P Long. These routes have headways in excess of the standard because of relatively low use and budgetary constraints. For all routes, peak weekday headways range from 26 minutes to 80 minutes, and off-peak weekday headways range from 26 minutes to 80 minutes.

Jefferson Transit Headway and Service Span				
		Service Hours	Headway	
			Peak	Off-Peak
E1	Weekday	5:00 AM – 10:21 PM	26	27
	Saturday	7:00 AM - 10:33 PM	45	45
	Sunday	7:00 AM - 10:33 PM	45	45
E2	Weekday	5:30 AM - 10:31 PM	37	37
	Saturday	6:10 AM - 10:58 PM	60	60
	Sunday	6:10 AM - 9:58 PM	60	60
E3	Weekday	5:30 AM - 9:24 PM	26	26
	Saturday	6:00 AM – 10:22 PM	52	52
	Sunday	6:00 AM – 10:22 PM	52	52
E4	Weekday	6:00 AM - 7:00 PM	n/a (Lyft)	n/a (Lyft)
E5	Weekday	6:15 AM - 7:14 PM	30	60
E6	Saturday	6:48 AM - 7:44 PM	60	60
	Weekday	5:00 AM – 9:52 PM	60	60
E8	Weekday	5:52 AM - 8:47 PM	60	60
	Saturday	7:52 AM – 4:57 PM	60	60
W1	Weekday	5:10 AM – 6:15 PM	80	80
	Saturday	6:30 AM – 6:20 PM	80	80
W2	Weekday	5:39 AM – 10:30 PM	30	40
	Saturday			
	Sunday	6:10 AM - 9:34 PM 6:10 AM - 9:34 PM	60 60	60 60
W3	Weekday	5:41 AM – 9:58 PM	30	40
	Saturday	6:26 AM – 9:17 PM	60	60
W4	Sunday	6:26 AM – 9:17 PM	60	60
	Weekday	5:35 AM – 8:01 PM	60	60
	Saturday	5:15 AM – 8:06 PM	30	40
	Sunday	5:15 AM – 8:06 PM	60	60
W6	Weekday	5:57 AM - 6:57 PM	60	60
W8	Weekday	5:09 AM – 9:55 PM	30	60
W10	Weekday	5:30 AM - 7:34 PM	68	80
	Saturday	6:00 AM - 6:18 PM	75	75

On-Time Performance

On-time performance is a measurement of runs completed as scheduled. System reliability and waiting times are prime factors in attracting ridership. The buses should never operate ahead of schedule. For Jefferson Transit, on-time performance is considered to be between the exact time schedule for a particular stop and five-minutes after that time. In March 2018, the on-time performance metric was revised down to an industry standard of up to five minutes after scheduled stop instead of the previous ten-minute window.

On-Time Performance is continually evaluated and reported to Jefferson Parish Administration each month. In 2022, Jefferson Transit’s overall monthly average on-time performance was 90.08%. Individual route averages for 2022 ranged from 67.57% to 99.99%.

Distribution of Transit Amenities

Jefferson Parish purchases non-advertising shelters to place at high boarding count stops where there are no advertising benches or shelters. These non-advertising amenities allow the Department to continue to provide a more equitable distribution of amenities for transit riders.

Jefferson Transit continues to use capital assistance as available to fund ADA improvements, non-advertising shelters and benches, and renovations at the Westbank terminal facilities.

Service Availability

Jefferson Transit’s goal is to provide transit service within three-quarters of a mile of residents throughout the urbanized portion of Jefferson Parish. Jefferson Transit serves most of the urbanized portion of Jefferson Parish, but there are several pockets that are located more than three-quarters of a mile from fixed-route transit. Most of these areas are industrial, rural, or swamp. Additionally, Kenner is served by the RTA-201 Kenner Loop route, which is operated by the New Orleans Regional Transit Authority rather than Jefferson Transit.

Vehicle Assignment

As of April 2020, there are 41 fixed-route vehicles in the Jefferson Transit fleet. There are thirty buses which were delivered between 2010 and 2013 that are 30’ (5) and 40’ (25) Gillig BRT-style low floor biodiesel buses. The remaining nine buses in the fleet are 2019 Gillig-Low Floor 40’ models. The Jefferson Transit fleet is equipped with air conditioning, voice announcement systems, lifts (on the Phantom buses) or ramps (on the BRT low-floor buses) to assist those who cannot use steps, and other

2022 On-Time Performance Monthly Avg. by Route	
Westbank	
Avondale	99.99%
Westbank Expy	91.39%
Lapalco	67.57%
Gretna Local	90.26%
Terrytown	86.58%
Huey P. Long	98.24%
Marrero	85.17%
Eastbank	
Veterans	83.99%
Airline	94.70%
Jefferson Hwy	84.95%
Metairie Road	90.67%
Causeway	94.77%
Elmwood	92.86%
Metairie Local	99.99%
Monthly Average	90.08%

ADA amenities. The fleet also uses an intelligent transportation system, with an automatic vehicle locator feature and farebox passenger information. The fleet is in good working condition.

The 40-foot buses are assigned to the other routes using the following criteria:

- Newer buses, with the fewest miles (especially those under warranty), are used on the longest runs possible.
- Buses under warranty are maximized, since someone else pays for repairs as they occur.
- If no warranty is in force, the buses with the fewest miles are still kept on the longest runs to equalize the relative age of the fleet (in miles).
- The mileage on the buses is kept relatively close, particularly on buses of the same model year.

Long- and short-term maintenance alters bus scheduling. When buses require routine scheduled maintenance, running repairs, or breakdown repairs, those buses are generally held out of service or put on short runs to facilitate maintenance. When a bus gets a new engine and transmission, it is usually moved up the queue and assigned to longer runs. Thus, both overall age of equipment and age of drivetrains can affect scheduling to allocate the “best” equipment available to the longest and most demanding of runs.

Equity Evaluations of Significant Service and Fare Changes

A major service change constitutes: 1) a fare increase, 2) deleting an entire route, 3) reducing overall service provided by more than 10%, or 4) making schedule changes that comprise more than 25% of all Jefferson Parish Transit service provided. When it is necessary to implement a major service change and the public hearing will not be held during one of the regularly scheduled annual public hearings, a special public hearing will be called and advertised 30 days in advance.

All service changes and proposed improvements in service were evaluated to determine whether the overall benefits and costs of these changes and improvements are distributed equally and are not discriminatory.

Jefferson Parish Transit implemented the New Links Final Network in coordination with the Regional Planning Commission (RPC) on Sunday, January 30, 2022.

The purpose of the New Links project was to develop a set of short-term recommendations for improving transit service that can be implemented quickly using existing funding. The network redesign in Jefferson Parish involved a plan for service that reflected current travel needs and community priorities.

The Transit Administration worked with Transdev from early 2020 to solidify these service changes suggested by the RPC, which were designed to improve travel times for Jefferson Parish residents, provide service in new areas and deliver better connections to businesses.

The following were the changes that went into effect:

East Bank Bus Route changes:

- E1 – Veterans bus improves frequency to every 24 minutes.
- E5 – Causeway becomes E6 – Metairie Local – this new route brings service to W. Napoleon and Severn Ave.
Rider wait times are improved for all East Bank routes.

West Bank Bus Routes changes:

- W1 – Avondale will now service Segnette Blvd, Nicole Blvd and S. Jamie Blvd.
- New service to areas where no service existed before, including: Delgado Community College, Segnette field, Alario Center and Emmett Gilbert School.

Determination of Site or Location of Facilities

As of April 1, 2023, the Eastbank Operations Center was under reconstruction. There was no new site determination required as the old center was demolished and newly constructed building will be in that same location. The maintenance center will undergo some updates and repairs and will remain at the same site.

For any future determination of site or location of facilities, JP Transit will not make selections with the purpose or effect of excluding persons from, denying them the benefits of, or subjecting them to discrimination on the grounds of race, color, or national origin, or with the purpose or effect of defeating or substantially impairing the accomplishment of the objectives of the Title VI programs.

Conclusion

Jefferson Parish itself continues to grow. Jefferson Parish Transit is committed to providing equitable, quality transportation service for residents, employees, seniors, and the disabled. Jefferson Transit has worked innovatively to restore service, replace vehicles, and contribute to the growing economy of Jefferson Parish. While Jefferson Transit continues to face operational challenges and fiscal constraints, Jefferson Parish Transit has worked to provide optimal levels of fixed-route and paratransit service, and to expand fixed-route service when possible.

The Jefferson Parish Council passed a Resolution in January 2019 establishing a Transportation Advisory Board for the purpose of making recommendations to the Jefferson Parish Council with regard to the adoption, implementation, and financing of all plans made for the purpose of improving transit and other transportation facilities on a regional, inter-parish or intra-parish basis. The Transportation Advisory Board was created to advise the Jefferson Parish Council regarding all transit and transportation issues, including bus, light rail, and other forms of mass public transportation; mobility-impaired transportation; and taxicabs and other vehicles for hire.

Due to the COVID -19 pandemic the board has not met and there are vacancies that must be filled. JP Transit will revisit the status of the Transit Advisory with the JP Council to determine how to proceed.

Otherwise, there are no transit-related boards or committees for Jefferson Parish.

APPENDIX A – COMPLAINT PROCEDURES

Title VI Complaint Procedures – Jefferson Parish Transit Revised June 2017

This section outlines the Title VI complaint procedures related to providing programs, services, and benefits. However, it does not deny the complainant the right to file formal complaints with the Louisiana Commission on Human Rights, Equal Employment Opportunity Commission, Federal Transit Administration, or seek private counsel for complaints alleging discrimination, intimidation, or retaliation of any kind that is prohibited by law.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs receiving federal financial assistance.

Jefferson Parish Transit’s Title VI Complaint Procedure and Complaint Form can be found online at www.jptransit.org/about/title-vi-compliance/.

GENERAL

Any person who believes that he or she, individually, or as a member of any specific class of persons, has been subjected to discrimination on the basis of race, color, or national origin as noted below may file a written complaint with the Jefferson Parish Department of Transit Administration, 21 Westbank Expressway, Gretna, LA 70053. Complainants have the right to complain directly to the appropriate federal agency. Every effort will be made to obtain early resolution of complaints. The option of informal meeting(s) between the affected parties and the Director of Jefferson Parish Transit may be utilized for resolutions.

PROCEDURE

1. The complaint must meet the following requirements:
 - a. Complaint shall be in writing and signed by the complainant(s). In cases where Complainant is unable or incapable of providing a written statement, a verbal complaint may be made. The Contract Monitor will interview the Complainant and assist the person in converting verbal complaints to writing. All complaints must, however, be signed by the Complainant or his/her representative.
 - b. Include the date of the alleged act of discrimination, date when the Complainants became aware of the alleged act of discrimination, or the date on which that conduct was discontinued or the latest instance of conduct
 - c. Present a detailed description of the issues, including names and job titles of those individuals perceived as parties in the complaint.
 - d. Federal law requires complaints to be filed within 180 calendar days of the alleged incident.
2. Upon receipt of the complaint, the Director will determine its jurisdiction, acceptability, need for additional information, as well as assign the complaint to the Contract Monitor to investigate the merit of the complaint.

3. The Complainant will be provided with a written acknowledgment that Jefferson Parish Transit has either accepted or rejected the complaint.
4. A complaint must meet the following criteria for acceptance:
 - a. The Complaint must be filed within 180 days of the alleged occurrence.
 - b. The allegation must involve a covered basis such as race, color, or national origin.
 - c. The allegation must involve a Jefferson Parish Transit service of a federal aid recipient, sub-recipient, or contractor.
5. A complaint may be dismissed for the following reasons:
 - a. The Complainant requests the withdrawal of the complaint.
 - b. The Complainant fails to respond to repeated requests for additional information needed to process the complaint.
 - c. The Complainant cannot be located after reasonable attempts.
6. Once Jefferson Parish Transit's Director decides to accept the complaint for investigation, the Complainant will be notified in writing of such determination. The complaint will receive a case number and will be logged in a database identifying: Complainant's name, basis, alleged harm, race, color, and national origin.
7. In cases where Jefferson Parish Transit's Director assumes the investigation of the complaint, within 90 calendar days of the acceptance of the complaint, Jefferson Parish Transit's General Manager will prepare an investigative report for review by the Director. The report shall include a narrative description of the incident, identification of persons interviewed, findings, and recommendations for disposition.
8. The investigative report and its findings will be reviewed by the Director, Contract Monitor, and in some cases, the investigative report and findings will be reviewed by the Jefferson Parish Attorney. The report will be modified as needed.
9. The Director/Contract Monitor/Parish Attorney will make a determination on the disposition of the complaint. Dispositions will be stated as follows:
 - a. In the event Jefferson Parish Transit is in noncompliance with Title VI regulations, remedial actions will be listed.
10. Notice of Director's determination will be mailed to the Complainant. Notice shall include information regarding appeal rights of Complainant and instructions for initiating such an appeal. Notice of appeals are as follows:
 - a. Jefferson Parish Transit will reconsider this determination, if new facts come to light.
 - b. If Complainant is dissatisfied with the determination and/or resolution set forth by Jefferson Parish Transit, the same complaint may be submitted to FTA for investigation. Complainant will be advised to contact the Federal Transit Administration, Office of Civil Rights, 1200 New Jersey Avenue, SE, Washington, DC 20590, United States. Phone: 888-446-4511.
11. A copy of the complaint and Jefferson Parish Transit's investigation report/letter of finding and Final Remedial Action Plan, if appropriate, will be issued to FTA within 120 days of the receipt of the complaint.
12. A summary of the complaint and its resolution will be included as part of the Title VI updates to

the FTA.

RECORDKEEPING REQUIREMENT

The Director will ensure that all records relating to Jefferson Parish Transit's Title VI Complaint Process are maintained with department records.

Records will be available for compliance review audits.

APPENDIX B – COMPLAINT FORM



Title VI Complaint Form

Title VI of the 1964 Civil Rights Act requires that “No person in the United States shall, on the ground 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 receiving federal financial assistance.”

Note: The following information is necessary to assist us in processing your complaint. Should you require any assistance in completing this form, please let us know.

Complete and return this form to: Jefferson Parish Transit, Attn: Contract Monitor, 21 Westbank Expressway, Gretna LA 70053.

- 1. Complainant’s Name _____
- 2. Address _____
- 3. City, State and Zip Code _____
- 4. Telephone Number (home) _____ (business) _____

- 5. Person discriminated against (if someone other than the complainant)
Name _____
Address _____
City, State and Zip Code _____

6. Which of the following best describes the reason you believe the discrimination took place? Was it because of your:

- a. Race/Color _____
- b. National Origin _____

7. What date did the alleged discrimination take place? _____

8. In your own words, describe the alleged discrimination. Explain what happened and whom you believe was responsible. Please use the back of this form if additional space is required.

9. Have you filed this complaint with any other federal, state, or local agency; or with any federal or state court? _____ Yes _____ No

If yes, check all that apply:

_____ Federal agency _____ Federal court _____ State agency _____ State court _____ Local agency

10. Please provide information about a contact person at the agency/court where the complaint was filed.

Name _____

Address _____

City, State, and Zip Code _____

Telephone Number _____

11. Please sign below. You may attach any written materials or other information that you think is relevant to your complaint.

Complainant's Signature

Date

APPENDIX C - LIMITED ENGLISH PROFICIENCY PLAN

Introduction

The *Limited English Proficiency Plan* has been prepared to address Jefferson Parish Transit's responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq, and its implementing regulations, which state that no person shall be subjected to discrimination on the basis of race, color or national origin.

Executive Order 13166, titled *Improving Access to Services for Persons with Limited English Proficiency*, indicates that differing treatment based upon a person's inability to speak, read, write, or understand English is a type of national origin discrimination. It directs each federal agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not occur. This order applies to all state and local agencies which receive federal funds, including Jefferson Parish Transit which receives federal assistance through the U.S. Department of Transportation.

Purpose

Jefferson Parish Transit has developed this *Limited English Proficiency Plan* to help identify reasonable steps for providing language assistance to persons with limited English proficiency (LEP) who wish to access services provided by the transit authority. As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write or understand English.

This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available.

Formulating an LEP Plan

In determining how to provide effective and meaningful access for LEP persons, the U.S. Department of Transportation (DOT) has established the following four guidelines to consider in determining "reasonable steps" to be taken by Jefferson Parish Transit:

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter a Jefferson Parish Transit program, activity or service.
2. The frequency with which LEP persons come in contact with Jefferson Parish Transit programs, activities or services.
3. The nature and importance of programs, activities or services provided by Jefferson Parish Transit to the LEP population.
4. The resources available to Jefferson Parish Transit and overall cost to provide assistance.

Jefferson Parish Transit System

Jefferson Parish Transit provides public transportation for the urbanized portion of Jefferson Parish, Louisiana. Currently, Jefferson Parish Transit operates twelve routes with 36 buses, covering the East Bank and West Bank of Jefferson Parish as well as providing service to the New Orleans CBD. Many of these routes operate seven days a week, and are in service from approximately 5:30 AM to 10:30 PM, depending on the route and day. In 2022, there were over 1,300,000 million boardings on Jefferson Parish Transit’s fixed route service. All of Jefferson Parish Transit’s buses are ADA accessible and have wheelchair lifts or ramps. Each bus is also equipped with a bike rack that can carry up to two bicycles.

Jefferson Parish Transit also offers a demand-response service, Mobility Impaired Transportation System (MITS), for people with disabilities who are unable to use fixed-route service. In 2022, MITS provided over 47,000 rides.

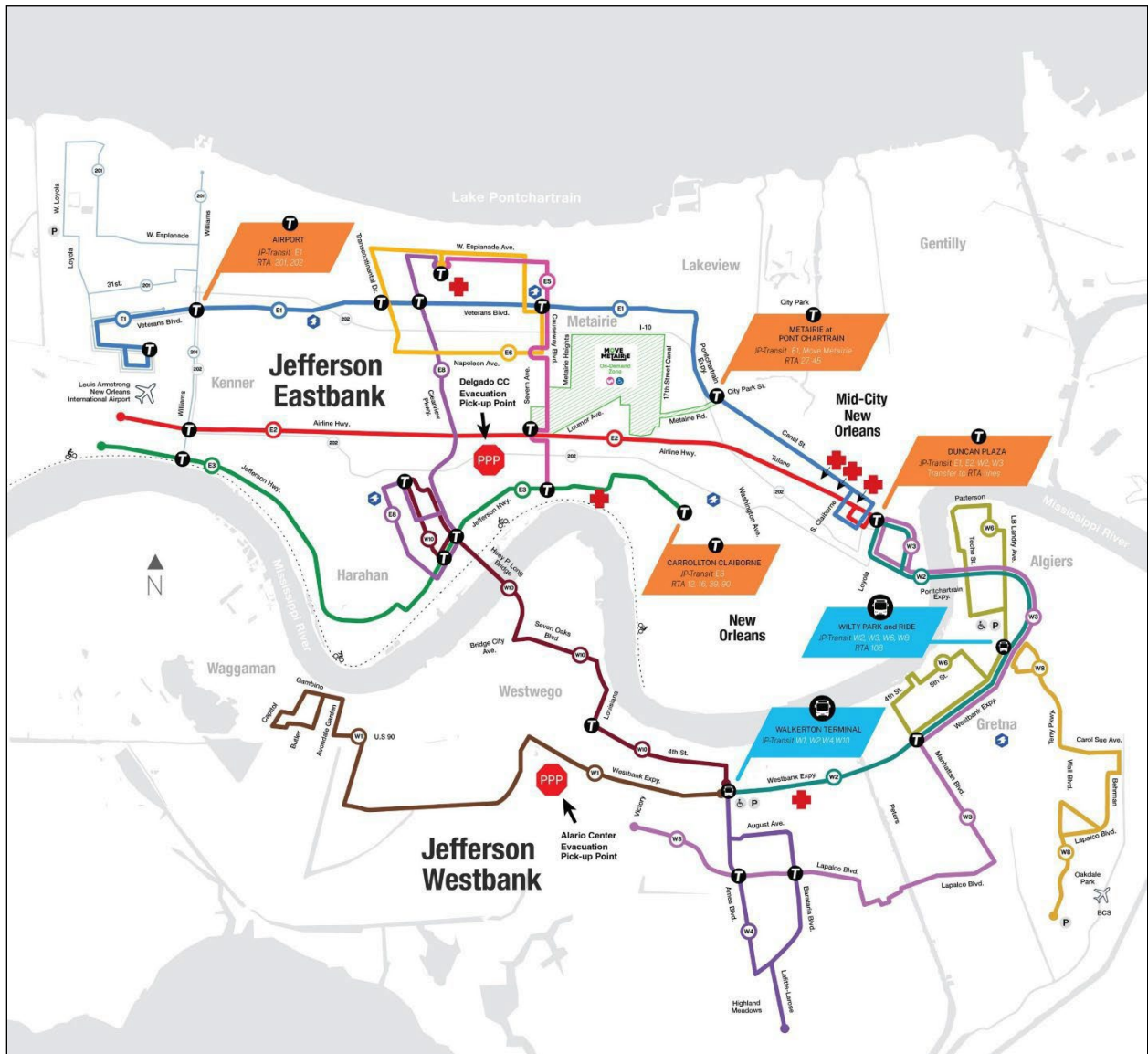


Figure 1: Current Jefferson Parish Transit System Map

LEP Analysis

Four-Factor Analysis

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter a Jefferson Parish Transit program, activity or service.

The most relevant data in determining the level of English proficiency among persons that may be served or are likely to encounter Jefferson Parish Transit programs come from the U.S. Census Bureau.

In the last several years, the entire country has seen an increase in the number of Spanish speaking individuals and Jefferson Parish is no different. Spanish is the foreign language most commonly spoken at home. Vietnamese and French speaking populations are also found in Jefferson Parish, but they are much smaller than the Spanish speaking community.

Table 1. Language Spoken at Home in Jefferson Parish by Population over 5 Years Old

	2015		2021	
	#	%	#	%
Total Population:	407,505	100%	411,254	100%
Speak only English	335,140	82%	334,600	81%
Spanish	45,932	11%	49,381	12%
French (incl. Cajun)	3,408	1%	4,254	1%
Vietnamese	8,294	2%	7,812	2%
Arabic	2,782	1%	2,888	1%
Chinese	2,047	1%	2,093	1%
Other	9,902	2%	10,226	2%

Source: U.S. Census Bureau, & 2015: ACS 5-Year Estimates (Detailed Tables) & 2021: ACS 5-Year Estimates (Detailed Tables)

The Census Bureau’s ACS has data on the language spoken at home by residents in Jefferson Parish and their ability to speak English. The Census asked respondents to indicate their ability to speak English using four categories: “very well,” “well,” “not well,” or “not at all.” FTA guidance states that the total number of LEP persons can be obtained by totaling the persons indicating they speak English “well,” “not well,” or “not at all.” The following tables shows ability to speak English by language spoken at home based on estimated 2015 & 2021 census data.

Table 2a. Population 5 Years and Over by Language Spoken at Home and Ability to Speak English in Jefferson Parish: 2015

	#	%
Population 5 years and Over	409,555	100%
Speak only English	335,531	82%
Speak only English or speak English "very well"	373,886	93%
Speak a language other than English	74,024	18%
Spanish	46,186	100%
Speak English "very well"	22,816	49%
Speak English "well"	11,873	26%
Speak English "not well"	9106	20%
Speak English "not at all"	2391	5%
Other Indo-European languages	9,718	100%
Speak English "very well"	7,025	73%
Speak English "well"	1056	11%
Speak English "not well"	1391	14%
Speak English "not at all"	246	2%
Asian and Pacific Island languages	13,690	100%
Speak English "very well"	6,133	45%
Speak English "well"	2074	15%
Speak English "not well"	3596	26%
Speak English "not at all"	1887	14%
All other languages	4430	100%
Speak English "very well"	2381	54%
Speak English "well"	1431	32%
Speak English "not well"	618	14%
Speak English "not at all"	0	0%

Source: U.S. Census Bureau, 2015: ACS 1-Year Subject Tables

Table 2b. Population 5 Years and Over by Language Spoken at Home and Ability to Speak English in Jefferson Parish: 2021

	#	%
Population 5 years and Over	406,784	100%
Speak only English	327,639	81%
Speak only English or speak English "very well"	370,166	91%
Speak a language other than English	79,145	19%
Spanish	47,550	100%
Speak English "very well"	23,612	49.7%
Speak English "well"	9,705	20.4%
Speak English "not well"	8,305	17.5%
Speak English "not at all"	5,928	12.5%
Other Indo-European languages	14,605	100%
Speak English "very well"	10,018	68.6%
Speak English "well"	2,596	17.8%
Speak English "not well"	1,404	9.6%
Speak English "not at all"	587	4.0%
Asian and Pacific Island languages	10,998	100%
Speak English "very well"	4,749	43.2%
Speak English "well"	4,107	37.3%
Speak English "not well"	1,663	15.1%
Speak English "not at all"	479	4.4%
All other languages	5,992	100%
Speak English "very well"	4,148	69.2%
Speak English "well"	1,037	17.3%
Speak English "not well"	807	13.5%
Speak English "not at all"	0	0.0%

Source: U.S. Census Bureau, 2021: ACS 1-Year Subject Tables

Table 3. Population 5 Years and Over by Age and Ability to Speak English in Jefferson Parish

	2015		2021	
	#	%	#	%
Population 5 years and over	406,784	100.00%	406,784	100.00%
Speak a language other than English	79,145	18.07%	79,145	19.46%
5 to 17 years	13,437	3.30%	14,071	3.46%
18 to 64 years	51,586	12.60%	54,613	13.43%
65 years and over	9,001	2.20%	10,461	2.57%
Speak English less than "very well"	35,669	8.70%	36,618	9.00%
5 to 17 years	3,808	0.90%	4,061	1.00%
18 to 64 years	27,423	6.70%	25,933	6.38%
65 years and over	4,438	1.10%	6,624	1.63%

Source: U.S. Census Bureau, ACS 1-Year Estimates 2015 & 2021 Subject Tables

Table 3 demonstrates that among individuals who speak another language, school age children are most likely to speak English very well. Comparing information from Table 3 and Table 4 indicates that in 2015, even though 18% of individuals spoke a language other than English, only 2.6% of households did not contain an individual over 14 years old that spoke English very well.

Table 4. Presence of English Speaking Individual over 14 Years Old in Jefferson Parish Households: 2015

	#	%
Total Households	176,424	100.00%
Linguistically isolated households	4,669	2.60%

Source: U.S. Census Bureau, 2015 American Community Survey

The 2011-2015 US Census Bureau ACS estimates that 33,358 persons, or 8.2% of Jefferson Parish residents, speak English less than “very well.” 2017-2021 estimates indicate that there has been a slight increase in the number of residents who speak English less than “very well”. Notably, this represents a percent change of 6.6% of Jefferson Parish residents who speak English less than “Very well”, even though there has been a population increase of only 0.9%. The most commonly spoken languages for these LEP persons are Spanish, French, Chinese, Vietnamese, and Arabic.

Table 5. Language Spoken at Home by Ability to Speak English for the Population 5 Years and Over in Jefferson Parish: 2015 & 2021

	2015		2021	
	#	%	#	%
Total:	407,505	100%	411,254	100.0%
Speak only English	335,140	82.2%	334,600	81.4%
Spanish:	45,932	11.3%	49,381	12.0%
Speak English "very well"	22,552	5.5%	24,006	5.8%
Speak English less than "very well"	23,380	5.8%	25,375	6.2%
French (incl. Haitian, Cajun):	3,408	0.8%	4,254	1.0%
Speak English "very well"	2,742	0.7%	3,267	0.8%
Speak English less than "very well"	666	0.5%	987	0.2%
Chinese:	2,047	0.5%	2,093	0.5%
Speak English "very well"	766	0.2%	1,039	0.3%
Speak English less than "very well"	1,281	0.3%	1,054	0.3%
Vietnamese:	8,294	2.1%	7,812	1.9%
Speak English "very well"	3,964	1.0%	3,794	0.9%
Speak English less than "very well"	4,330	1.1%	4,018	1.0%
Arabic:	2,782	0.7%	5,002	1.2%
Speak English "very well"	2,178	0.5%	2,888	0.7%
Speak English less than "very well"	604	0.2%	2,114	0.5%
Other Languages:	9,902	2.4%	7,290	1.8%
Speak English "very well"	6,625	1.7%	5,076	1.2%
Speak English less than "very well"	3,277	0.8%	2,214	0.5%
Total - Speak English less than "very well"	33,538	8.2%	35,762	8.7%

Source: U.S. Census Bureau, 2011-2015 & 2017-2021 American Community Survey

The ACS estimates (Table 6a) that about 2.9% of the Spanish speaking workforce commutes by public transportation and 4.6% of Spanish speakers that don't speak English "very well" ride transit and represent almost 25% of public transportation commuters in Jefferson Parish despite only representing 6.6% of all commuters. Only 1% of commuters that only speak English ride on public transportation and less than 1% of those that speak other languages commute on public transportation. It is interesting that a proportionately smaller number of people that speak a language other than English or Spanish commute by transit; however, 1.5% of those that do not speak English or Spanish "very well" commute by public transportation—a slightly higher percentage than the Jefferson Parish general population.

Table 6a. Workers 16 Years and Over Using Public Transportation as Means of Transportation to Work by Language Spoken at Home and Ability to Speak English in Jefferson Parish: 2015

	Total Workforce		Commute on Public Transportation	
	#	%	#	%
Total:	206,329	100%	2,527	100%
Speak only English	168,140	81.5%	1,700	67.3%
Speak Spanish:	25,063	12.1%	733	29.0%
Speak English "very well"	11,444	5.5%	111	4.4%
Speak English less than "very well"	13,619	6.6%	622	24.6%
Speak other languages:	13,036	6.4%	94	3.7%
Speak English "very well"	7,935	3.9%	19	0.7%
Speak English less than "very well"	5,101	2.5%	75	3.0%

Source: U.S. Census Bureau, 2011-2015 American Community Survey

The ACS estimates (Table 6b) that about 1.4% of the Spanish speaking workforce commutes by public transportation and 2.0% of Spanish speakers that don't speak English "very well" ride transit and represent 17% of public transportation commuters in Jefferson Parish despite only representing 7.2% of all commuters. Less than 1% of commuters that only speak English ride on public transportation and less than 1% of those that speak other languages commute on public transportation. Less than 1.0% of those that do not speak English or Spanish "very well" commute by public transportation.

Table 6b. Workers, 16 Years and Over, using Public Transportation as Means of Transportation to Work by Language Spoken at Home and Ability to Speak English in Jefferson Parish:
2021

	Total Workforce		Commute on Public Transportation	
	#	%	#	%
Total:	205,576	100.0%	1,735	100.0%
Speak only English	164,935	80.2%	1,322	76.2%
Speak Spanish:	25,754	12.5%	365	21.0%
Speak English "very well"	10,994	5.3%	68	3.9%
Speak English less than "very well"	14,760	7.2%	297	17.1%
Speak other languages:	14,887	7.2%	48	2.8%
Speak English "very well"	9,308	4.5%	22	1.3%
Speak English less than "very well"	5,579	2.7%	26	1.5%

Source: U.S. Census Bureau, 2017-2021 American Community Survey

As previous surveys and ACS data have determined that Spanish-language speakers are the largest LEP population in Jefferson Parish, we strive to accommodate those members of the community served by public transit.

Jefferson Parish Transit has offered and continues to offer translators for all public meetings, but has not received any translation requests to date. Transit also advertises public notices in the region's primary Spanish-language media outlet, Jambalaya News.

Jefferson Parish Transit’s relationships with local organizations and municipal agencies, such as the Jefferson Economic Development Corp. (JEDCO) and the Jefferson Parish Dept. of Citizens' Affairs, provide valuable insight as to where Jefferson Parish Transit may most effectively target its informational outreach in the metro Spanish-speaking community.

2. The frequency in which LEP persons come in contact with Jefferson Parish Transit programs, activities or services.

Some information is available from the 2015 American Community Survey Means of Transportation (Table 7) to identify the percentage of the Jefferson Parish population utilizing public transit for work purposes who speak English less than “very well.” Based on 2015, 5-Year data, the ACS estimated that only 2,527 persons in Jefferson Parish primarily used transit to commute, and of that total, 27.6% or 697 spoke English less than “very well.” This is a remarkably high figure given that only 8.2% of the Jefferson Parish general population speak English less than “very well.” In other words, according to the ACS, someone who doesn’t speak English very well is nearly three and a half times more likely to use public transit to commute. Based on 2021 5-Year data, the ACS estimated that only 1,735 persons in Jefferson Parish primarily used transit to commute, and of that total, 18.6% or 323 spoke English less than “very well.” While there has been a slight decrease in the number of people using transit to commute, those that do

are still more than twice as likely to speak English less than “very well.”

Table 7. General population and the percentage of persons that speak English less than “very well” and primarily use public transportation to commute.

	2015		2021	
	#	%	#	%
General Population:				
Population:	407,505	100.0%	411,254	100%
Speak English less than “very well:”	33,538	8.2%	35,762	8.7%
Those who use public transportation to commute:				
Population:	2,527	0.6%	1,735	0.4%
Speak English less than “very well:”	697	0.2%	323	0.1%

Source: U.S. Census Bureau, 2011-2015 & 2017-2021 American Community Survey

The last major survey of transit riders in Jefferson Parish was performed as part of a comprehensive operational analysis that was commissioned by the New Orleans Regional Planning Commission. Jefferson Parish Transit also conducted rider surveys aboard its most nascent route, the Gretna Local.

3. The nature and importance of programs, activities or services provided by Jefferson Parish Transit to the LEP population.

Jefferson Parish Transit believes that reliable public transportation is crucial to a thriving community. Public transportation gives people access to work, health care, child care, and other programs and services – everything from legal assistance to grocery shopping. Without access to public transportation, many of these individuals would not be able to take advantage of these and other services that could potentially be life changing or life sustaining. In this light, lack of public transportation services could have an adverse effect on LEP individuals.

Additionally, Jefferson Parish Transit is a critical piece of the Jefferson Parish disaster response and hurricane evacuation plans. Rider surveys show that most Jefferson Parish Transit riders do not own a vehicle and are especially vulnerable to storms and flooding. As many recent immigrants are also unlikely to own vehicles, outreach on this specific issue is conducted each year to ensure that all LEP persons know how to safely evacuate in advance of a dangerous weather event.

4. The resources available to Jefferson Parish Transit and the overall costs to provide LEP assistance.

To increase service to the LEP population without greatly impacting the budget, Jefferson Parish Transit conducts translation work in-house using fluent Spanish-speaking staff. For projects that are beyond staff expertise as well as Vietnamese translations, Jefferson Parish Transit utilizes established community service organizations such as Boat People SOS. Whenever possible, Jefferson Parish Transit uses translation services at discount or pro bono rates. Additionally, Jefferson Parish Transit’s website uses

Google to translate the site into Spanish and Vietnamese. Jefferson Parish Transit has recently hired additional staff with Spanish fluency to offer customer service over the phone to Spanish speaking individuals.

Most residents of Jefferson Parish and public transportation users within Jefferson Parish are English speakers. Jefferson Parish Transit has worked to provide interpreters and translations when possible and has not received any additional requests for translation services. Therefore, meaningful access is most likely being currently provided to the LEP population in Jefferson Parish.

Additionally, many English-speaking persons may have trouble reading or interpreting the schedule or other printed materials. Jefferson Parish Transit is currently overhauling its website and schedule booklet to increase ADA compliance, add pictographs, and make the route schedules easier to interpret.

Identifying LEP Individuals Who Need Language Assistance

The preceding four-factor analysis is a useful tool to assess the number and proportion of LEP individuals eligible to be served by Jefferson Parish Transit and the frequency of those encounters. The 2015 ACS estimates that about 35,000 people or 8.7% of Jefferson Parish speak English less than “very well,” and of those individuals, 70% speak Spanish, 13% speak Vietnamese, and the percentages diminish quickly for other languages spoken by small numbers of people. The 2021 ACS estimates that about 36,000 people or 9.0% of Jefferson Parish speak English less than “very well,” and of those individuals, 71% speak Spanish, 11% speak Vietnamese, and the percentages diminish quickly for other languages spoken.

While there is certainly a sizeable LEP population in Jefferson Parish, public transportation is not generally a very popular form of transportation in the parish, as evidenced by the ACS estimate that only about 2,500 and 1,700 workers over 16 years old use public transit as their primary mode of transportation in commuting for 2015 and 2021 respectively. This estimate is roughly proportionate to Jefferson Parish Transit’s daily system ridership which averages around 4,400 boardings per weekday. The ACS further estimates that in 2015 almost 28% of these transit commuters speak English less than “very well” and that 2021 almost 19% of these transit commuters speak English less than “very well.”

While there are limitations in the data available, it seems clear that the overwhelming majority of individuals requiring language assistance speak Spanish and to a lesser extent Vietnamese. These two groups make up approximately 82-83% of individuals over 5 year old that speak English less than “very well” for both 2015 & 2021.

Language Assistance Measures

Jefferson Parish Transit translates as many materials as possible within the current budget. Below is a summary of current translations.

	English	Spanish	Vietnamese
Jefferson Parish Transit Website	X	X	X
MITS (Paratransit) Rider Guide	X	X	
Fixed Route System Brochure	X	X	
Security Posters	X	X	X
Rider Surveys	X	X	
Public Notices	X	X	

Jefferson Parish Transit has Spanish speaking telephone operators available to offer customer service. “I speak cards” will be available at all points of contact with the public to accurately inform Jefferson Parish Transit if improved services for particular language speakers are necessary to provide meaningful access. Operators will be surveyed to determine training needs for on-board interactions with LEP persons.

Staff Training

All Jefferson Parish Transit staff will be surveyed about their on-the-job experiences with LEP persons, including a question on potential training needs. This LEP plan will be discussed and incorporated into the new staff training. All staff will receive instruction on DOT guidance regarding providing meaningful access for LEP persons. Further training opportunities will be provided as they become available.

Providing Notice to LEP Persons

Jefferson Parish Transit notifies LEP persons, through all printed and digital materials, of language assistance programs available to them at no cost.

Monitoring, Evaluating and Updating Plan

Jefferson Parish Transit will review and update this plan yearly, or in the event of a marked influx of LEP persons to the area. The review and update will consist of the following:

1. The number and nature of requests received from LEP persons annually.
2. Determination of LEP population in the service areas using American Community Survey one- year data sets.
3. Review any complaints that have been received concerning the agency’s failure to meet the needs of LEP persons.
4. Determine whether Jefferson Parish Transit has fully complied with the goals of the LEP plan.
5. Assess the sufficiency of staff training and budget for language assistance.

Jefferson Parish Transit will also continue to monitor the future availability of grant funding for improvements in services to LEP persons, such as the Language Assistance Demonstration Projects Grants Program portion of the Transportation Equity Research Project. This grants program was part of SAFETEA-LU and Jefferson Parish Transit will evaluate similar opportunities as per the circular for FAST Act.

Dissemination of the Jefferson Parish Transit LEP Plan

The language assistance plan will be available on our website, www.jptransit.org.

Alternatively, any person may request a copy of the plan via telephone, fax, mail, or in person, and shall be provided a copy of the plan at no cost. LEP individuals may request copies of the plan in translation which Jefferson Parish Transit will provide, if feasible.

Questions or comments regarding the LEP Plan may be submitted to Jefferson Parish Transit as follows:

Attention: Director, Jefferson Parish Transit
21 Westbank Expressway
Gretna, LA 70053

Phone: 504-364-3450

Fax: 504-364-3453

APPENDIX D – Approved 2021-2023 Certification and Assurances Resolutions

On motion of **Mr. Templet**, seconded by **Mr. Walker**, the following resolution was offered:

RESOLUTION NO. 137056

A resolution authorizing the Jefferson Parish Council to designate the Director of the Department of Transit Administration to execute and file the Federal FY2021 FTA Certifications and Assurances as required by the Federal Transit Administration (FTA) before submitting FY2021 applications for FTA 5307 Urbanized Area Formula Program funds or for other FTA program funds in support of Parish-wide transit preventive maintenance, operating assistance, capital improvements, and planning activities as administered by Jefferson Parish Transit Administration. (Parishwide)

WHEREAS, the Federal Transportation Administrator has been delegated authority to award Federal financial assistance for transportation projects; and,

WHEREAS, it is required by the U.S. Department of Transportation in accordance with the provisions of the Fixing America's Surface Transportation (FAST) Act, enacted December 4, 2015 as Public Law No. 114-94, that the applicant give assurance that it will comply with all applicable pre-award requirements as included in the Federal Fiscal Year 2021 Certifications and Assurances for Federal Transit Administration Assistance Programs before submitting applications for financial assistance; and,

WHEREAS, Jefferson Parish will submit applications for financial assistance to support the Jefferson Transit System in FY2021; and,

WHEREAS, the grant or cooperative agreement for Federal Financial Assistance will impose certain obligations upon the Applicant, and may require the Applicant to provide the local share of the project cost;

WHEREAS, the Applicant has or will provide all annual certifications and assurances to the Federal Transit Administration required for the project;

NOW, THEREFORE BE IT RESOLVED by the Jefferson Parish Council of Jefferson Parish, Louisiana, acting as governing authority of said Parish:

SECTION 1. That the Jefferson Parish Council hereby authorizes the Director of the Department of Transit Administration to execute and file applications for Federal Assistance on behalf of the Jefferson Parish Department of Transit Administration with the Federal Transit Administration for Federal Assistance authorized by 49 U.S.C. chapter 53, Title 23, United States Code, and Urbanized Area Formula Program assistance authorized by 49 U.S.C. 5307 or other Federal Statutes authorizing a project administered by the Federal Transit Administration.

SECTION 2. That the Jefferson Parish Council hereby authorizes the Director of the Department of Transit Administration to execute and file with its application the annual certification and assurances and other documents the Federal Transportation Administration requires before awarding a Federal assistance grant or cooperative agreement.

SECTION 3. That the Director of the Jefferson Parish Department of Transit Administration is hereby designated by the Jefferson Parish Council, of Jefferson, Louisiana, acting as governing authority of said Parish to execute grant and cooperative agreements with the Federal Transit Administration on behalf of the Jefferson Parish Department of Transit Administration.

SECTION 4. That the Chairperson, or in his or her absence, the Vice Chairperson, is authorized to sign the Affirmation of Applicant page of the FY2020 Certifications and assurance on behalf of the Parish and any and all other related documents and that the Parish Attorney is authorized to sign the Affirmation of Applicant's Attorney page.


SECTION 5. That the Director of the Department of Transit Administration is authorized to execute and file, within TrAMS, applications for Federal Assistance on behalf of the Jefferson Parish Department of Transit Administration with the Federal Transit Administration for Federal Assistance authorized by 49 U.S.C. chapter 53, Title 23, United States Code, and Urbanized Area Formula Program assistance authorized by 49 U.S.C. 5307 or other Federal Statutes authorizing a project administered by the Federal Transit Administration.

The foregoing resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: 7 NAYS: None ABSENT: None

The resolution was declared to be adopted on this the **3rd day of February, 2021.**

THE FOREGOING IS CERTIFIED
TO BE A TRUE & CORRECT COPY


EULA A. LOPEZ
PARISH CLERK
JEFFERSON PARISH COUNCIL

On motion of **Mr. Walker**, seconded by **Mr. Templet**, the following resolution was offered:

RESOLUTION NO. 139359

A resolution authorizing the Jefferson Parish Council to designate the Director of the Department of Transit Administration to execute and file the Federal FY2022 FTA Certifications and Assurances as required by the Federal Transit Administration (FTA) before submitting FY2022 applications for FTA 5307 Urbanized Area Formula Program funds or for other FTA program funds in support of Parish-wide transit preventive maintenance, operating assistance, capital improvements, and planning activities as administered by Jefferson Parish Transit Administration. (Parishwide)

WHEREAS, the Federal Transportation Administrator has been delegated authority to award Federal financial assistance for transportation projects; and,

WHEREAS, it is required by the U.S. Department of Transportation in accordance with the provisions of the Fixing America's Surface Transportation (FAST) Act, enacted December 4, 2015 as Public Law No. 114-94, that the applicant give assurance that it will comply with all applicable pre-award requirements as included in the Federal Fiscal Year 2022 Certifications and Assurances for Federal Transit Administration Assistance Programs before submitting applications for financial assistance; and,

WHEREAS, Jefferson Parish will submit applications for financial assistance to support the Jefferson Transit System in FY2022; and,

WHEREAS, the grant or cooperative agreement for Federal Financial Assistance will impose certain obligations upon the Applicant, and may require the Applicant to provide the local share of the project cost;

WHEREAS, the Applicant has or will provide all annual certifications and assurances to the Federal Transit Administration required for the project;

NOW, THEREFORE BE IT RESOLVED by the Jefferson Parish Council of Jefferson Parish, Louisiana, acting as governing authority of said Parish:

SECTION 1. That the Jefferson Parish Council hereby authorizes the Director of the Department of Transit Administration to execute and file applications for Federal Assistance on behalf of the Jefferson Parish Department of Transit Administration with the Federal Transit Administration for Federal Assistance authorized by 49 U.S.C. chapter 53, Title 23, United States Code, and Urbanized Area Formula Program assistance authorized by 49 U.S.C. 5307 or other Federal Statutes authorizing a project administered by the Federal Transit Administration.

SECTION 2. That the Jefferson Parish Council hereby authorizes the Director of the Department of Transit Administration to execute and file with its application the annual certification and assurances and other documents the Federal Transportation Administration requires before awarding a Federal assistance grant or cooperative agreement.

SECTION 3. That the Director of the Jefferson Parish Department of Transit Administration is hereby designated by the Jefferson Parish Council, of Jefferson, Louisiana, acting as governing authority of said Parish to execute grant and cooperative agreements with the Federal Transit Administration on behalf of the Jefferson Parish Department of Transit Administration.

SECTION 4. That the Chairperson, or in his or her absence, the Vice Chairperson, is authorized to sign the Affirmation of Applicant page of the FY2022 Certifications and assurance on behalf of the Parish and any and all other related documents and that the Parish Attorney is authorized to sign the Affirmation of Applicant's Attorney page.

SECTION 5. That the Director of the Department of Transit Administration is authorized to execute and file, within TrAMS, applications for Federal Assistance on behalf of the Jefferson Parish Department of Transit Administration with the Federal Transit Administration for Federal Assistance authorized by 49 U.S.C. chapter 53, Title 23, United States Code, and Urbanized Area Formula Program assistance authorized by 49 U.S.C. 5307 or other Federal Statutes authorizing a project administered by the Federal Transit Administration.

The foregoing resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: 7

NAYS: None

ABSENT: None

The resolution was declared to be adopted on this the **23rd day of March, 2022.**

THE FOREGOING IS CERTIFIED
TO BE A TRUE & CORRECT COPY



EULA A. LOPEZ
PARISH CLERK
JEFFERSON PARISH COUNCIL

On motion of **Mr. Templet**, seconded by **Mr. Lee**, the following resolution was offered:

RESOLUTION NO. 141485

A resolution authorizing the Jefferson Parish Council to designate the Director of the Department of Transit Administration to execute and file the Federal FY2023 FTA Certifications and Assurances as required by the Federal Transit Administration (FTA) before submitting FY2023 applications for FTA 5307 Urbanized Area Formula Program funds or for other FTA program funds in support of Parish-wide transit preventive maintenance, operating assistance, capital improvements, and planning activities as administered by Jefferson Parish Transit Administration. (Parishwide)

WHEREAS, the Federal Transportation Administrator has been delegated authority to award Federal financial assistance for transportation projects; and

WHEREAS, it is required by the U.S. Department of Transportation in accordance with the provisions of the Fixing America's Surface Transportation (FAST) Act, enacted December 4, 2015 as Public Law No. 114-94, that the applicant give assurance that it will comply with all applicable pre-award requirements as included in the Federal Fiscal Year 2023 Certifications and Assurances for Federal Transit Administration Assistance Programs before submitting applications for financial assistance; and

WHEREAS, Jefferson Parish will submit applications for financial assistance to support the Jefferson Transit System in FY2023 through the Department of Transit Administration; and

WHEREAS, the grant or cooperative agreement for Federal Financial Assistance will impose certain obligations upon the Parish of Jefferson and may require it provide the local share of the project cost; and

WHEREAS, Jefferson Parish will provide all annual certifications and assurances to the Federal Transit Administration required for the project.

NOW, THEREFORE BE IT RESOLVED by the Jefferson Parish Council of Jefferson Parish, Louisiana, acting as governing authority of said Parish:

SECTION 1. That the Jefferson Parish Council hereby authorizes the Director of the Department of Transit Administration to execute and file applications for Federal Assistance on behalf of the Jefferson Parish Department of Transit Administration with the Federal Transit Administration for Federal Assistance authorized by 49 U.S.C. chapter 53, Title 23, United States Code, and Urbanized Area Formula Program assistance authorized by 49 U.S.C. 5307 or other Federal Statutes authorizing a project administered by the Federal Transit Administration.

SECTION 2. That the Jefferson Parish Council hereby authorizes the Director of the Department of Transit Administration to execute and file with its application the annual certification and assurances and other documents the Federal Transportation Administration requires before awarding a Federal assistance grant or cooperative agreement.

SECTION 3. That the Director of the Jefferson Parish Department of Transit Administration is hereby designated by the Jefferson Parish Council, of Jefferson, Louisiana, acting as governing authority of said Parish to execute grant and cooperative agreements with the Federal Transit Administration on behalf of the Jefferson Parish Department of Transit Administration.

SECTION 4. That the Chairperson, or in his or her absence, the Vice Chairperson, is authorized to sign the Affirmation of Applicant page of the FY2023 Certifications and assurance on behalf of the Parish and any and all other related documents and that the Parish Attorney is authorized to sign the Affirmation of Applicant's Attorney page.

SECTION 5. That the Director of the Department of Transit Administration is authorized to execute and file, within TrAMS, applications for Federal Assistance on behalf of the Jefferson Parish Department of Transit Administration with the Federal Transit Administration for Federal Assistance authorized by 49 U.S.C. chapter 53, Title 23, United States Code, and Urbanized Area Formula Program assistance authorized by 49 U.S.C. 5307 or other Federal Statutes authorizing a project administered by the Federal Transit Administration.

The foregoing resolution having been submitted to a vote, the vote thereon was as follows:


YEAS: 6

NAYS: None

ABSENT: (1) Walker

The resolution was declared to be adopted on this the **1st day of March, 2023.**

THE FOREGOING IS CERTIFIED
TO BE A TRUE & CORRECT COPY


EULA A. LOPEZ
PARISH CLERK
JEFFERSON PARISH COUNCIL