

BALTIMORE METROPOLITAN PLANNING ORGANIZATION

BALTIMORE REGIONAL TRANSPORTATION BOARD

RESOLUTION #16-5

APPROVAL OF THE 2015 LIMITED ENGLISH PROFICIENCY PLAN FOR THE BALTIMORE METROPOLITAN PLANNING ORGANIZATION

WHEREAS, the Baltimore Regional Transportation Board (BRTB) is the designated Metropolitan Planning Organization for the Baltimore region, encompassing the Baltimore Urbanized Area, and includes official representatives of the cities of Annapolis and Baltimore, the counties of Anne Arundel, Baltimore, Carroll, Harford, and Howard, as well as representatives of the Maryland Department of Transportation, the Maryland Department of the Environment, the Maryland Department of Planning, and the Maryland Transit Administration; and

WHEREAS, the Baltimore Regional Transportation Board, as the Metropolitan Planning Organization for the Baltimore region, has a responsibility under the provisions of the Moving Ahead for Progress in the 21st Century (MAP-21) for developing and carrying out a continuing, cooperative, and comprehensive transportation planning process for the metropolitan area; and

WHEREAS, Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color or national origin in programs or activities receiving federal financial assistance, and Presidential Executive Order 13166 requires recipients of federal funds to assess, monitor, and address the needs of Limited English Proficiency (LEP) individuals seeking assistance; and

WHEREAS, the Baltimore Regional Transportation Board, in accordance with “US Department of Transportation Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficiency Persons”, has conducted a four-factor analysis (see attached Fact Sheet) in determining the “reasonable steps” the Board must take to ensure meaningful access to information and services it provides; and

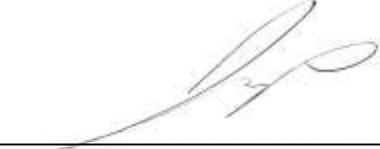
WHEREAS, opportunities for public comment were provided during the 30-day period, including: a public meeting and a public webinar both in the evening as well as at the regularly scheduled Board and Public Advisory Committee meetings that are open to the public. The document, in both English and Spanish, was provided online, flyers posted in 77 libraries throughout the region and in seven area newspapers; and

NOW, THEREFORE, BE IT RESOLVED that the Baltimore Regional Transportation Board, after all comments were duly considered, approves the 2015 Limited English Proficiency Plan for the Baltimore region.

I HEREBY CERTIFY that the Baltimore Regional Transportation Board, as the Metropolitan Planning Organization for the Baltimore region, approved the aforementioned resolution at its July 28, 2015 meeting.

7-28-15

Date



John Powell, Chairman

Baltimore Regional Transportation Board

Limited English Proficiency Plan Fact Sheet

Background: Limited English Proficiency (LEP) is a term used to describe individuals who are not proficient in the English language.

Federal law: Title VI of the Civil Rights Act of 1964 - National Origin Discrimination Against Persons with Limited English Proficiency, and (Presidential) Executive Order 13166.

Determining the Need: As a recipient of federal funding, the Baltimore Regional Transportation Board must take reasonable steps to ensure meaningful access to the information and services it provides. In determining "reasonable steps" there are four factors to be considered:

1. The number and proportion of LEP persons in the eligible service area;
2. The frequency with which LEP persons come in contact with the program;
3. The importance of the service provided by the program; and
4. The resources available to the recipient.

Response to Four-Factor Analysis: Based on the current low levels of residents with LEP in the Baltimore region and their limited interaction with the BRTB, full translation of all BRTB Plans and Programs is not required at this time. However, in order to engage the diverse population in the region, the BRTB is committed to providing appropriate language assistance to the LEP population. Key actions are outlined below.

- An Executive Summary for the following key documents will be made available in Spanish: long-range transportation plan (draft and final), short-range transportation program (final), Public Participation Plan, Limited English Proficiency Plan, Title VI Policy and Complaint Form, and the "About the BRTB" brochure.
- The BRTB will provide limited oral language services to Spanish-speaking LEP individuals.
- A review of the data this plan is based on will be conducted at least every four years.
- As a recipient of federal financial assistance, the BRTB has adopted a Title VI complaint procedure.