



Technical Advisory Committee (TAC) Meeting Notice

Monday, June 27, 2022, at 10:00 am

In-Person Option: 271 W. 3rd St, Room 203, Wichita, KS 67202

Online Link: <https://meet.goto.com/914631621>

Please call us at 316.779.1313 at least 48 hours in advance if you require special accommodations to participate in this meeting.
We make every effort to meet reasonable requests.

Meeting Agenda

[Note: Meeting agenda is subject to change during the meeting.]

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Chad Parasa, TAC Secretary

June 22, 2022

WAMPO fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information, or to obtain a Title VI Discrimination Complaint Form visit www.wampo.org or call (316) 779-1313. Requests for special accommodation and/or language interpretation should be made to Emily Thon at emily.thon@wampo.org or call (316) 779-1313.



Meeting Summary
Technical Advisory Committee (TAC) Meeting Summary
Monday, May 23, 2022 @ 10:00 AM
Hybrid Meeting

Meeting Duration: 63 minutes

Members in Attendance:

Burt Ussery, TAC Chair
Raven Alexander, Wichita Transit
Danielle Gabor, SCAC
Annette Graham, Coordinated Transit
District #9
Les Mangus, Butler/Sumner Counties
Shawn Mellies, Wichita

Matt Messina, KDOT
Laura Rainwater, REAP
Nina Rasmussen, Air Quality
Justin Shore, SCAC
Dan Squires, SCAC
Jim Weber, Sedgwick Co.

ALT.

Tonja Howard, Wichita Transit

Other Attendees:

Greg Allison, MKEC
Ashley Bryers, WAMPO
Brent Clark, Valley Center
Cecelie Cochran, FHWA
Ryan Dowling, KDOT
Tanner Faust, MAPD
Nick Flanders, WAMPO
Dora Gallo, WAMPO

Alan Kailer, Bike Walk Wichita
ThaiBinh Ninh, MAPD
Ronald Nuessen, Benesch
Lynn Packer, Sedgwick Co.
Chad Parasa, WAMPO
Marcela Quintanilla, WAMPO
Tia Raamot, Wichita Transit
David Schwartz, KDOT

Eldon Taskinen, WAMPO
Emily Thon, WAMPO
Cailyn Trevaskiss, WAMPO
Tyler Voth, WSP
James Wagner, Wichita
Natalie Walls, MAPD
Kristen Zimmerman, PEC

1. Burt Ussery called the meeting to order at 10:07

2. Regular Business

A. Approval of May 23, 2022 Agenda

Discussion: Chair Ussery announced that Agenda Item 4C, "Update: Statewide Performance Measures," would be moved to the end of the New Business portion of the meeting.

Action: Moved to approve agenda as presented. Motion passed (12-0).

Motion: Jim Weber

Second: Shawn Mellies

B. Approval of April 25, 2022 Minutes

Discussion: None

Action: Moved to approve minutes. Motion passed (12-0).

Motion: Jim Weber

Second: Shawn Mellies

C. Director's Report

i. Overview

ii. New Staff Introductions

New WAMPO staff members were introduced: Emily Thon – Transportation Planning Intern, Eldon Taskinen – Transportation Planning Intern, Cailyn Trevaskiss – Transportation Planning Intern

iii. New Website Organization

New groupings and appearance, but the URL remains the same. A search bar and translation were added.

3. Public Comment Opportunity:

One public comment was submitted via email prior to the meeting. Jane Byrnes: "I ALWAYS advocate for safe design and maintenance of out-of-vehicle transportation—and also for FUNDING of active (such as bike lanes) and/or alternate transportation (such as railroads). Car-centric engineers and decision-

makers must acknowledge that getting folks safely OUT of cars contributes to safety, health and independence for schoolchildren, seniors, disabled, even tourists! Best wishes for a successful meeting.”

4. New Business

A. Action: REIMAGINED MOVE 2040 Administrative Modification

Ashley Bryers and Nick Flanders presented a proposed administrative modification to *REIMAGINED MOVE 2040*, WAMPO’s long-range Metropolitan Transportation Plan. Administrative modifications do not require a public comment period or a redemonstration of fiscal constraint, but they do need to be approved by the Transportation Policy Body (TPB). In light of that requirement, WAMPO staff decided to first submit the administrative modification for a recommendation from the TAC.

The proposed administrative modification affects one project, “US-54/400 Expansion – East” (a KDOT-sponsored project). The only change to this project is altering its time band from 2025-2040 to 2020-2040, because KDOT plans to start the project earlier than 2025. There is no change to the project’s cost, so the proposed administrative modification does not affect the MTP’s fiscal constraint analysis. There is no change to the number, spatial extent, or nature of the projects in the MTP, so the Environmental Justice analysis is not affected, either.

Discussion: None

Action: Motion to approve the MTP administrative modification, as recommended by WAMPO staff, and send to TPB with recommendation for its approval. Motion passed (12-0).

Motion: Jim Weber

Second: Shawn Mellies

B. Action: FFY2021-FFY2024 Transportation Improvement Program (TIP) Special Amendment 6.5

Ms. Bryers and Mr. Flanders reported that a request for a Special Amendment to the FFY2021-FFY2024 TIP, outside of the regular TIP amendment schedule, was received and the public comment period for that Special Amendment (#6.5) took place during April 23, 2022 through May 22, 2022; no comments were received. The Special Amendment maintains the fiscal constraint of the TIP and it will be consistent with *REIMAGINED MOVE 2040* if the TPB approves the MTP administrative modification referred to in the previous agenda item.

TIP Special Amendment #6.5 includes three projects that require formal action and one project that requires an administrative adjustment:

Formal Action Required

Project Name	Change	Type of Formal Action/Change
Academy Avenue Improvements from Maize Road to Maize City Park (2022) (City of Maize)	Increase (32.9%, \$2,055,972) in the cost estimate, all from local funds.	Significant modification
US-54 (E. Kellogg Ave) in Sedgwick/Butler counties for consultant project oversight and preliminary phases (2022, 2028) (KDOT)	Add Utility Relocation and Right-Of-Way acquisition phases; split out a portion of the Preliminary Engineering phase to a separate project; change title from "US-54 (E. Kellogg Ave) in Sedgwick/Butler Counties" to "US-54 (E. Kellogg Ave) in Sedgwick/Butler counties for consultant project oversight and preliminary phases"; increase (74.5%, \$25,890,000) in the cost estimate, from state and NHPP funds.	Significant modification
US-54 (E. Kellogg Ave) in Sedgwick/Butler Counties (2022, 2023, 2028) (KDOT)	Add new KDOT project to the TIP, \$276,000,000	New project

Administrative Changes (do not require formal action)

Project Name	Change
KDOT 1R Resurfacing Preservation projects in the WAMPO region 2022 (2022, 2023) (KDOT)	Small increase (21.4%, \$1,500,000) in the cost estimate, from state and NHPP funds; updated Administrative Contact from Rene Hart to Kristi Wilson.

Mr. Ussery asked for clarification on whether or not WAMPO-suballocated funds are used on the new project "US-54 (E. Kellogg Ave) in Sedgwick/Butler Counties". Mr. Flanders answered that they are not.

Action: Motion to approve TIP Special Amendment #6.5, as recommended by WAMPO staff, and send to TPB with recommendation for its approval. Motion passed (12-0).

Motion: Shawn Mellies

Second: Jim Weber

D. Update: Bike/Ped Count Locations – Past Years and Potential Additional Locations this Year

Dora Gallo presented and current and proposed locations for the annual WAMPO Bike/Ped count. The proposed new count locations are at 13th St. and Broadway and at 21st St. and Hillside St., both in Wichita.

The call for volunteers for the 2022 count is now open at <https://www.wampo.org/volunteer>. The 2022 count will be held September 21st, 22nd, and 24th.

Les Mangus asked if a count location on the Redbud Trail at Andover Rd. could be added; Ms. Gallo responded that it could. Shawn Mellies asked if the proposed count location at 13th St. and Broadway could be moved to 15th St. or 17th St.; Ms. Gallo responded that it could.

E. Update: TIP/MTP Open House

Ms. Bryers discussed the upcoming joint open house for *REIMAGINED MOVE* 2040 Amendment 2 and the FFY2023-FFY2026 TIP. It will be at the Wichita Public Library Advanced Learning Library, 711 West 2nd St. N, Conference Center C, Wichita, KS 67203, on Wednesday, June 29th, 2022, from 4:00 PM to 6:30 PM. It will be a come-and-go event.

Mr. Ussery asked if the open house would be for the public to attend or just for TAC and TPB members to attend. Ms. Bryers responded that it would be for the public to attend.

C. **Update: Statewide Performance Measures**

David Schwartz discussed KDOT's tracking and setting of targets for Performance Measures (PMs) that are required to be reported to the FHWA (as of the passage of the Fixing America's Surface Transportation (FAST) Act), all to support 7 federal goals for the transportation system. As part of this, KDOT has a new Transportation Safety division. WAMPO must decide whether to set its own PM targets or adopt the ones set by KDOT. The required federal PMs are divided into the categories of safety, system condition, and system reliability.

- Safety PM targets need to be adopted annually and the measures include five-year rolling averages of overall fatalities, fatality rates per VMT, overall serious injury, serious injury rates per VMT, and nonmotorized fatalities and serious injuries; setting safety PM targets is difficult because current-year data are usually not available. For safety PMs, KDOT has set aspirational targets.
- The system-condition PMs include Interstate pavement conditions, non-Interstate National Highway System (NHS) pavement conditions, and NHS bridge conditions; all pavement/bridges is/are rated "good," "fair," or "poor," and, by federal rule, no more than 5% of pavement/bridges may be "poor." Thanks to new maintenance funding in KDOT's IKE program, system-condition PMs in Kansas are expected to improve.
- The system-reliability PMs include the percent of Interstate person-miles that are reliable, the percent of non-Interstate NHS person-miles that are reliable, and the NHS Truck Travel Time Reliability Index. "Reliability" is considered to only be late about one time out of twenty. System reliability is a newer PM category.

An unnamed commenter asked if there are any consequences for not meeting PM targets; Mr. Schwartz responded that flexibility would be lost in how some funds are spent, as they would need to be used specifically for meeting targets. Mr. Ussery asked if the PM data KDOT collects is available at the MPO level and Mr. confirmed that it is. Chad Parasa asked what the formal process is for MPOs to help KDOT with its PM targets. Mr. Parasa also ask how WAMPO can use safety data from other parts of the state to glean lessons for its own area; Mr. Schwartz responded that the new KDOT Bureau of Transportation Safety plans to hire data analysts who will partner with local jurisdictions. Matt Messina asked if the PM data portal that Mr. Schwartz showed during his presentation is publicly available, and Mr. Schwartz responded that it is not yet, but will be in the next month. Mr. Messina also commented that in states where vulnerable-road-users account for 15% or more of traffic fatalities, a new Vulnerable Road User Special Rule will apply, requiring that at least 15% of Highway Safety Improvement Program (HSIP) funds be focused on those vulnerable users, or else the money will need to be returned to the federal government; Jim Weber asked what is a "vulnerable road user" and Mr. Schwartz and Mr. Messina responded that it includes pedestrians and bicycle-riders.

5. Committee Reports/Updates

A. **Safety & Health Committee**

The next Safety & Health Committee meeting is scheduled for Wednesday, August 3, at 9:30 AM. The agenda and meeting link will be distributed.

B. **Active Transportation Committee**

The next Active Transportation Committee meeting is scheduled for Wednesday, June 1, at 9:30 AM. The agenda and meeting link have been distributed.

6. Other Business

Mr. Ussery acknowledged and thanked Danielle Gabor and Justin Shore, who are new members, for being at the meeting so that TAC could have a quorum.

7. Meeting Adjourned at 11:10 A.M.

The next regular meeting will be held on Monday, June 27, 2022 at 10:00 AM.



OPEN HOUSE

WAMPO

WICHITA AREA METROPOLITAN
PLANNING ORGANIZATION

*Come-and-go event
for the public to learn
about, discuss, and
comment on MTP &
TIP plans and projects*

LOCATION

Wichita Public Library
Advanced Learning
Library
Conference Center C
711 W 2nd St,
Wichita, KS 67203

TIME

Wednesday, June 29, 2022
4:00 PM to 6:30 PM

MORE INFORMATION

316.779.1313
www.wampo.org
wampo@wampo.org

MTP



TIP





Agenda Item 3:
Public Comment Opportunity
Burt Ussery, Technical Advisory Committee (TAC) Chair

Background

The Public Comment Opportunity is an open forum for the general public to provide comments about specific items on this month's agenda, as well as any other issues directly pertaining to WAMPO's policies, programs, or documents.

- Comments are limited to two (2) minutes per individual.



Agenda Item 4A: Action

Title VI Program Manual and Limited English Proficiency (LEP) Plan

Ashley Bryers, Transportation Planning Manager

Dora Gallo, Transportation Planner

Marcela Quintanilla, GIS & Transportation Data Analyst

Background:

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance.

The Civil Rights Restoration Act of 1987 broadened the scope of Title VI coverage by expanding the definition of the terms “program or activity” to include all programs or activities of Federal Aid Recipients, sub-recipients, and consultants/contractors, whether such programs and activities are federally assisted or not.

In addition, Executive Order 12898 and Executive Order 13166 further extend Title VI provisions to specifically consider low income, minority, and limited English proficient persons in the planning process.

WAMPO’s Title VI Program Update

WAMPO’s Title VI program includes administrative/oversight activities, regional demographics, board/committee demographic make-up and planning/programming activities per federal requirements. To date no Title VI complaints have been received by WAMPO.

The Federal Transit Administration (FTA) requires WAMPO to document its compliance with Title VI by submitting a Title VI Program once every three years. The last Title VI Program submitted to FTA was in year 2015.

The updated Title VI Program contains both the program and plan updates as well as reporting on the new FTA requirements. The following is a summary of some of the key elements and findings within both documents:

- The update to the Title VI Program included the new requirement of reporting both board and committee demographics, most specifically minority population representation. The distribution of the existing board/committee make-up showed opportunities for diversification among representatives.
- Another new requirement included an analysis of the WAMPO region minority populations overlaid with the existing distribution of State and Federal transportation funds. The purpose of this analysis was to determine if there were any disparate impacts associated with the funding distribution to minority populations in the WAMPO area. The findings of this analysis showed that there were no disparate impacts.



Agenda Item 4A: Action
Title VI Program Manual and Limited English Proficiency (LEP) Plan
Ashley Bryers, Transportation Planning Manager
Dora Gallo, Transportation Planner
Marcela Quintanilla, GIS & Transportation Data Analyst

WAMPO's LEP Plan Update

WAMPO's LEP plan includes the four-factor analysis recommended by the USDOT that includes the number and proportion of LEP persons served, the frequency of contact with LEP persons, the importance of programs and services to LEP persons, and the resources available and overall costs of providing language services. The LEP plan also includes LEP implementation plans, and complaint procedures regarding LEP activities. To date no LEP complaints have been filled by WAMPO.

The Limited English Proficiency Plan (LEP) analyzes the prevalence of individuals with limited English proficiency in the WAMPO area. The LEP plan is being updated based on new census data, which showed both Vietnamese and Spanish speaking individuals as the two primary LEP populations in the WAMPO area.

The plan also includes steps WAMPO staff can take to provide meaningful access to the transportation planning process. Steps include how to handle face-to-face interactions, over-the-phone requests, and document translation requests. WAMPO hopes that including these steps will encourage the participation of LEP individuals.

Action:

- Recommend the TPB approve the Title VI Program and Limited English Proficiency (LEP) Plan, as proposed.
- Recommend the TPB not approve the approve the Title VI Program and Limited English Proficiency (LEP) Plan.
- Recommend the TPB approve the approve the Title VI Program and Limited English Proficiency (LEP) Plan with specific changes.

Recommendation:

- Recommend approval of the Title VI Program and Limited English Proficiency (LEP) Plan, as proposed, to the Transportation Policy Body

Next Steps:

- The TAC recommendation will be presented at the Transportation Policy Body meeting on July 12, 2022.

Attachment:

- 2022 Title VI Program Manual
- 2022 Limited English Proficiency (LEP) Plan



Title VI Program Manual



Electronic copies of this document are available online at www.wampo.org.

Hard copy versions will be provided upon request. For more information, please contact:

Wichita Area Metropolitan Planning Organization

271 W 3rd St., Suite 208, Wichita, KS 67202-1212

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The preparation of this report has been financed in part through funds from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104(f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

The Wichita Area Metropolitan Planning Organization (WAMPO) hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, Executive Order 13166 on Limited English Proficiency, and related statutes and regulations in all programs and activities.

Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which WAMPO receives federal financial assistance. Requests for special accommodation and/or language assistance should be made to wampo@wichita.gov or by calling 316.779.1313.

Any persons who believe they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with WAMPO. Any such complaint must be in writing and filed with WAMPO's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discrimination Complaint Form, please visit www.wampo.org or call 316.779.1313.

WAMPO Transportation Policy Board (TPB) Approval History:

October 9, 2012

May 12, 2015

[insert date, 2022]

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Title VI Policy Statement

The Wichita Area Metropolitan Planning Organization (WAMPO) assures that no person shall, on the grounds of race, color, or national origin, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (PL 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. Further every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

x _____

David Dennis, Transportation Policy Body Chair

WAMPO Transportation Policy Body Title VI Approval

Adoption of the 2022 Wichita area Metropolitan Planning Organization Title VI Plan Approved on [add date here] by the WAMPO Transportation Policy Board.

The Wichita Area Metropolitan Planning Organization (WAMPO) is committed to compliance with Title VI of the Civil Rights Act of 1964, 49 CFR, part 2, and all related regulations and directives. The WAMPO assures that no person shall on the grounds of race, color, national origin, gender, age, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity under any WAMPO program, activity or service.

Prohibited discrimination may be intentional or unintentional. Seemingly neutral acts that have disparate impacts on individuals of a protected group and lack a substantial legitimate justification are a form of prohibited discrimination. Harassment and retaliation are also prohibited forms of discrimination.

Examples of prohibited types of discrimination based on race, color, national origin, sex, disability, or age include: Denial to an individual any service, financial aid, or other benefit; Distinctions in the quantity, quality, or manner in which a benefit is provided; Segregation or separate treatment; Restriction in the enjoyment of any advantages, privileges, or other benefits provided; Discrimination in any activities related to highway and infrastructure or facility built or repaired; and Discrimination in employment.

The attached plan here is updated in accordance to the FTA Circular 4702.1B Title VI Program Requirements requiring the plan to be updated every three years. The WAMPO Title VI Plan applies to all WAMPO programs, activities, and services, regardless of funding source. Some sections deal with specific requirements (e.g., FTA funded programs).

x _____

David Dennis, Transportation Policy Body Chair

Introduction

The Wichita Area Metropolitan Planning Organization (WAMPO) is the regional planning organization for the 22 cities and all or portions of three counties in the greater Wichita, Kansas metropolitan area. WAMPO, along with planning partners at the local, state, and national level, provide a forum for discussion on how best to improve the regional transportation system and how federal transportation funds are allocated to pay for regional improvements to the regional multimodal transportation system.

The Wichita Area Metropolitan Planning Organization (WAMPO) hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, Executive Order 13166 on Limited English Proficiency, and related statutes and regulations in all programs and activities.

Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which WAMPO receives federal financial assistance. In addition to this, the restoration Act of 1987 expanded this requirement to include all programs and activities offered by any agency receiving federal funding.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with WAMPO. Any such complaint must be in writing and filed with WAMPO's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence.

On request, this publication will be made available in alternative formats. To obtain a copy of this publication in alternative formats, for more information, or to obtain a Title VI Discrimination Complaint Form, please visit contact the WAMPO Title VI Coordinator at:

271 W. 3rd Street, Suite 208
Wichita, KS 67202-1212
Phone: 316-779-1313
E-Mail: wampo@wampo.org



Documents (including translations) are also available for download at www.wampo.org. Si necesita información en otro idioma, contacte 316-779-1315.

Wichita Area Metropolitan Planning Organization

The Wichita Area Metropolitan Planning Organization (WAMPO) is the Metropolitan Planning Organizations (MPO) for the Wichita metropolitan region. As the MPO, WAMPO works to recognize the critical links between transportation and other societal goals such as economic health, air quality, social equity, environmental resource consumption, and overall quality of life. Our staff can be found on our page <https://www.wampo.org/meet-the-team>. For demographic information refer to [Appendix D](#).

The local 24-member Transportation Policy Body (TPB) guides and coordinates the transportation investment of the WAMPO area. In addition to the TPB, elected officials, transportation professionals, advocates, and citizens have the opportunity to share their expertise with the TPB by serving on the advisory committees.

Program and Purpose

The purpose of this Title VI Program is to ensure that no person, 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 under the control of WAMPO.

It is the commitment of this organization to ensure that individuals within the metropolitan planning area are aware of Title VI provisions and the responsibilities associated with Title VI of the Civil Rights Act of 1964.

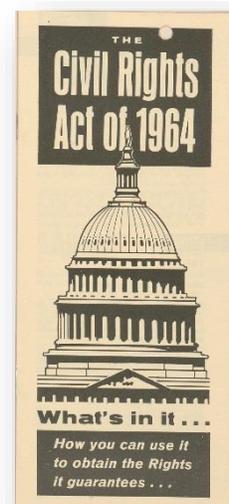
WAMPO's Title VI Coordinator acts as the region's primary point of contact for Title VI compliance and programs. The Title VI Coordinator plays a participatory lead role in the development and implementation of Title VI Compliance Programs region wide.

Responsibilities and Compliance

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. Title VI states 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.”

Title VI of the Civil Rights Restoration Act of 1987 broaden the scope of Title VI coverage by diversifying the definitions of “program and activity” to include all programs or activities of sub-recipients, federal aid recipients, contractors and consultants, whether such programs and activities are federally assisted (Public Law 100259 [S. 557]).

In 1994, President Clinton issued Executive Order 12898, which states that each federal agency “shall make achieving environmental justice part of its mission by identifying and addressing disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations.”



To that end, the FTA issued Circular 4702.1B in 2012, which replaced Circular 4702.1A issued in 2007. This document outlines Title VI and Environmental Justice (Circular 4703.1) compliance procedures for recipients of FTA-administered transit program funds.

As a sub-recipient, WAMPO must submit the program plan to Kansas Department of Transportation (KDOT). WAMPO assists KDOT in maintaining compliance. For all recipients (including sub-recipients), the Title VI Program must be approved by the recipient's board of directors or appropriate governing entity or official(s) responsible for policy decisions prior."



DRAFT

Notice

Title 49 CFR Section 21.9(d) requires recipients to provide information to the public regarding the recipient’s obligations under the Department of Transportation’s (DOT) Title VI regulations and apprise members of the public of the protections against discrimination afforded to them by Title VI.

At a minimum, recipients must disseminate this information to the public by posting a Title VI notice on the agency’s website and in any public areas or offices, including the reception desk, meeting rooms, etc. For more information on the Title VI notice refer to [Appendix A](#). The below table references WAMPOs Title VI information by location and access type:

Table 1: WAMPO’s Title VI location information and access

Location	Type	Information
Facebook (General Information)	Electronic	Public Notice
Public Meeting	Print/Electronic	Public Notice/Statement of Non-Discrimination
Material (Agenda/Packet)	Print/Electronic	Public Notice/Statement of Non-Discrimination
Public Meeting Rooms	Print	Public Notice
Reception Areas	Print	Public Notice and Citizens’ Guide
Process/Planning Documents	Electronic/Print Materials	Public Notice/Statement of Non-Discrimination
Quarterly Newsletter	Electronic/Print Materials	Public Notice/Statement of Non-Discrimination
Title VI Coordinator	In Person, Phone, Mail, E-Mail by request	Public Notice/Statement of Non-Discrimination, Citizens’ Guide, Policy/Program, Complaint Forms, Translated Documents
Website Title VI page	Electronic	Public Notice/Statement of Non-Discrimination, Citizens’ Guide, Policy/Program, Complaint Forms, Translated Documents
Mass Email Template (including requests for public comment)	Electronic	Public Notice/Statement of Non-Discrimination

A copy of WAMPO’s Title VI notice to the public can be found in [Appendix A](#) along with copies of the print material resources (used in public areas and online) and standard language

incorporated into publications distributed to the public. Both English and Spanish versions of the WAMPO Title VI notices and resources can be accessed online or by request.

Complaint Procedures

To comply with the reporting requirements established in 49 CFR Section 21.9(b), WAMPO developed procedures for investigating and tracking Title VI complaints. These procedures and a Title VI complaint form are available at <https://www.wampo.org/public-participation>. A copy of the WAMPO complaint form and associated procedures may be found in [Appendix B](#) and [Appendix C](#).

Investigations, Complaints, and Lawsuits

To comply with the reporting requirements of 49 CFR Section 21.9(b), WAMPO maintains a list of any of the following that allege discrimination on the basis of race, color, or national origin:

- Active investigations conducted by entities
- Lawsuits
- Complaints naming the recipient

To date there have been no complaints/lawsuits brought forward on the basis of race, color or national origin.

Limited English Proficiency: Four Factor Analysis

WAMPO's Limited English Proficiency plan is being updated and the information provided comes from the document. The USDOT recommends four factors that should be analyzed to determine the level and extent of language assistance required to sufficiently ensure meaningful access to programs, activities, and services within the MPO's area of responsibility. These factors include:

1. the number and proportion of LEP persons served
2. the frequency of contact with LEP persons
3. the importance of programs and services to LEP persons; and
4. the resources available and overall costs of providing language services.

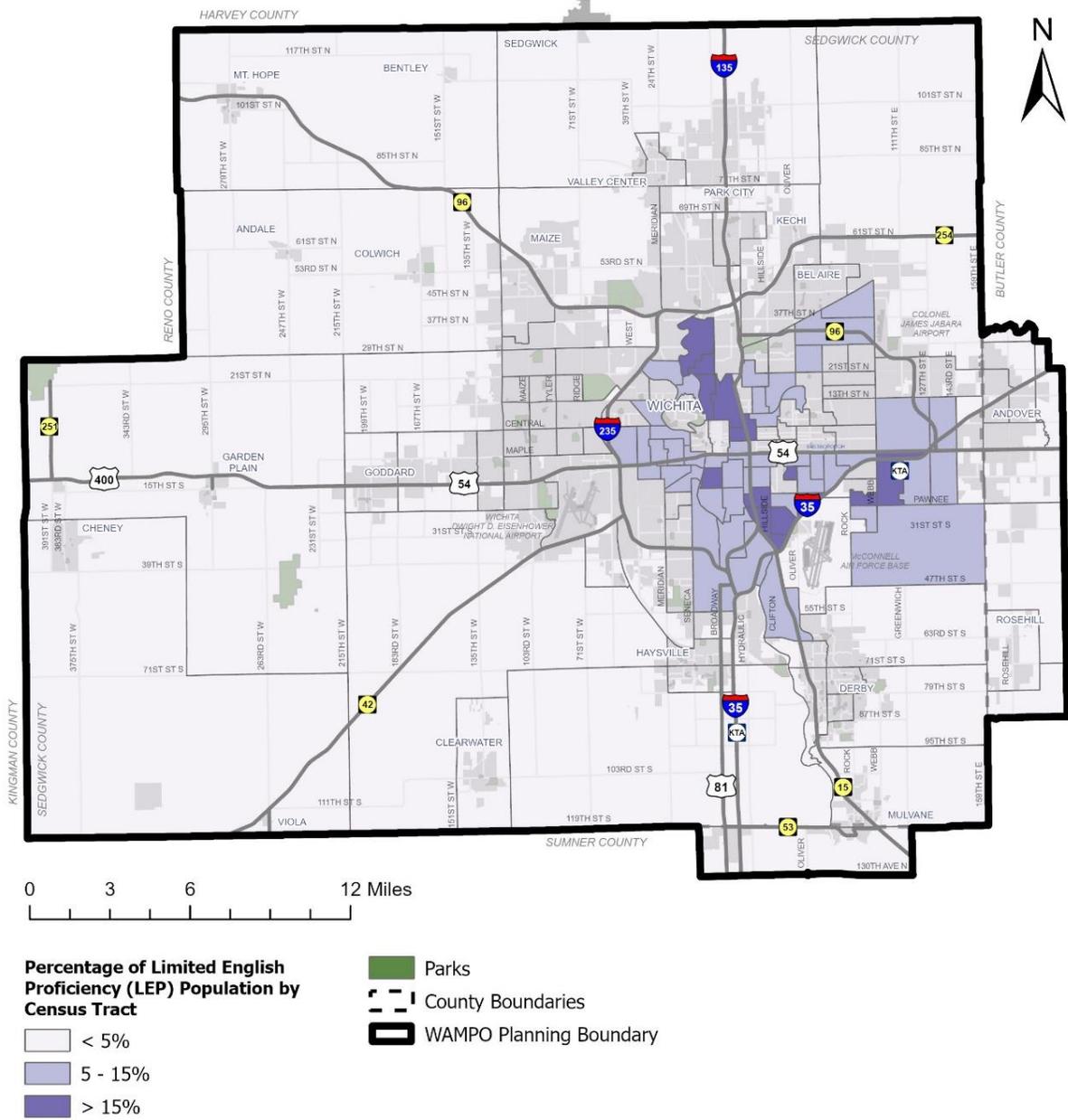
After conducting the four-factor analysis, the MPO is considered to be in a better position to implement a cost-effective mix of proactive language assistance measures, target resources appropriately, and to respond to request for LEP assistance.

The four factors were analyzed for the WAMPO region and used to help identify what specific steps WAMPO could take to ensure meaningful access to its programs.

Factor One: Number or Proportion of LEP persons Served/Encountered

The LEP Population in the WAMPO Region makes up about 5% of the total population. The map below, *Map 1*, displays percentages of LEP population by Census Tract.

Map 1: LEP Population



Source: ACS 2016-2020 5-Year Estimate (C16001)
 Produced by: WAMPO
 Date Exported: 5/24/2022
 Folder: T:\Plans & Projects\Title VI and LEP\LEP Plan Updates\2022 LEP Plan\Data\LEP 2016-2020\
 The information shown on this map is compiled from various sources made available to us which we believe to be reliable.

The most up-to-date data from the U.S. Census Bureau, 2020 (American Community Survey 5-year estimates) data was analyzed to determine the number of LEP persons that live in the WAMPO region in an effort to represent these populations in an accurate manner. Identifying the LEP population will assist our organization in determining the likelihood of a encountering a

person with limited capabilities to speak or read English during the metropolitan transportation planning process. There has not been a significant change in terms of total numbers, proportion, or geographic location of LEP population.

Data associated with the language spoken at home by ability to speak English was reviewed for the entire region to determine the proportion of the population ages 5 and older that are considered to have LEP. The census categories ask how well an individual speaks English, with the possible answers of: “Very Well”, “Well”, “Not well” and “Not at all.” The additional category of “less than very well” captures all individuals except those who speak English “very well.” For the purposes of this analysis the “less than very well” category will be used to define the LEP populations in the WAMPO region.

Factor Two: Frequency of LEP Contact

The frequency with which LEP individuals come into contact during the WAMPO transportation planning process is low and reflects the relatively small percentage of LEP individuals in the region. The proportion of people with limited ability to speak English in the WAMPO region represents only 5.3% of the region’s population (Table 2).

WAMPO uses the Interagency Working Group on Limited English Proficiency (LEP) Language Identification Flashcards or “I SPEAK” cards at all WAMPO hosted meetings, public hearings, and open houses. Our organization relies on the info supplied to indicate the frequency with which LEP individuals contact WAMPO. To date, these cards have not been completed at any WAMPO sponsored event. As a result, we have interpreted this as another indicator of the low frequency with which LEP individuals reach out to WAMPO. Not formal complaints about LEP procedures have been submitted to WAMPO to date. Despite this, our organization is committed to exploring additional methods to be proactive and responsive to the accessibility needs of the local LEP population.

Table 2: WAMPO region Limited English Proficiency (LEP) Profile

Language Category	Population ages 5 and older	Percent of Total
English Only	424,097	85.2%
*LEP	26,474	5.3%
All Languages	496,680	100.00%

U.S. Census Bureau, C16001,2020 (American Community Survey 5-year estimates)

Factor Three: Nature/Importance of Program Provisions

WAMPO does not provide any direct services that require vital, immediate, or emergency assistance, such as medical treatment or services for basic needs (like food or shelter). Rather, WAMPO sets up a process by which individuals have the opportunity to be involved in the transportation planning process. This involvement by any citizen is voluntary and does not require applications, interviews, or other activities prior to participation in WAMPO’s public and stakeholder activities. WAMPO encourages input from all stakeholders and efforts are taken to make the planning process as inclusive as possible. As part of the efforts to make WAMPO more

accessible for LEP populations, a translation feature has been added to wampo.org that translates our website into Spanish and Vietnamese.

The transportation planning process is designed to identify regional needs and plan for future multimodal transportation projects to address those needs. Transportation improvements resulting from these planning activities have an impact on all residents. The impact of proposed transportation investments on underserved population groups is evaluated in the Metropolitan Transportation Plan (the long-range plan); and the Transportation Improvement Program (the short-range plan), as indicated in the Title VI. Once projects are selected for federal funding, the projects final planning, design, and construction fall under the responsibility of local jurisdictions or state transportation agencies.

Factor Four: Resources & Overall Cost

WAMPO gathered the information from several translation services within the region to obtain an estimate on the cost of translating core documents. It is anticipated that the costs would be higher than indicated below due to the technicality of the majority of these core documents. The estimated cost for full translation of the core documents (Spanish and Vietnamese) is approximately \$38,527.92. Table 3 below highlights the estimated costs associated with translating the core documents into both Spanish and Vietnamese.

Table 3: Estimated Document Translation Cost

Core Documents			TIP	MTP	Public Participation Plan	UPWP	Total
Approximate # of words			34,047	96,600	6,016	6,033	142,696
Cost per word	All Languages	0.10	\$3,404.70	\$9,660.00	\$601.60	\$603.30	\$14,269.60
	Vietnamese	0.17	\$5,787.99	\$16,422	\$1,022.72	\$1,025.61	\$24,258.32

Source: Sedgwick County Board of Bids and Contracts (May 2021)/HolaDoctor

Given the size of the LEP population in the WAMPO area and the potential financial constraints, full multi-language translations of large transportation plan documents is not considered warranted, or an effective way of communication at this time. However, as shown in the LEP Implementation Plan below, WAMPO is committed to engaging all residents in the transportation planning process. Translation of summaries of planning documents will depend on the availability of resources and the vitality of the documents.

Minority Representation on Non-Elected Decision-Making Bodies

Title 49 CFR Section 21.5(b)(1)(vii) states that a recipient may not, on the grounds of race, color, or national origin, “deny a person the opportunity to participate as a member of a planning, or similar body which is an integral part of the program.” Not all committee members are elected directly to serve on the committee. Some people are on the committee due to their position. WAMPO’s transit-related, non-elected bodies include:

Transportation Policy Body (TPB):

As the primary decision-making body, the TPB is made up of local elected officials and State and Federal representatives. The TPB develops and implements WAMPO's transportation plans and makes the final approval of these documents and any amendments to them. The TPB meetings act as the regional forum for transportation planning for establishing the vision for the future transportation system.

The TPB consists of voting representatives from the WAMPO member jurisdictions who are participating in the financial support of the MPO. The membership distribution is as follows:

- Four (4) City of Wichita elected officials or their designated alternate(s), as appointed by the Wichita City Council
- Four (4) Sedgwick County elected officials or their designated alternate(s), as appointed by the Sedgwick County Board of County Commissioners
- Two (2) Kansas Department of Transportation (KDOT) representatives appointed by the Secretary of Transportation
- One (1) Sedgwick County Association of Cities (SCAC) elected official or designated Alternate representing jurisdictions in “Good Standing” under 2,000 populations; and
- One (1) elected official or designated alternate each for all other jurisdictions in “Good Standing” over 2,000 populations.



Transportation Advisory Committee (TAC):

Appointed by the TPB, members of this committee serve as an advisory board and technical support to the TPB. TAC members actively review technical information about transportation studies/issues, as well as provides the TPB with professional recommendations on documents, plans, and activities. Other TAC activities include, but are not limited to:

- Providing technical support to other agencies, on transportation related studies and issues.
- Providing technical support in the preparation of the Metropolitan Transportation Plan (MTP) and recommend its adoption to the WAMPO TPB.
- Reviewing the Transportation Improvement Program (TIP) including reviewing projects and recommending adoption to the WAMPO TPB.
- Assisting the WAMPO TPB and staff in preparation and recommendations for adoption of the Unified Planning Work Program (UPWP).
- Coordinating in the development of regional transportation planning activities.
- Reviewing and providing technical critique on the products and processes associated with the regional transportation planning.



Other Committees:

The TPB may designate other committees or subcommittees as necessary to investigate and report on specific subject areas of interest. Such committee members may, or may not, be members of the TPB.

Additional active committees since the last update include:

- Executive Committee (EC)
- Active Transportation Committee
- Safety and health Committee
- TIP Project Selection Committee

The following table depicts the racial breakdown of the membership of the above listed standing committees and the WAMPO region:

Table 4: Racial Breakdown of the Membership across Boards and Committees

Body	White/ Caucasian	Hispanic	Black/ African American	American Indian/ Alaska native	Asian	Native Hawaiian /Pacific Islander	Some Other Race	Two or more races	Do not wish to answer
WAMPO Region	75%	10.7%	7.1%	3.5%	3.5%	0.0%	0%	6.1%	7.1%
Executive Committee (EC)	75%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	25%
Transportati on Advisory Committee (TAC)	62.5%	0.0%	12.5%	0.0%	0.0%	0.0%	0.0%	25%	0.0%
Transportati on Policy Board (TPB)	71.4%	14.3%	10.0%	0.0%	0.0%	0.0%	0.0%	0.0%	14.3%
Active Transportati on Committee	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0
Safety and Health Committee	66.7%	0.0%	16.6%	0.0%	0.0%	0.0%	0.0%	16.6%	0.0
TIP Project Selection Committee	100%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
WAMPO Staff	55.5%	22.2%	11.1%	0.0%	0.0%	0.0%	0.0%	0.0%	11.1%

*WAMPO Survey 2022, only used responses that were received to calculate percentages

The policy body and committee breakdown illustrated in the above table shows a similar breakdown of “White/Caucasian” member representation, opportunities for improvement exist with regard to encouraging diversification of race within both groups. WAMPO staff will continue to provide information and ongoing support to these groups to explore opportunities for diversity and involvement of a more comprehensive and representative membership. Specific strategies to do this include an update to the current WAMPO Public Participation Plan that incorporates outreach and education to under-represented minority and traditionally underserved populations.

WAMPO Public Participation Plan

On January 10, 2017, the Transportation Policy Body approved the update of the WAMPO Public Participation Plan (PPP). The Plan illustrates our commitment to meaningful stakeholder engagement and recognized the PPP as a tool for engaging members of the community, state partners, and federal partners in support of the region's economic and transportation goals. The PPP will be updated in 2022. Please visit www.wampo.org/public-participation for more information.

The Language Identification cards that the Census Bureau provides can be found at www.lep.gov/sites/lep/files/media/document/2022-06/i-speak-booklet.pdf. These Language Identification cards help us know what language an individual speaks so then we can provide the appropriate information and assistance.

Public Outreach

The public participation, consultation, and notification requirements of MPOs are described in the Code of Federal Regulations Title 23, Section 450.316. CFR 450.316 (1) (vii): Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services.

Public participation is defined as the process by which interested and affected individuals or entities are consulted and included in decision-making process. The public participation process includes:

- Information dissemination (timely and relevant)
- Consultation (honest and open exchanges)
- “Stakeholder” participation (collaborative engagement)

The public plays an important role in the regional transportation planning process by providing project sponsors, elected officials, and WAMPO with input on projects in the WAMPO region. There are a variety of opportunities for the public to provide input on the MTP and TIP projects, including: public meetings, open house events, public comment/review periods and public hearings.

The WAMPO Public Participation Plan (PPP) includes a detailed discussion of the public participation process, including the methods employed to involve traditionally under-served populations including minority/low-income populations and populations with limited English proficiency. This process ensures that members of these communities are provided with opportunities to participate in the transportation planning process, including the development of the MTP and TIP.

Title VI Principles and Regional Planning

The WAMPO region's ongoing and increasing development and travel demand requires a continuous program of managing and improving the area's surface transportation system. Incorporating the mobility needs of residents, including minority populations is an essential part of the WAMPO area planning process.

WAMPO uses two main mechanisms for identifying and considering the mobility needs of minority and low-income populations within the planning process. These mechanisms are the public outreach strategies outlined in the PPP as well as quantitative GIS analysis. These two processes are used to incorporate Title VI responsibilities into both the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP) planning processes.

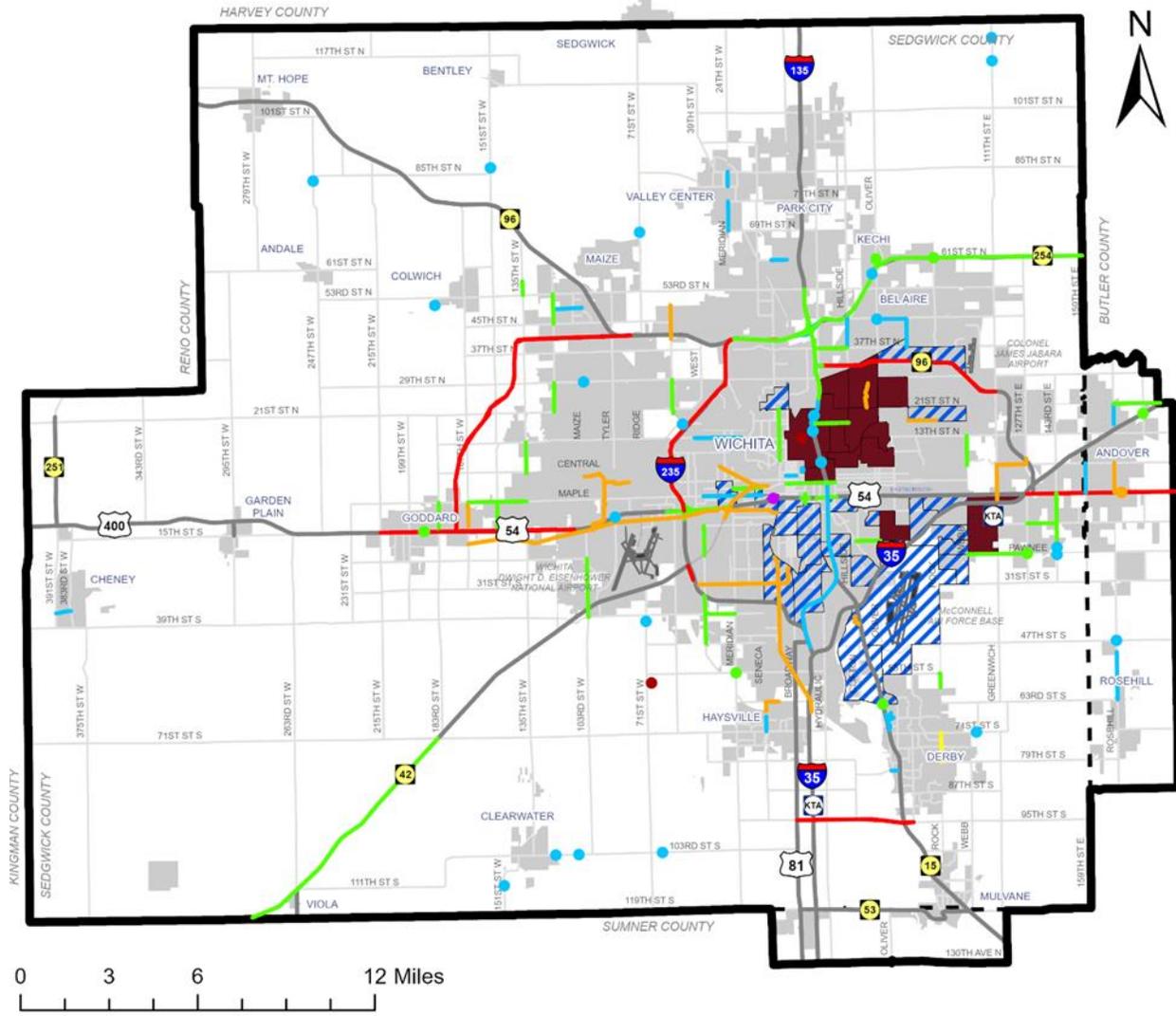
GIS Analysis

The Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) are two WAMPO region deliverables resulting from the regional planning process. The MTP outlines the long-range transportation goals of the region and priority projects for the regional transportation system. Developed in cooperation with Federal, State, and local stakeholders, the TIP is a short-term plan listing all of regional transportation projects over a period four years with consistent links to the MTP.

The MTP addresses both Title VI and Environmental Justice (EJ) by providing a location analysis of low-income and minority populations in relation to the planned multimodal investments in the metropolitan transportation system. This analysis includes a discussion of whether disproportionate impacts were identified, the extent and magnitude of those impacts, and how the impacts will be avoided or mitigated, if practical.

An example of the MTP location analysis for the MTP Amendment 2 is shown in the maps (*Map 2 and Map 3*) below which highlights the WAMPO region areas with high concentrations of people who identify with a minority group overlaid with the geographic locations of projects.

Map 2: MTP Amendment 2-Minority Population and Project Areas



Percent Minority Population by Census Tract

33.4 - 50 % [Regional Average Threshold]

>50% [EJ Threshold]

Amendment 2 REIMAGINED MOVE 2040 Projects

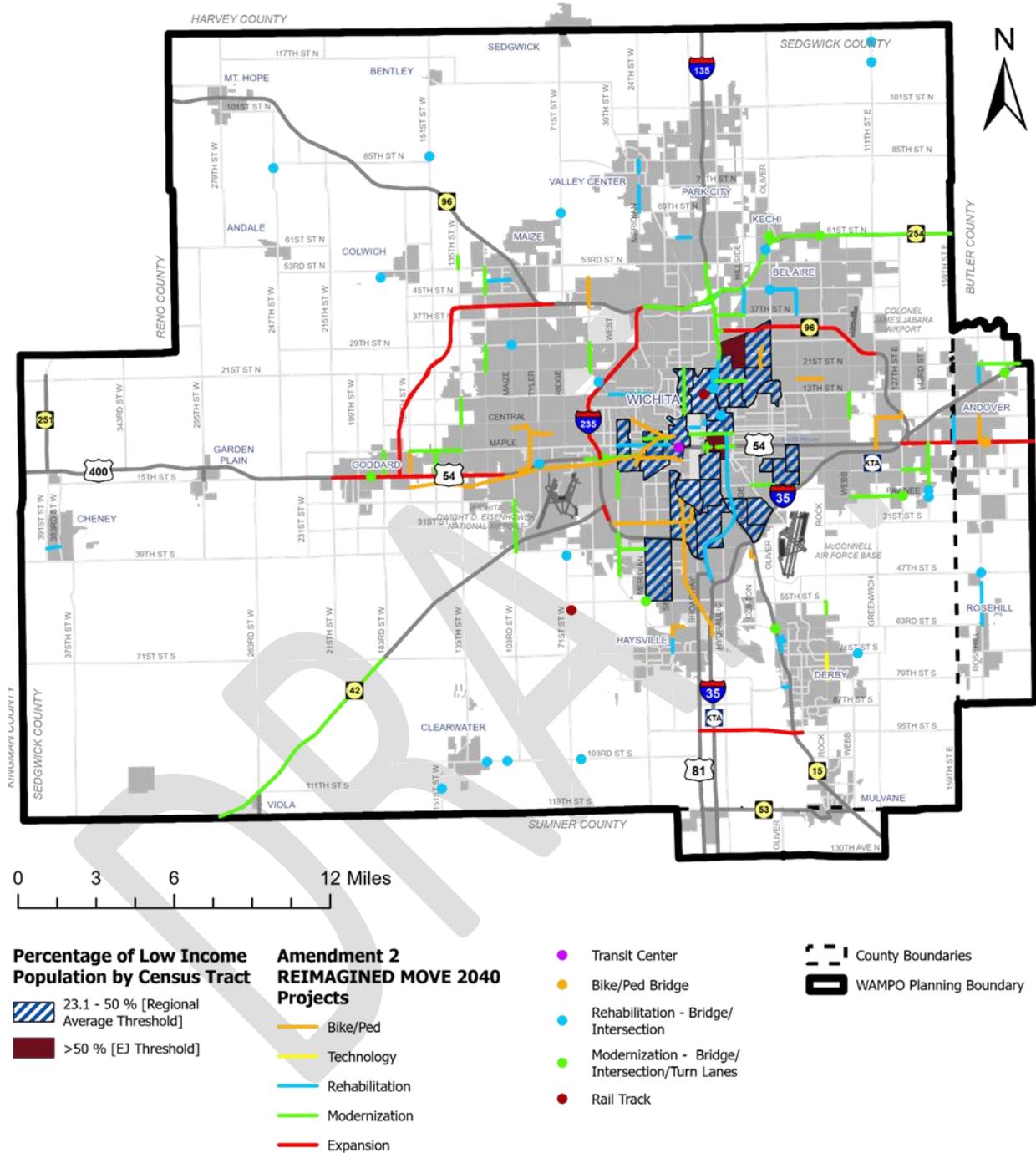
- Bike/Ped
- Technology
- Rehabilitation
- Modernization
- Expansion

- Transit Center
- Bike/Ped
- Rehabilitation - Bridge/Intersection
- Modernization - Bridge/Intersection/Turn Lanes
- Rail Track

- County Boundaries
- WAMPO Planning Boundary

Source: ACS 2016-2020 5-Year Estimate (B02001)
 Produced by: WAMPO
 Date Exported: 5/11/2022
 Folder: T:\Reimagined Move2040\Amendment_in_2022\EJ\
 The information shown on this map is compiled from various sources made available to us which we believe to be reliable.

Map 3: MTP Amendment 2-Low Income Populations and Project Areas



Source: ACS 2016-2020 5-Year Estimate (S1701)
 Produced by: WAMPO
 Date Exported: 5/11/2022
 Folder: T:\Reimagined Move2040\Amendment_in_2022\EJ\
 The information shown on this map is compiled from various sources made available to us which we believe to be reliable.

Appendices

Appendix A: Title VI Notices

The paragraph below can be found in all MPO documents and other significant MPO publications that are distributed to the public, for instance future versions and updates of the MTP.

The Wichita Area Metropolitan Planning Organization (WAMPO) hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, Executive Order 13166 on Limited English Proficiency, and related statutes and regulations in all programs and activities.

Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which WAMPO receives federal financial assistance.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with WAMPO. Any such complaint must be in writing and filed with WAMPO's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence.

For more information, or to obtain a Title VI Discriminatory Complaint Form, please see our website at:

https://www.wampo.org/files/ugd/bbf89d_e1b7fa874bc84b58a6cdd248176f1a87.pdf

Appendix B: Title VI Complaint Form

Title VI Discrimination Complaint Form

This form may be used to file a complaint with the Wichita Area Metropolitan Planning Organization (WAMPO) pursuant to discrimination laws, rules and regulations, including, but not limited to, Title VI of the Civil Rights Act of 1964, Executive Order 12898, "Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations," or Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency.

If you need assistance completing this form or need it to be provided in an alternate language or alternate format due to a disability, please contact us by phone at (316) 779-1313 or by fax (316) 779-1311, or email wampo@wampo.org and ask for the Title VI Coordinator.

Complaints of discrimination must be filed within 180 days of the alleged discrimination.

This form MUST be completed by the complainant or the complainant's designated representative. Feel free to add additional pages if necessary.

Complainant's Personal Information:

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

Name of person completing this form, if different from above:

Your relationship to the complainant indicated above:

Alleged Discrimination – Details of Complaint:

I. Identify the agency, department or program that discriminated:

Agency and/or department name: _____

Name of any individual, if known: _____

City: _____

State: _____

Zip: _____

Phone Number: _____

Email: _____

Date(s) of alleged act: _____

Date alleged discrimination began: _____

Last or most recent date of alleged discrimination: _____

II. What is the basis for this complaint?

If your complaint is in regard to discrimination in the delivery of services or discrimination that involved the treatment of you or others by the agency or department indicated above, please indicate below the basis on which you believe these discriminatory actions were taken.

Example: If you believe that you were discriminated against because you are African American, you would mark the box labeled "Race/Color" and write "African American" in the space provided.

Check all that apply:

- Race _____
- Color _____
- National Origin _____

III. Explain what happened:

Please explain as clearly as possible what happened. Provide the name(s) of witnesses, fellow employees, supervisors, and others involved in the alleged discrimination. Please include all information that you feel is relevant to the investigation. (Attach additional sheets if necessary and provide a copy of any written materials pertaining to your complaint.)

IV. How can this/these issue(s) be resolved to your satisfaction?

V. What is the most convenient time and place for us to contact you about this complaint?

VI. If we will not be able to reach you directly, please give us the name and phone number of a person who can reach you and/or provide information about your complaint:

Name: _____

Phone Number: _____

VII. If you have an attorney representing you concerning the matter raised in this complaint, please provide the following:

Name of Attorney: _____

Address: _____

Telephone number: _____

Date

Signature

Note: The laws enforced by this agency prohibit retaliation or intimidation against anyone because the individual has either taken action or participated in action to secure rights protected by these laws. If you experience retaliation or intimidation separate from the discrimination alleged in this complaint or if you have questions regarding the completion of this form, please contact:

Wichita Area Metropolitan Area Planning Organization (WAMPO)
Title VI Coordinator
271 W. 3rd St., – Suite 308
Wichita, Kansas 67202
(316) 779-1313 (phone)
(316) 7979-1311 (fax)

Título VI Solicitud de Queja de Discriminación

Esta solicitud de queja puede ser utilizada para presentar una queja con el Wichita Area Metropolitan Planning Organization (WAMPO) conforme a las leyes, reglas y regulaciones de discriminación incluyendo, pero no limitado, al Título VI del Acto de Derechos Civiles de 1964, Orden Ejecutiva 12898, "Acciones Federales para Abordar a Justicia Ambiental en Poblaciones de Minorías y Poblaciones de Ingresos Bajos", o Orden Ejecutiva 13166 "Mejor Acceso a Servicios para Personas con Conocimientos Limitados en el Idioma Inglés".

Si usted necesita ayuda para completar esta solicitud o la requiere en un idioma alternativo o en un formato alternativo debido a una discapacidad, por favor contáctenos por teléfono a (316)779-1313 o por fax a (316)7791311 y hable con el Coordinador de Titulo VI.

Quejas de discriminación deben ser presentadas en 180 días a partir de la fecha en que ocurrió la discriminación presunta. Esta solicitud debe ser completada por la demandante o un representante designado por la demandante. Añada páginas adicionales si es necesario.

Información Personal de la Demandante:

Nombre: _____

Dirección: _____

Ciudad: _____ Estado: _____ Código Postal: _____

Teléfono: _____

Nombre de la persona completando esta forma, si es diferente de la anterior:

Su relación a la demandante indicada anteriormente:

Presunta Discriminación – Detalles de la Queja:

I. Identifique la agencia, el departamento o el programa que hizo la discriminación:

Nombre de agencia y/o departamento: _____

Nombre del individuo, si lo sabe: _____

Ciudad: _____

Estado: _____

Código Postal: _____

Teléfono: _____

Correo electrónico: _____

Fecha del presunto incidente(s): _____

Fecha cuando empezó la presunta discriminación: _____

Fecha última o más recién de la presunta discriminación: _____

II. ¿Cual es la base para esta queja?

Si su queja es en respeto a discriminación en la entrega de servicios o discriminación en el tratamiento de usted o otras personas por la agencia o departamento indicada, por favor indique abajo la base en la cual usted cree que las acciones fueron discriminatorias.

Por ejemplo: Si usted cree que fue discriminado porque eres Afro-Americano, marca la caja "Raza/Color de Piel" y escriba Afro-Americano en el espacio.

Indique todos que aplican:

- Raza _____
- Origen Nacional _____
- Color de Piel _____

III. Explique lo que pasó:

Por favor explique lo más claramente posible lo que pasó. Incluye los nombres de testigos, compañeros del trabajo, supervisores, y otros incluidos en la presunta discriminación. Por favor incluye toda la información que pertenece a la investigación. (Adjunte hojas adicionales si es necesario e incluye copias de materiales escritos que pertenecen a su queja.)

IV. ¿Cómo se puede resolver este(os) problema(s) a su satisfacción?

V. ¿Cuál es la más conveniente hora y lugar para comunicarnos con usted acerca de esta queja?

VI. Si no podemos comunicarnos con usted directamente, por favor denos el nombre y teléfono de una persona que puede contactarle y/o proveer información de su queja:

Nombre: _____

Teléfono: _____

VII. Si usted tiene representación con un abogado sobre los asuntos en esta queja, por favor proporcione lo siguiente:

Nombre del Abogado: _____

Dirección: _____

Teléfono: _____

Firma

Fecha

Nota: Las leyes impuestas por esta agencia prohíben actos de represalia o intimidación en contra de nadie porque el individuo ha actuado o participado en acciones para asegurar los derechos protegidos por estas leyes. Si usted experimenta represalia o intimidación separada de la discriminación presunta en esta queja, o si usted tiene preguntas sobre como completar esta forma, por favor póngase en contacto con:

Wichita Area Metropolitan Area Planning Organization (WAMPO)
Title VI Coordinator
271 W 3rd Street, Suite 208
Wichita, Kansas 67202
(316) 779-1313 (telefono)
(316) 779-1311 (fax)
wampo@wampo.org

Mẫu đơn Khiếu nại bị Phân biệt Đối xử theo Khoản VI của

Mẫu đơn này được sử dụng để đệ trình khiếu nại lên Tổ chức Quy hoạch Đô thị Khu vực Wichita (WAMPO) theo pháp luật, quy tắc và quy định về phân biệt đối xử, bao gồm như không giới hạn bởi, Khoản VI của Đạo luật Quyền dân sự 1964, Sắc lệnh Hành pháp 12898, “Hành động của Liên bang nhằm xử lý các vấn đề về tư pháp môi trường trong cộng đồng thiểu số và cộng đồng có thu nhập thấp,” hay Sắc lệnh Hành pháp 13166, “Tăng cường tiếp cận dịch vụ cho những người có trình độ tiếng Anh hạn chế”.

Nếu quý vị cần trợ giúp để hoàn thành đơn này hay cần được cung cấp mẫu đơn bằng ngôn ngữ hay định dạng khác do khuyết tật, vui lòng liên hệ với chúng tôi qua điện thoại theo số (316)-779-1321 hay qua fax theo số (316) 779-1311 và hỏi Người điều phối các vấn đề liên quan tới Khoản VI.

Khiếu nại về bị phân biệt đối xử phải được đệ trình trong vòng 180 ngày kể từ ngày được cho là bị phân biệt đối xử.

Đơn này PHẢI được hoàn thành bởi người khiếu nại hay người đại diện do người khiếu nại chỉ định. Quý vị có thể thêm vào các trang bổ sung nếu thấy cần thiết.

Thông tin Cá nhân của Người khiếu nại:

Tên: _____

Địa chỉ: _____

Thành phố: _____ Tiểu bang: _____ Zip

Code: _____

Số điện thoại: _____

Tên của người điền đơn này, nếu không phải là người khiếu nại nêu trên:

Mối quan hệ của người điền đơn với người khiếu nại nêu trên:

Hành vi được cho là phân biệt đối xử – Chi tiết về Khiếu nại:

I. Xác định cơ quan, phòng ban hay chương trình đã phân biệt đối xử:

Tên cơ quan và/hoặc phòng ban: _____

Tên bất kì cá nhân nào, nếu biết: _____

Thành phố: _____

Tiểu bang: _____

Zip: _____

Số điện thoại: _____

Email: _____

(Các) Ngày xảy ra hành vi phân biệt đối xử: _____

Ngày bắt đầu hành vi phân biệt đối xử: _____

Ngày xảy ra hành vi phân biệt đối xử gần nhất: _____

II. Cơ sở của khiếu nại này là gì?

Nếu khiếu nại của quý vị liên quan tới bị phân biệt đối xử trong việc cung cấp dịch vụ hay trong việc cư xử với quý vị hay người khác của cơ quan hay phòng ban nêu trên, vui lòng chỉ ra cơ sở để quý vị tin rằng hành vi phân biệt đối xử đó đã xảy ra.

Ví dụ: nếu quý vị tin rằng quý vị đã bị phân biệt đối xử bởi vì quý vị là người Mỹ gốc Phi, quý vị có thể đánh dấu vào hộp có nhãn “Chủng tộc/Màu da” và viết “Người Mỹ gốc Phi” trong khoảng trống bên cạnh.

Đánh dấu tất cả những lựa chọn phù hợp:

- Chủng tộc _____
- Màu da _____
- Nguồn gốc quốc gia _____

III. Trình bày về những gì đã xảy ra:

Vui lòng trình bày rõ ràng nhất có thể những gì đã xảy ra. Cung cấp tên của nhân chứng, nhân viên đồng nghiệp, người giám sát, và những người khác có liên quan tới hành vi phân biệt đối xử. Vui lòng trình bày cả những thông tin mà quý vị thấy là có liên quan tới việc điều tra. (Đính thêm trang bổ sung nếu quý vị thấy cần thiết và cung cấp bản sao của bất kỳ tài liệu bằng văn bản nào liên quan đến khiếu nại của quý vị.)

IV. Cách thức giải quyết (những) vấn đề này mà quý vị thấy hài lòng?

V. Thời gian và địa điểm thuận tiện nhất để chúng tôi có thể liên hệ với quý vị về khiếu nại này?

VI. Nếu chúng tôi không thể tới gặp quý vị trực tiếp được, vui lòng để lại cho chúng tôi tên và số điện thoại của người có thể gặp quý vị trực tiếp và/hoặc cung cấp thông tin về khiếu nại của quý vị:

Tên: _____

Số điện thoại: _____

VII. Nếu quý vị có luật sư đại diện cho quý vị liên quan tới vấn đề nêu trong đơn khiếu nại này, vui lòng cung cấp những thông tin sau:

Tên của luật sư: _____

Địa chỉ: _____

Số điện thoại: _____

Chữ ký

Ngày tháng

Lưu ý: Pháp luật được thực thi bởi cơ quan này cấm sự trả đũa hay đe dọa đối với bất kỳ ai do người đó đã có hành động hay tham gia hành động nhằm đảm bảo quyền được bảo vệ bởi những quy định pháp luật này. Nếu quý vị đã có trải nghiệm về sự trả đũa hay đe dọa khác ngoài hành vi bị phân biệt đối xử nêu trong đơn khiếu nại này hoặc nếu quý vị có câu hỏi gì liên quan tới việc hoàn thành đơn này, vui lòng liên hệ:

Wichita Area Metropolitan Area Planning Organization (WAMPO) (Tổ chức Quy hoạch Đô thị Khu vực Wichita)

Title VI Coordinator (Người điều phối các vấn đề về Khoản VI)

271 W 3rd Street, Ste. 208,

Wichita, Kansas 67202

(316) 779-1313 (điện thoại)

(316) 779-1311 (fax)

wampo@wampo.org

Appendix C: Title VI Discrimination Complaint Procedures

This complaint procedure and form is for any person who believes that he or she, on the basis of race, color, or national origin has been excluded from or denied the benefits of, or subjected to discrimination by the Wichita Area Metropolitan Area Planning Organization (WAMPO) in relation to any program or activity administered by WAMPO, its sub-recipients, or its consultants/contractors pursuant to discrimination laws, rules and regulations, including, but not limited to, Title VI of the Civil Rights Act of 1964, Executive Order 12898, “Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations,” or Executive Order 13166, “Improving Access to Services for Persons with Limited English Proficiency.” This complaint procedure applies to matters related to Title VI, EJ, or LEP.

These procedures do not deny the right of the complainant to file formal complaints with other state or federal agencies, or to seek private counsel for complaints alleging discrimination. These procedures do not extend the time for seeking such a remedy, nor are they a necessary step to seek a remedy otherwise. These procedures are part of an administrative process that does not provide for remedies that include punitive damages or compensatory remuneration for the complainant. Every effort will be made to obtain early resolution of complaints. The option of informal mediation meeting(s) between the affected parties and the Title VI Coordinator may be used for resolution, at any stage of the process. The Title VI Coordinator will make every effort to pursue a timely resolution to the complaint. Initial interviews with the complainant and the respondent, if applicable, will request information regarding specifically requested relief and settlement opportunities.

1. Submission of Complaint: Any individual or group may file a written complaint with WAMPO’s Title VI Coordinator. The mailing address and contact information are below:

Wichita Area Metropolitan Area Planning Organization
Attn: Title VI Coordinator
271 W. 3rd Street, Suite 208 · Wichita, KS 67202
Phone: 316.779.1313 | Fax 316.779.1311 | E-Mail: wampo@wampo.org

The complaint must be filed within one hundred eighty (180) calendar days after the date the alleged discrimination occurred. A complaint form may be downloaded at www.wampo.org or is available in hard copy from the Title VI Coordinator. Upon request, assistance will be provided to any person(s) unable to read or write English or who requires a form in an alternative format due to a disability.

The complaint form must be as complete as possible and must meet the following requirements:

- a. Complaint shall be in writing and signed by the complainant(s).
- b. Include the date of the alleged act of discrimination.
- c. Present a detailed description of the issues.
- d. Allegations received by fax or e-mail will be acknowledged and processed, once the identity(ies) of the complainant(s) and the intent to proceed with the complaint have been established.

- e. Allegations received by telephone will be reduced to writing and provided to the complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign, and returned for processing.

Complainants have the right to complain directly to the appropriate federal agency as well. Complainants have 180 days to file a complaint with the appropriate federal agency.

2. Receipt of Complaint

Within fifteen (15) days after receiving a complaint, the Title VI Coordinator will a) forward a copy of the complaint to the Kansas Department of Transportation, or the appropriate, designated federal agency related to the complaint, if required and b) send a written acknowledgement to the complainant advising that the complaint will be investigated.

In order to be accepted, a complaint must involve a covered basis such as race, color, or national origin and the allegation(s) must involve a program or activity of a Federal-aid recipient, sub-recipient, or consultant/contractor.

A complaint may be rejected 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

Once the complaint is accepted, the Title VI Coordinator will log it in a database identifying the following: complainant's name, basis, alleged harm, race, color, and national origin of the complainant.

3. Referral to Review Officer

The Title VI Coordinator in consultation with the WAMPO Director will appoint one or more staff review officers to investigate the complaint. The staff review officer(s) will complete the review within 45 days after the agency received the complaint and will make a recommendation about the merits of the complaint and, if necessary, what steps will be taken to address the complaint.

4. Complaint Decision

The staff review officer(s) will forward the recommendation to the WAMPO Director for review and concurrence. If the Director concurs, he or she will issue the agency's response to the complainant(s) and any respondent(s), if applicable. (A respondent may be any sub-recipient or consultant/contractor named in the complaint.)

5. Requests for Reconsideration

If the complainant disagrees with the response, he or she may request reconsideration by submitting a request within fifteen (15) days after receipt of the response. Any affected party may submit information and/or documentation in writing to the Title VI Coordinator in support of their request for reconsideration of the recommendation. Upon review of the additional information and documentation, the Title VI Coordinator and the WAMPO Director will have ten (10) days to either reaffirm or reverse the original recommendation and provide written notice to the complainant and respondent. If neither party requests reconsideration, the recommendation becomes final.

6. Settlement

If the final recommendation or reconsideration supports the allegation(s), the Title VI Coordinator will attempt to negotiate an amicable settlement of the issues in dispute. Formal, written settlement agreements will require the review of the agency's counsel prior to execution and will require the signatures of the parties, the Title VI Coordinator, and the WAMPO Director.

7. Submission of Complaint to the State of Kansas Department of Transportation, or the Federal Transit Administration, or the Federal Highway Administration

The complainant may also submit a written complaint to the state or appropriate federal agency in accordance with the requirements of the state or federal agency.

NOTE: Complaints must be filed with federal agencies no later than 180 days after the alleged discrimination occurred. Prompt action is necessary to ensure review by state or federal agencies, irrespective of WAMPO's response.

KDOT Office of Civil Rights
700 Southwest Harrison 3rd Floor West Topeka, KS 66603

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
1200 New Jersey Ave., S.E., East Building, 5th Floor - TCR Washington, DC 20590

Federal Highway Administration
Office of Civil Rights
1200 New Jersey Ave., S.E. 8th Floor E81-314 Washington, DC 20590

8. Confidentiality

To the extent feasible and as allowed by law, confidentiality shall be maintained during the formal and informal investigation process.

9. Investigation records

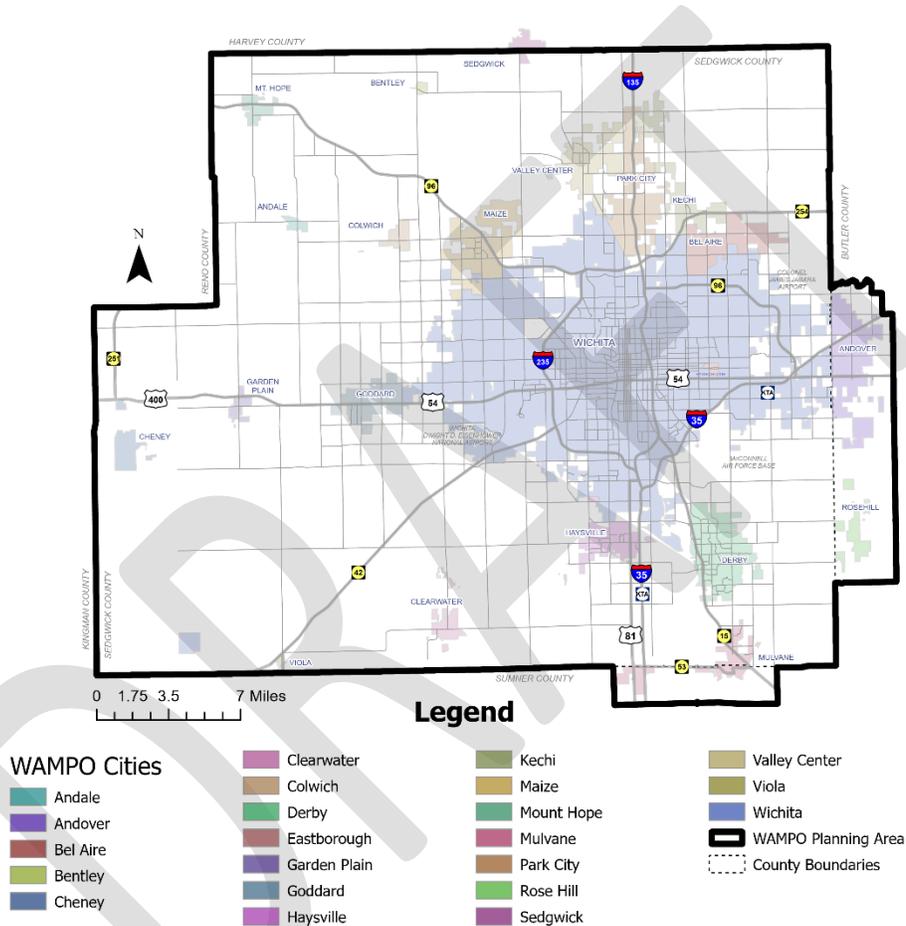
Records will be maintained in accordance with applicable Federal guidelines, or in their absence, applicable state guidelines

Appendix D: WAMPO Region Demographics

WAMPO’s service area includes the following 22 cities and all or part of three counties in south central Kansas. Based on data from the U.S. Census Bureau, 2020 (American Community Survey 5-year estimates) the WAMPO planning area has a total population of 547,258.

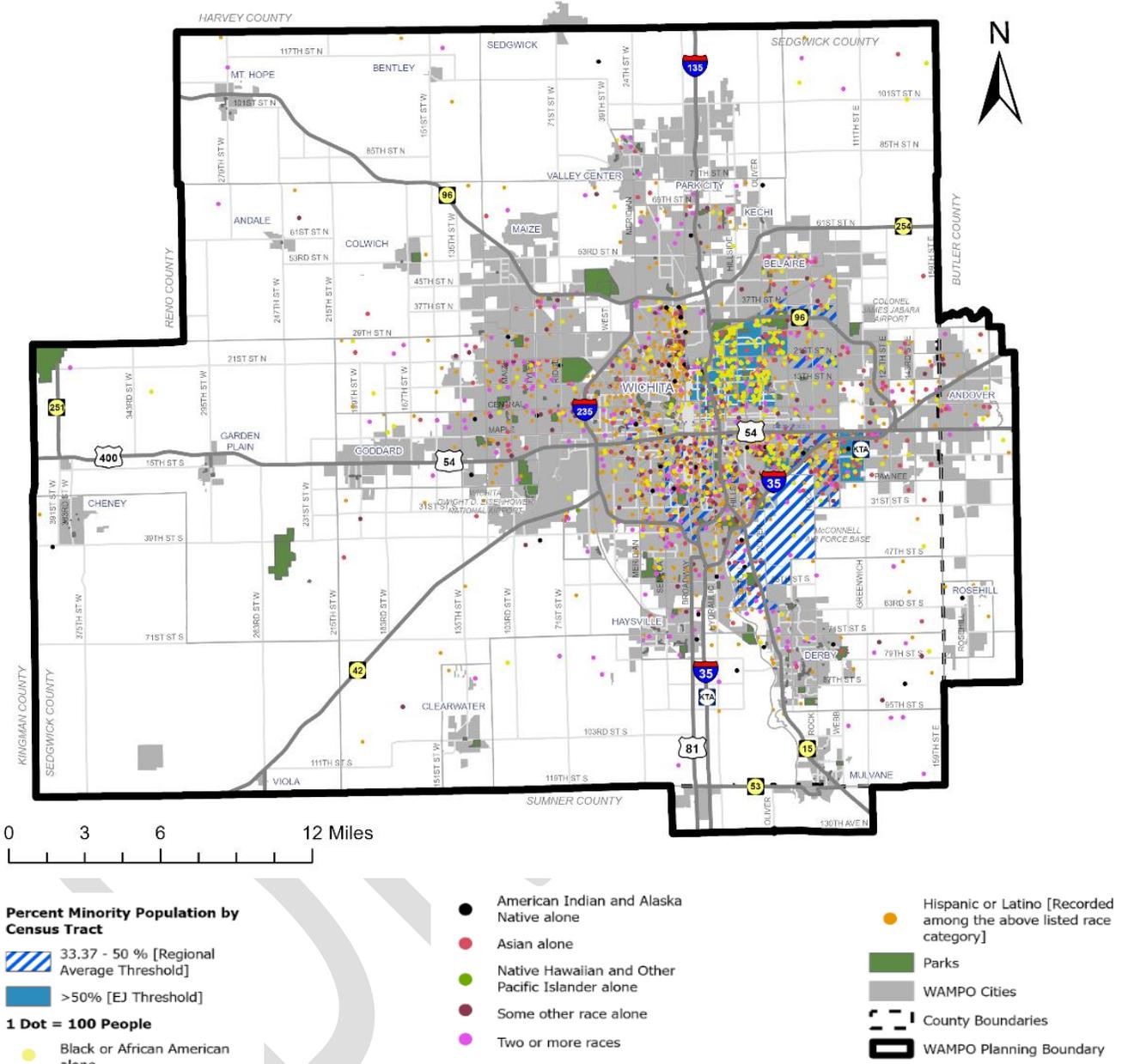
The region includes the jurisdictions highlighted in the WAMPO area planning boundary map below:

Map 4: WAMPO Region



Of the people living in the WAMPO area 23.4% of the population identify with a race other than “White”. The geographic dispersions of these populations can be identified on in the map below. The different dots represent the demographic groups in the WAMPO region. Each dot equals 100 people.

Map 5: Population Dispersion in the WAMPO Region



Source: ACS 2016-2020 5-Year Estimate
 Produced by: WAMPO
 Date Exported: 4/12/2022
 Folder: T:\Plans & Projects\TIP\2023-2026 TIP\EJ TIP mapping\GIS\EJ Mapping 2022\
 The information shown on this map is compiled from various sources made available to us which we believe to be reliable

Appendix E: Definitions

Environmental Justice – Identifying and addressing disproportionately high and adverse effects of the agency's programs, policies, and activities on minority and low-income populations to achieve an equitable distribution of benefits and burdens. This includes the full and fair participation by all potential affected communities in the transportation decision-making process.

Limited English Proficiency – A term used to describe individuals who are not fluent in English.

Metropolitan Planning Organization – A federal mandated and federally funded transportation policy-making organization that is made up of representatives from local government and governmental transportation authorities.

Title VI Program – A component of the Civil Rights Act of 1964 and related nondiscrimination authorities which protects individuals from discrimination based on race, color, national origin, sex, age, disability, low-income and limited English proficiency (LEP) in programs that receive Federal financial assistance.

Limited English Proficiency (LEP) Plan



Electronic copies of this document are available online at www.wampo.org .

Hard copy versions will be provided upon request. For more information, please contact:

Wichita Area Metropolitan Planning Organization

271 W 3rd St., Ste. 208, Wichita, KS 67202

Office: (316) 779-1313 | Fax: (316) 779-1311

wampo@wampo.org | www.wampo.org

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The Wichita Area Metropolitan Planning Organization (WAMPO) hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, Executive Order 13166 on Limited English Proficiency, and related statutes and regulations in all programs and activities.

Title VI states that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. Requests for special accommodation and/or language assistance should be made to wampo@wampo.org or by calling (316) 779-1313 at least 48 hours before the scheduled events.

Any persons who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with WAMPO. Any such complaint must be in writing and filed with WAMPO's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discrimination Complaint Form, please visit www.wampo.org/public-participation or call 316.779.1313.

WAMPO Transportation Policy Body (TPB) Approval History:

October 4, 2011
May 12, 2015
[insert date, 2022]

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Introduction

Individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English can be considered Limited English Proficient, or “LEP.” These individuals are entitled to language assistance under Title VI of the Civil Rights Act of 1964.

The Executive Order 13166 “Improving Access to Services for Persons with Limited English Proficiency” was issued to clarify Title VI of the Civil Rights Act and to ensure accessibility to programs and services to eligible persons who are not proficient in the English language. Executive Order 13166 requires all federal agencies that provide financial assistance, such as the US Department of Transportation (USDOT), to non-Federal entities such as WAMPO, to publish guidance on providing meaningful access to LEP individuals.

The guidance created by USDOT requires DOT recipients to take “reasonable steps to ensure meaningful access to their programs and activities by LEP persons.” The guidance applies to all DOT funding recipients, which include state departments of transportation, state motor vehicle administrations, airport operators, metropolitan planning organizations, and regional, state, and local transit operators, among many others.

WAMPO is the metropolitan planning organization for the greater Wichita area. Following the guidance issued by the USDOT and the Kansas Department of Transportation (KDOT), WAMPO maintains this plan to document WAMPO’s provisions to comply with Title VI as an MPO.

This document includes an analysis of the number of LEP individuals in the region, the extent to which LEP individuals participate in WAMPO’s processes, the resources available to WAMPO to provide language assistance services, and identification of the appropriate mix of LEP services that WAMPO can make available in order to provide meaningful access to the transportation planning process for people with a limited ability to communicate in English.

WAMPO’s Limited English Proficiency (LEP) Policy

WAMPO strives to provide meaningful access to the agency’s programs and activities through its public participation process. The intent of WAMPO’s public participation process is to engage the public and local stakeholders, including those with limited English proficiency.

Limited English Proficiency (LEP) Four-Factor Analysis

The USDOT recommends four factors that should be analyzed to determine the level and extent of language assistance required to sufficiently ensure meaningful access to programs, activities, and services within the MPO’s area of responsibility. These factors include:

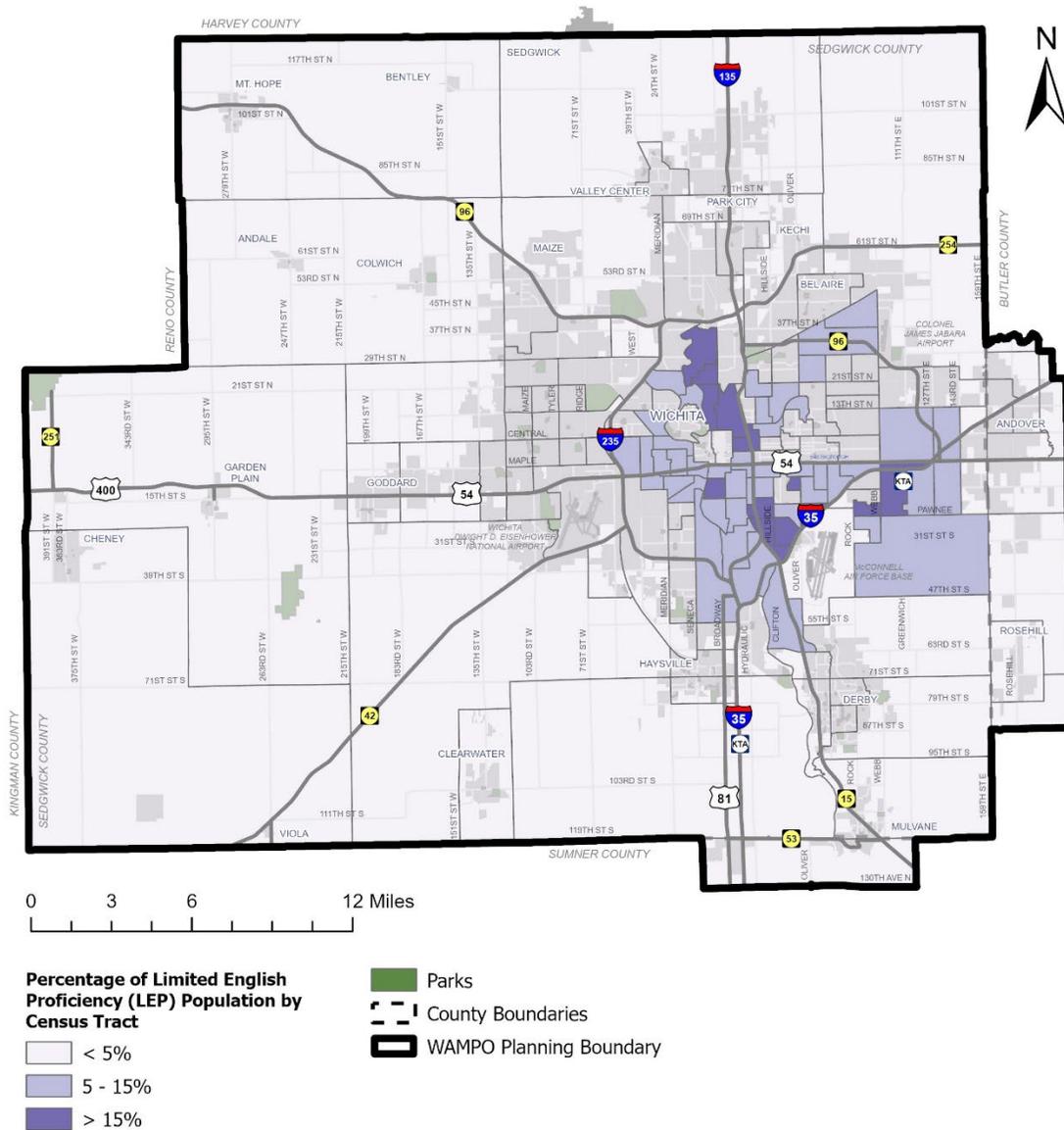
1. the number and proportion of LEP persons served;
2. the frequency of contact with LEP persons;
3. the importance of programs and services to LEP persons; and
4. the resources available and overall costs of providing language services.

After conducting the four-factor analysis, the MPO is considered to be in a better position to implement a cost-effective mix of proactive language assistance measures, target resources appropriately, and to respond to request for LEP assistance.

The four factors were analyzed for the WAMPO region and used to help identify what specific steps WAMPO could take to ensure meaningful access to its programs.

Factor One: Number or Proportion of LEP persons Served/Encountered

The LEP Population in the WAMPO Region makes up about 5% of the total population. The map below displays percentages of LEP population by Census Tract.



Source: ACS 2016-2020 5-Year Estimate (C16001)
 Produced by: WAMPO
 Date Exported: 5/24/2022
 Folder: T:\Plans & Projects\Title VI and LEP\LEP Plan Updates\2022 LEP Plan\Data\LEP 2016-2020\
 The information shown on this map is compiled from various sources made available to us which we believe to be reliable.

The most up-to-date data from the U.S. Census Bureau, 2020 (American Community Survey 5-year estimates) data was analyzed to determine the number of LEP persons that live in the WAMPO region in an effort to represent these populations in an accurate manner. Identifying the LEP population will assist our organization in determining the likelihood of encountering a person with limited capabilities to speak or read English

during the metropolitan transportation planning process. There has not been a significant change in terms of total numbers, proportion, or geographic location of LEP population.

Data associated with the language spoken at home by ability to speak English was reviewed for the entire region to determine the proportion of the population ages 5 and older that are considered to have LEP. The census categories ask how well an individual speaks English, with the possible answers of: “Very Well”, “Well”, “Not well” and “Not at all.” The additional category of “less than very well” captures all individuals except those who speak English “very well.” For the purposes of this analysis the “less than very well” category will be used to define the LEP populations in the WAMPO region.

Findings:

The U. S. Census Bureau data showed the top five language groups in the WAMPO region included English, Spanish, Vietnamese, Arabic and Chinese. Table 1 below highlights the language distribution of the LEP profile in comparison to English and all other languages spoken by people who report speaking English less than very well.

Table 1: WAMPO Region Limited English Proficiency (LEP) Profile

Language Category	Population ages 5 and older	Percent of Total
English Only	424,097	85.2%
*LEP	26,474	5.3%
All Languages	496,680	100.00%

U.S. Census Bureau, C16001, 2020 (American Community Survey 5-year estimates)

*Limited English Proficiency (LEP) is identified as the census category, “speaks English less than very well.”

The following table highlights the top four non-English languages for LEP individuals spoken in the WAMPO region:

Table 2: WAMPO Region LEP Categories

Language Category	Population ages 5 and older	Percent of Total
Spanish	16,230	3.3%
Vietnamese	4,995	1.0%
Arabic	888	0.2%
Chinese (incl. Mandarin, Cantonese)	300	0.1%

U.S. Census Bureau, ACS 2016-2020 5-year estimates (C16001)

Factor Two: Frequency of LEP Contact

The frequency with which LEP individuals come into contact during the WAMPO transportation planning process is low and reflects the relatively small percentage of LEP individuals in the region. The proportion of people with limited ability to speak English in the WAMPO region represents only 5.3% of the region's population (Table 1).

WAMPO uses the Interagency Working Group on Limited English Proficiency (LEP) Language Identification Flashcards or "I SPEAK" cards at all WAMPO hosted meetings, public hearings, and open houses. Our organization relies on the info supplied to indicate the frequency with which LEP individuals contact WAMPO. To date, these cards have not been completed at any WAMPO sponsored event. As a result, we have interpreted this as another indicator of the low frequency with which LEP individuals reach out to WAMPO. Not formal complaints about LEP procedures have been submitted to WAMPO to date. Despite this, our organization is committed to exploring additional methods to be proactive and responsive to the accessibility needs of the local LEP population.

Factor Three: Nature/Importance of Program Provisions

WAMPO does not provide any direct services that require vital, immediate or emergency assistance, such as medical treatment or services for basic needs (like food or shelter). Rather, WAMPO sets up a process by which individuals have the opportunity to be involved in the transportation planning process. This involvement by any citizen is voluntary and does not require applications, interviews, or other activities prior to participation in WAMPO's public and stakeholder activities. WAMPO encourages input from all stakeholders and efforts are taken to make the planning process as inclusive as possible. As part of the efforts to make WAMPO more accessible for LEP populations, a translation feature has been added to wampo.org that translates our website into Spanish and Vietnamese.

The transportation planning process is designed to identify regional needs and plan for future multimodal transportation projects to address those needs. Transportation improvements resulting from these planning activities have an impact on all residents. The impact of proposed transportation investments on underserved population groups is evaluated in the Metropolitan Transportation Plan (the long range plan); and the Transportation Improvement Program (the short-range plan), as indicated in the Title VI. Once projects are selected for federal funding, the projects final planning, design, and construction fall under the responsibility of local jurisdictions or state transportation agencies.

Factor Four: Resources & Overall Cost

WAMPO gathered the information from several translation services within the region to obtain an estimate on the cost of translating core documents. It is anticipated that the costs would be higher than indicated below due to the technicality of the majority of these core documents. The estimated cost for full translation of the core documents (Spanish and Vietnamese) is approximately \$38,527.92. **Table 3** below highlights the estimated costs associated with translating the core documents into both Spanish and Vietnamese.

Table 3: Estimated Document Translation Cost

Core Documents			TIP	MTP	Public Participation Plan	UPWP	Total
Approximate # of words			34,047	96,600	6,016	6,033	142,696
Cost per word	Spanish	0.10	\$3,404.70	\$9,660.00	\$601.60	\$603.30	\$14,269.60
	Vietnamese	0.17	\$5,787.99	\$16,422	\$1,022.72	\$1,025.61	\$24,258.32

Given the size of the LEP population in the WAMPO area and the potential financial constraints, full multi-language translations of large transportation plan documents is not considered warranted, or an effective way of communication at this time. However, as shown in the LEP Implementation Plan below, WAMPO is committed to engaging all residents in the transportation planning process. Translation of summaries of planning documents will depend on the availability of resources and the vitality of the documents.

Safe Harbor Stipulation

Federal law provides a “safe harbor” stipulation so recipients of federal funding can ensure compliance with their obligation to provide written translations in languages other than English with greater certainty. A “safe harbor” means that as long as a recipient (the MPO) has created a plan for the provision of written translations under a specific set of circumstances, such action will be considered strong evidence of compliance with written translation obligations under Title VI.

However, failure to provide written translations under the circumstances does not mean there is noncompliance, but rather provides for recipients a guide for greater certainty of compliance in accordance with the four-factor analysis.

Evidence of compliance with the recipient’s written translation obligations under “safe harbor” includes providing written translations of vital documents for each eligible LEP language group that constitutes 5% or 1,000 persons, whichever is less of eligible persons served or likely to be affected.

The “safe harbor” provision applies to the translation of written documents only. It does not affect the requirement to provide meaningful access to LEP individuals through competent oral interpreters where oral language services are needed and reasonable to provide.

LEP Implementation Plan

The overall percentage of limited English persons in the WAMPO region is 5.3%. Of that 5.3%, two language categories, Spanish (16,230 people or 3.3%) and Vietnamese (4,995 people or 1%), meet the Safe Harbor stipulation threshold for an eligible LEP language group (1,000 people or 5%, whichever is less).

The importance of accessible engagement of a diverse population within the region is a priority for our organization. Currently all WAMPO vital Title VI documentation are translated into Spanish and Vietnamese. WAMPO vital Title VI documents include the following:

- Title VI Notice to the public
- Title VI Complaint Form
- Your Rights Under Title VI (brochure)
- WAMPO Citizens’ Guide

In addition to vital documents, WAMPO has committed to produce other written language translations based on the requested needs of the public as outlined in the WAMPO Public Participation Plan and Title VI Program. Upon request, WAMPO will take reasonable steps to provide translators during public events and meetings.

The WAMPO implementation strategies for tracking and providing language assistance services to the LEP population in the region include identifying LEP individuals, providing language assistance upon request, and

providing notice of available language services to LEP individuals. The specific strategies are elaborated below.

Identifying LEP Individuals

WAMPO staff use the language identification cards when first encountering an LEP individual at public meetings or events. These cards, developed by the Interagency Working Group on Limited English Proficiency (LEP), have the phrase “I Speak [name of language],” which is translated into 71 different languages. These flashcards were developed by the Interagency Working Group on Limited English Proficiency (LEP) and is used by governmental and non-governmental agencies to identify the primary language of LEP individuals during face-to-face contacts.

The Language Identification Flashcard can be downloaded for free at the following web address:
<https://www.lep.gov/sites/lep/files/media/document/2020-02/crcl-i-speak-booklet.pdf>

The Language Identification flashcards are made available in the office and at all WAMPO public meetings. Once a language is identified, the Title VI Coordinator or relevant point of contact will be notified to assess feasible translation or oral interpretation assistance.

Language Assistance

Language assistance will be provided for LEP individuals through the translation of some key materials, as well as through oral interpretation, sign language interpretation, large/easy/ braille read formats when necessary and possible.

Oral interpretation services may include the use of telephone translation, the use of bilingual staff as available, competent bilingual interpreters, community volunteers or LEP family members or friends where the LEP individual so desires. As applicable, WAMPO will attempt to procure professional oral language interpretation services as necessary.

Providing Notice of Available Language Service to LEP Persons

WAMPO is committed to implementing and/or maintaining the following strategies to notify the public of language assistance services:

- The Spanish and Vietnamese translated vital documents listed above are all currently available via that www.wampo.org website. These documents are also available upon request at the WAMPO office and distributed to WAMPO region libraries and neighborhood city halls located in targeted areas.
- WAMPO will collaborate with community-based organizations and other stakeholders to inform LEP individuals of these available documents and language assistance services.
- WAMPO will include a Title VI notice that includes how to obtain a Title VI Complaint form and how to request special accommodations and/or language interpretation.

WAMPO Staff Training

In order to establish meaningful access to information and services for LEP individuals, staff that regularly interact with the public will be briefed on the WAMPO LEP plan and how to assist LEP persons; specifically, how to use the language identification cards and the steps outlined in Appendix C. Training will ensure that staff members are effectively able to work in person and/or by telephone with LEP individuals as well as how to handle a Title VI complaint. WAMPO management staff will be included in this training, even if they do not interact regularly with LEP persons, to ensure that they fully understand the plan, so they can reinforce its importance and ensure its implementation by staff.

Monitoring and Updating the LEP Plan

It is likely this LEP Plan, along with other public involvement documents, will be reviewed and updated as needed on a schedule similar to the updates of the Metropolitan Transportation Plan (every four to five years). Each update should consider the following components:

- Annual data analysis suggesting that LEP populations have significantly changed, either in terms of total numbers, proportion, or geographic location.
- The number of encounters between WAMPO and LEP persons
- How effective the plan has been to LEP persons
- Review and inclusion of complaints submitted to WAMPO about LEP procedures
- Federal or state guidance requiring an update to the LEP plan

Any future update to this LEP plan shall include, to the extent practical:

- Reassessment of the four-factor analysis.
- Documentation of the number of LEP persons encountered annually
- Documentation of complaints received from LEP populations, and documentation of actions taken, if necessary, to address such complaints
- General assessment of how the needs of LEP persons have been addressed

Complaint Process

To file a complaint regarding discrimination about LEP related practices or activities, please fill out the Title VI complaint form that is available electronically at www.wampo.org/title-vi or located in English, Spanish and Vietnamese in Appendix A of this plan. Complaint Procedures are located in Appendix B of this plan.

Hard copies of the Title VI complaint procedures and form are available in the WAMPO office located at 271 W 3rd St., Ste. 208, Wichita, KS 67202 or can be mailed upon request by contacting 316-779-1313

Should an LEP complaint be filed, the Title VI review process will be followed. More information on filing an LEP complaint with the Department of Justice can be found at <https://www.justice.gov/actioncenter/submit-complaint>.

Appendix A: Title VI Complaint Form

WAMPO

Title VI Discrimination Complaint Form

This form may be used to file a complaint with the Wichita Area Metropolitan Planning Organization (WAMPO) pursuant to discrimination laws, rules and regulations, including, but not limited to, Title VI of the Civil Rights Act of 1964, Executive Order 12898, "Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations," or Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency."

If you need assistance completing this form or need it to be provided in an alternate language or alternate format due to a disability, please contact us by phone at (316) 779-1313 or by fax (316) 779-1311 and ask for the Title VI Coordinator.

Complaints of discrimination must be filed within 180 days of the alleged discrimination.

This form **MUST** be completed by the complainant or the complainant's designated representative. Feel free to add additional pages if necessary.

Complainant's Personal Information:

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

Name of person completing this form, if different from above:

Your relationship to the complainant indicated above:

Alleged Discrimination – Details of Complaint:

I. Identify the agency, department or program that discriminated:

Agency and/or department name: _____

Name of any individual, if known: _____

City: _____

State: _____

Zip: _____

Phone Number: _____

Email: _____

Date(s) of alleged act: _____

Date alleged discrimination began: _____

Last or most recent date of alleged discrimination: _____

II. What is the basis for this complaint?

If your complaint is in regard to discrimination in the delivery of services or discrimination that involved the treatment of you or others by the agency or department indicated above, please indicate below the basis on which you believe these discriminatory actions were taken.

Example: If you believe that you were discriminated against because you are African American, you would mark the box labeled "Race/Color" and write "African American" in the space provided.

Check all that apply:

Race _____

Color _____

National Origin _____

III. Explain what happened:

Please explain as clearly as possible what happened. Provide the name(s) of witnesses, fellow employees, supervisors, and others involved in the alleged discrimination. Please include all information that you feel is relevant to the investigation. (Attach additional sheets if necessary and provide a copy of any written materials pertaining to your complaint.)

IV. How can this/these issue(s) be resolved to your satisfaction?

V. What is the most convenient time and place for us to contact you about this complaint?

VI. If we will not be able to reach you directly, please give us the name and phone number of a person who can reach you and/or provide information about your complaint:

Name: _____

Phone Number: _____

VII. If you have an attorney representing you concerning the matter raised in this complaint, please provide the following:

Name of Attorney: _____

Address: _____

Telephone number: _____

Signature

Date

Note: The laws enforced by this agency prohibit retaliation or intimidation against anyone because the individual has either taken action or participated in action to secure rights protected by these laws. If you experience retaliation or intimidation separate from the discrimination alleged in this complaint or if you have questions regarding the completion of this form, please contact:

Wichita Area Metropolitan Area Planning Organization (WAMPO)
Title VI Coordinator
271 W. 3rd St., – Suite 308
Wichita, Kansas 67202
(316) 779-1313 (phone)
(316) 7979-1311 (fax)
WAMPO

Título VI Solicitud de Queja de Discriminación

Esta solicitud de queja puede ser utilizada para presentar una queja con el Wichita Area Metropolitan Planning Organization (WAMPO) conforme a las leyes, reglas y regulaciones de discriminación incluyendo, pero no limitado, al Título VI del Acto de Derechos Civiles de 1964, Orden Ejecutiva 12898, "Acciones Federales para Abordar a Justicia Ambiental en Poblaciones de Minorías y Poblaciones de Ingresos Bajos", o Orden Ejecutiva 13166 "Mejor Acceso a Servicios para Personas con Conocimientos Limitados en el Idioma Inglés".

Si usted necesita ayuda para completar esta solicitud o la requiere en un idioma alternativo o en un formato alternativo debido a una discapacidad, por favor contáctenos por teléfono a (316)779-1313 o por fax a (316)7791311 y hable con el Coordinador de Título VI.

Quejas de discriminación deben ser presentadas en 180 días a partir de la fecha en que ocurrió la discriminación presunta. Esta solicitud debe ser completada por la demandante o un representante designado por la demandante. Añada páginas adicionales si es necesario.

Información Personal de la Demandante:

Nombre: _____

Dirección: _____

Ciudad: _____ Estado: _____ Código Postal: _____

Teléfono: _____

Nombre de la persona completando esta forma, si es diferente de la anterior:

Su relación a la demandante indicada anteriormente:

Presunta Discriminación – Detalles de la Queja:

I. Identifique la agencia, el departamento o el programa que hizo la discriminación:

Nombre de agencia y/o departamento: _____

Nombre del individuo, si lo sabe: _____

Ciudad: _____

Estado: _____

Código Postal: _____

Teléfono: _____

Correo electrónico: _____

Fecha del presunto incidente(s): _____

Fecha cuando empezó la presunta discriminación: _____

Fecha última o más recién de la presunta discriminación: _____

II. ¿Cual es la base para esta queja?

Si su queja es en respeto a discriminación en la entrega de servicios o discriminación en el tratamiento de usted o otras personas por la agencia o departamento indicada, por favor indique abajo la base en la cual usted cree que las acciones fueron discriminatorias.

Por ejemplo: Si usted cree que fue discriminado porque eres Afro-Americano, marca la caja "Raza/Color de Piel" y escriba Afro-Americano en el espacio.

Indique todos que aplican:

- Raza _____
- Origen Nacional _____
- Color de Piel _____

III. Explique lo que pasó:

Por favor explique lo más claramente posible lo que pasó. Incluye los nombres de testigos, compañeros del trabajo, supervisores, y otros incluidos en la presunta discriminación. Por favor incluye toda la información que pertenece a la investigación. (Adjunte hojas adicionales si es necesario e incluye copias de materiales escritos que pertenecen a su queja.)

IV. ¿Cómo se puede resolver este(os) problema(s) a su satisfacción?

V. ¿Cuál es la más conveniente hora y lugar para comunicarnos con usted acerca de esta queja?

VI. Si no podemos comunicarnos con usted directamente, por favor denos el nombre y teléfono de una persona que puede contactarle y/o proveer información de su queja:

Nombre: _____

Teléfono: _____

VII. Si usted tiene representación con un abogado sobre los asuntos en esta queja, por favor proporcione lo siguiente:

Nombre del Abogado: _____

Dirección: _____

Teléfono: _____

Firma

Fecha

Nota: Las leyes impuestas por esta agencia prohíben actos de represalia o intimidación en contra de nadie porque el individuo ha actuado o participado en acciones para asegurar los derechos protegidos por estas leyes. Si usted experimenta represalia o intimidación separada de la discriminación presunta en esta queja, o si usted tiene preguntas sobre como completar esta forma, por favor póngase en contacto con:

Wichita Area Metropolitan Area Planning Organization (WAMPO)
Title VI Coordinator
271 W 3rd Street, Suite 208
Wichita, Kansas 67202
(316) 779-1313 (telefono)
(316) 779-1311 (fax)

Mẫu đơn Khiếu nại bị Phân biệt Đối xử theo Khoản VI của

Mẫu đơn này được sử dụng để đệ trình khiếu nại lên Tổ chức Quy hoạch Đô thị Khu vực Wichita (WAMPO) theo pháp luật, quy tắc và quy định về phân biệt đối xử, bao gồm như không giới hạn bởi, Khoản VI của Đạo luật Quyền dân sự 1964, Sắc lệnh Hành pháp 12898, “Hành động của Liên bang nhằm xử lý các vấn đề về tư pháp môi trường trong cộng đồng thiểu số và cộng đồng có thu nhập thấp,” hay Sắc lệnh Hành pháp 13166, “Tăng cường tiếp cận dịch vụ cho những người có trình độ tiếng Anh hạn chế”.

Nếu quý vị cần trợ giúp để hoàn thành đơn này hay cần được cung cấp mẫu đơn bằng ngôn ngữ hay định dạng khác do khuyết tật, vui lòng liên hệ với chúng tôi qua điện thoại theo số (316)-779-1313 hay qua fax theo số (316) 779-1311 và hỏi Người điều phối các vấn đề liên quan tới Khoản VI.

Khiếu nại về bị phân biệt đối xử phải được đệ trình trong vòng 180 ngày kể từ ngày được cho là bị phân biệt đối xử.

Đơn này PHẢI được hoàn thành bởi người khiếu nại hay người đại diện do người khiếu nại chỉ định. Quý vị có thể thêm vào các trang bổ sung nếu thấy cần thiết.

Thông tin Cá nhân của Người khiếu nại:

Tên: _____

Địa chỉ: _____

Thành phố: _____ Tiểu bang: _____ Zip Code: _____

Số điện thoại: _____

Tên của người điền đơn này, nếu không phải là người khiếu nại nêu trên:

Mối quan hệ của người điền đơn với người khiếu nại nêu trên:

Hành vi được cho là phân biệt đối xử – Chi tiết về Khiếu nại:

I. Xác định cơ quan, phòng ban hay chương trình đã phân biệt đối xử:

Tên cơ quan và/hoặc phòng ban: _____

Tên bất kì cá nhân nào, nếu biết: _____

Thành phố: _____

Tiểu bang: _____

Zip: _____

Số điện thoại: _____

Email: _____

(Các) Ngày xảy ra hành vi phân biệt đối xử: _____

Ngày bắt đầu hành vi phân biệt đối xử: _____

Ngày xảy ra hành vi phân biệt đối xử gần nhất: _____

II. Cơ sở của khiếu nại này là gì?

Nếu khiếu nại của quý vị liên quan tới bị phân biệt đối xử trong việc cung cấp dịch vụ hay trong việc cư xử với quý vị hay người khác của cơ quan hay phòng ban nêu trên, vui lòng chỉ ra cơ sở để quý vị tin rằng hành vi phân biệt đối xử đó đã xảy ra.

Ví dụ: nếu quý vị tin rằng quý vị đã bị phân biệt đối xử bởi vì quý vị là người Mỹ gốc Phi, quý vị có thể đánh dấu vào hộp có nhãn “Chủng tộc/Màu da” và viết “Người Mỹ gốc Phi” trong khoảng trống bên cạnh.

Đánh dấu tất cả những lựa chọn phù hợp:

Chủng tộc _____

Màu da _____

Nguồn gốc quốc gia _____

III. Trình bày về những gì đã xảy ra:

Vui lòng trình bày rõ ràng nhất có thể những gì đã xảy ra. Cung cấp tên của nhân chứng, nhân viên đồng nghiệp, người giám sát, và những người khác có liên quan tới hành vi phân biệt đối xử. Vui lòng trình bày cả những thông tin mà quý vị thấy là có liên quan tới việc điều tra. (Đính thêm trang bổ sung nếu quý vị thấy cần thiết và cung cấp bản sao của bất kỳ tài liệu bằng văn bản nào liên quan đến khiếu nại của quý vị.)

IV. Cách thức giải quyết (những) vấn đề này mà quý vị thấy hài lòng?

V. Thời gian và địa điểm thuận tiện nhất để chúng tôi có thể liên hệ với quý vị về khiếu nại này?

VI. Nếu chúng tôi không thể tới gặp quý vị trực tiếp được, vui lòng để lại cho chúng tôi tên và số điện thoại của người có thể gặp quý vị trực tiếp và/hoặc cung cấp thông tin về khiếu nại của quý vị:

Tên: _____

Số điện thoại: _____

VII. Nếu quý vị có luật sư đại diện cho quý vị liên quan tới vấn đề nêu trong đơn khiếu nại này, vui lòng cung cấp những thông tin sau:

Tên của luật sư: _____

Địa chỉ: _____

Số điện thoại: _____

Chữ ký

Ngày tháng

Lưu ý: Pháp luật được thực thi bởi cơ quan này cấm sự trả đũa hay đe dọa đối với bất kỳ ai do người đó đã có hành động hay tham gia hành động nhằm đảm bảo quyền được bảo vệ bởi những quy định pháp luật này. Nếu quý vị đã có trải nghiệm về sự trả đũa hay đe dọa khác ngoài hành vi bị phân biệt đối xử nêu trong đơn khiếu nại này hoặc nếu quý vị có câu hỏi gì liên quan tới việc hoàn thành đơn này, vui lòng liên hệ:

Wichita Area Metropolitan Area Planning Organization (WAMPO) (Tổ chức Quy hoạch Đô thị Khu vực Wichita)

Title VI Coordinator (Người điều phối các vấn đề về Khoản VI)

271 W 3rd Street, Ste. 208,

Wichita, Kansas 67202

(316) 779-1313 (điện thoại)

(316) 779-1311 (fax)

Appendix B: Title VI Complaint Procedures

WAMPO

Title VI Discrimination Complaint Procedures

This complaint procedure and form is for any person who believes that he or she, on the basis of race, color, or national origin has been excluded from or denied the benefits of, or subjected to discrimination by the Wichita Area Metropolitan Area Planning Organization (WAMPO) in relation to any program or activity administered by WAMPO, its sub-recipients, or its consultants/contractors pursuant to discrimination laws, rules and regulations, including, but not limited to, Title VI of the Civil Rights Act of 1964, Executive Order 12898, "Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations," or Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency." This complaint procedure applies to matters related to Title VI, EJ, or LEP.

These procedures do not deny the right of the complainant to file formal complaints with other state or federal agencies, or to seek private counsel for complaints alleging discrimination. These procedures do not extend the time for seeking such a remedy, nor are they a necessary step to seek a remedy otherwise. These procedures are part of an administrative process that does not provide for remedies that include punitive damages or compensatory remuneration for the complainant. Every effort will be made to obtain early resolution of complaints. The option of informal mediation meeting(s) between the affected parties and the Title VI Coordinator may be used for resolution, at any stage of the process. The Title VI Coordinator will make every effort to pursue a timely resolution to the complaint. Initial interviews with the complainant and the respondent, if applicable, will request information regarding specifically requested relief and settlement opportunities.

1. Submission of Complaint: Any individual or group may file a written complaint with WAMPO's Title VI Coordinator. The mailing address and contact information are below:

Wichita Area Metropolitan Area Planning Organization
Attn: Title VI Coordinator
271 W. 3rd Street, Suite 208 · Wichita, KS 67202
Phone: 316.779.1313 | Fax 316.779.1311 | E-Mail: wampo@wampo.org

The complaint must be filed within one hundred eighty (180) calendar days after the date the alleged discrimination occurred. A complaint form may be downloaded at www.wampo.org or is available in hard copy from the Title VI Coordinator. Upon request, assistance will be provided to any person(s) unable to read or write English or who requires a form in an alternative format due to a disability.

The complaint form must be as complete as possible and must meet the following requirements:

- a. Complaint shall be in writing and signed by the complainant(s).
- b. Include the date of the alleged act of discrimination.

c. Present a detailed description of the issues.

d. Allegations received by fax or e-mail will be acknowledged and processed, once the identity(ies) of the complainant(s) and the intent to proceed with the complaint have been established.

e. Allegations received by telephone will be reduced to writing and provided to the complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign, and returned for processing.

Complainants have the right to complain directly to the appropriate federal agency as well. Complainants have 180 days to file a complaint with the appropriate federal agency.

2. Receipt of Complaint

Within fifteen (15) days after receiving a complaint, the Title VI Coordinator will a) forward a copy of the complaint to the Kansas Department of Transportation, or the appropriate, designated federal agency related to the complaint, if required and b) send a written acknowledgement to the complainant advising that the complaint will be investigated.

In order to be accepted, a complaint must involve a covered basis such as race, color, or national origin and the allegation(s) must involve a program or activity of a Federal-aid recipient, sub-recipient, or consultant/contractor.

A complaint may be rejected 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.

Once the complaint is accepted, the Title VI Coordinator will log it in a database identifying the following: complainant's name, basis, alleged harm, race, color, and national origin of the complainant.

3. Referral to Review Officer

The Title VI Coordinator in consultation with the WAMPO Director will appoint one or more staff review officers to investigate the complaint. The staff review officer(s) will complete the review within 45 days after the agency received the complaint and will make a recommendation about the merits of the complaint and, if necessary, what steps will be taken to address the complaint.

4. Complaint Decision

The staff review officer(s) will forward the recommendation to the WAMPO Director for review and concurrence. If the Director concurs he or she will issue the agency's response to the complainant(s) and any respondent(s), if applicable. (A respondent may be any sub-recipient or consultant/contractor named in the complaint.)

5. Requests for Reconsideration

If the complainant disagrees with the response, he or she may request reconsideration by submitting a request within fifteen (15) days after receipt of the response. Any affected party may submit information and/or documentation in writing to the Title VI Coordinator in support of their request for reconsideration of the recommendation. Upon review of the additional information and documentation, the Title VI Coordinator and the WAMPO Director will have ten (10) days to either reaffirm or reverse the original recommendation and provide written notice to the complainant and respondent. If neither party requests reconsideration, the recommendation becomes final.

6. Settlement

If the final recommendation or reconsideration supports the allegation(s), the Title VI Coordinator will attempt to negotiate an amicable settlement of the issues in dispute. Formal, written settlement agreements will require the review of the agency's counsel prior to execution and will require the signatures of the parties, the Title VI Coordinator, and the WAMPO Director.

7. Submission of Complaint to the State of Kansas Department of Transportation or the Federal Transit Administration

The complainant may also submit a written complaint to the state or appropriate federal agency in accordance with the requirements of the state or federal agency.

NOTE: Complaints must be filed with federal agencies no later than 180 days after the alleged discrimination occurred. Prompt action is necessary to ensure review by state or federal agencies, irrespective of WAMPO's response.

KDOT Office of Civil Rights
700 Southwest Harrison
3rd Floor West
Topeka, KS 66603

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
1200 New Jersey Ave., S.E.,
East Building, 5th Floor - TCR
Washington, DC 20590

Federal Highway Administration
Office of Civil Rights
1200 New Jersey Ave., S.E.
8th Floor E81-314
Washington, DC 20590

8. Confidentiality

To the extent feasible and as allowed by law, confidentiality shall be maintained during the formal and informal investigation process.

9. Investigation records

Records will be maintained in accordance to applicable Federal guidelines, or in their absence, applicable state guidelines.

WAMPO

Título VI Procedimientos de Queja de Discriminación

Este procedimiento y solicitud de queja es para cualquier persona que cree que el o ella, de acuerdo a su raza, color de piel, o origen nacional, haya sido excluida o negada de beneficios o se siente que fue discriminado por el Wichita Area Metropolitan Planning Organization (WAMPO) en relación a cualquier programa o actividad administrada por WAMPO, sus sub-beneficiario, o sus consultores/contratistas, conforme a las leyes, reglas y regulaciones incluyendo, pero no limitado, al Título VI del Acto de Derechos Civiles de 1964, Orden Ejecutiva 12898, “Acciones Federales para Abordar a Justicia Ambiental en Poblaciones de Minorías y Poblaciones de Ingresos Bajos”, o Orden Ejecutiva 13166 “Mejor Acceso a Servicios para Personas con Conocimientos Limitados en el Idioma Inglés”. Este procedimiento de queja se aplica a situaciones con relación al Título VI, Justicia Ambiental (Environmental Justice {EJ}), o Personas con Conocimientos Limitados en Inglés (Limited English Proficiency {LEP}).

Estos procedimientos no niegan el derecho de la demandante a presentar quejas formales con otras agencias estatales o federales, o a buscar a un abogado privado para las quejas que alegan discriminación. Estos procedimientos no extienden el tiempo para buscar un remedio ni son un paso necesario para buscar un remedio contrario. Estos procedimientos son parte de un proceso administrativo que no proporciona recursos que incluyen daños punitivos o remuneración compensatoria por la demandante. Cada esfuerzo será hecho para obtener pronta resolución de las quejas. Se puede utilizar la opción de reunión(s) de mediación informal(s) entre partes afectadas y el Coordinador del Título VI para la resolución en cualquier etapa del proceso. El Coordinador del Título VI hará todo lo posible para obtener una pronta resolución a la queja. Entrevistas iniciales con la demandante y el demandado, en su caso, solicitara información específica sobre el alivio solicitado y oportunidades de resolución.

1. Presentación de la Queja

Cualquier persona o grupo puede presentar una queja por escrito con el Coordinador de Título VI de WAMPO. La dirección y datos de contacto son:

Wichita Area Metropolitan Planning Organization

Title VI Coordinator
271 W. 3rd Street, Suite 208
Wichita, KS 67202
(316) 779-1313 (teléfono)
(316) 779-1311 (fax)

La queja debe ser presentada en 180 días a partir de la fecha en que ocurrió la presunta discriminación. Una copia del documento de queja puede ser obtenida del sitio web www.wampo.org o está disponible en copia impresa con el Coordinador del Título VI. Ayuda para cualquier persona que no puede leer o escribir inglés o que requiere una copia en formato alternativo debido a una discapacidad será proporcionada para la persona que lo solicite.

La queja debe ser lo más completa posible y debe cumplir los siguientes requisitos:

- a) La queja debe ser escrita y firmada por la demandante(s).
- b) Incluya la fecha del presunto acto de discriminación.
- c) Presente una descripción detallada de los temas.
- d) Denuncias recibidas por fax o correo electrónico serán reconocidas y procesadas, una vez que se haya establecido la identidad(es) de la demandante(s) y la intención de seguir adelante con la denuncia.
- e) Denuncias recibidas por teléfono serán pasadas a escrito y presentadas a la demandante para confirmación o revisión antes de procesar. Una forma de queja será remitida a la demandante para completar, firmar y devolver para su procesamiento.

Demandantes tienen el derecho a quejarse directamente con la agencia federal apropiada. Demandantes tienen 180 días para presentar su queja con la agencia federal apropiada.

2. Queja recibida

En menos de quince (15) días después de recibir una queja, el Coordinador de Título VI a) remitirá una copia de la queja al Departamento de Transporte de Kansas o la agencia federal apropiada y designada con relación a la queja, si es necesario y b) remitirá a la demandante reconocimiento escrito que la queja será investigada.

Para ser aceptada, una queja debe incluir datos básicos como raza, color de piel u origen nacional, y la denuncia debe incluir un programa o actividad de un beneficiario, sub-beneficiario, o consultor/contratista de ayuda federal.

Una queja puede ser denegada por las siguientes razones:

- a) La demandante pide retirar la queja.
- b) La demandante no responde a repetidas peticiones para información adicional necesaria para procesar la queja.
- c) La demandante no puede ser localizado después de varios intentos razonables.

Una vez que la queja sea aceptada, el Coordinador de Título VI la pondrá en la base de datos identificando lo siguiente: el nombre de la demandante, la base, el daño presunto, la raza, el color de piel, y el origen nacional de la demandante.

3. Referencia al Oficial de Investigación

El Coordinador de Título VI, en consulta con el Director de WAMPO designará a uno o más oficiales de investigación, para investigar la queja. El oficial de investigación tiene 45 días para finalizar la

investigación a partir del día que recibió la queja y ofrecerá su recomendación con respeto al merito de la queja y, si es necesario, que acciones se tomarán para resolver la queja.

4. Resolución de la Queja

El oficial(es) de investigación pasará su recomendación al Director de WAMPO para revisión y aprobación. Si el Director está de acuerdo, emitirá la respuesta de la agencia a la demandante(s) y demandado(s), si es aplicable.

5. Petición para Reconsideración

Si la persona no está de acuerdo con la respuesta, puede pedir una reconsideración dentro de 15 días después de recibir la respuesta. Cualquier persona afectada podrá presentar información y/o documentación en escrito al Coordinador de Título VI en apoyo de su petición para reconsideración de la recomendación. Después de revisar la información y documentación adicional, el Coordinador de Título VI y el Director de WAMPO tendrán diez (10) días para reafirmar o revertir la recomendación original y dar aviso a la demandante y al demandado. Si ninguna de las partes pide reconsideración, la recomendación se convierte en un final.

6. Resolución

Si la recomendación final o reconsideración apoya la acusación(es), el Coordinador de Título VI intentará negociar una resolución amistosa de los temas en disputa. Resoluciones formales en escritos requieren la revisión de un abogado de la agencia antes de la ejecución y requieren las firmas de las partes, el Coordinador de Título VI y el Director de WAMPO.

7. Presentación de la Queja al Departamento de Transporte del Estado de Kansas o a la Administración Federal de Tránsito.

La demandante también puede presentar una queja por escrito al estado o a la agencia federal según los requisitos de la agencia estatal o federal.

Nota: Quejas deben ser presentadas a las agencias federales en un periodo de 180 días después de que ocurrió la presunta discriminación. Acción rápida es necesaria para asegurar la revisión por las agencias estatales y federales, independientemente de la respuesta de WAMPO.

KDOT Office of Civil Rights Compliance
700 Southwest Harrison
3rd Floor West
Topeka, KS 66603

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
1200 New Jersey Ave., S.E.
East Building, 5th Floor - TCR
Washington, DC 20590

Federal Highway Administration
Office of Civil Rights
1200 New Jersey Ave., S.E.
8th Floor E81-314
Washington, DC 20590

8. Confidencialidad

A la medida de lo posible y permitido por la ley, se mantendrá confidencialidad durante el proceso de investigación formal e informal.

9. Archivos de Investigación

Registros se mantendrán según las reglas federales aplicables o, en su ausencia, las reglas estatales aplicables.

WAMPO

Thủ tục Khiếu nại bị Phân biệt Đối xử theo Khoản VI của

Thủ tục và mẫu đơn này dành cho bất kỳ cá nhân nào cho rằng mình bị loại trừ khỏi việc tham gia hoặc bị từ chối quyền lợi, hay bị phân biệt đối xử do chủng tộc, màu da hay nguồn gốc quốc gia bởi Tổ chức Quy hoạch Đô thị Khu vực Wichita (WAMPO) liên quan tới bất kỳ chương trình hay hoạt động nào do WAMPO, người nhận hỗ trợ thứ cấp của WAMPO, hay tư vấn/nhà thầu của WAMPO thực hiện theo pháp luật, quy tắc, quy định về chống phân biệt đối xử, bao gồm nhưng không giới hạn bởi, Điều VI của Luật Quyền dân sự 1964, Lệnh Hành pháp 12898, “Hành động của Liên bang nhằm xử lý các vấn đề về tư pháp môi trường trong cộng đồng thiểu số và cộng đồng có thu nhập thấp,” hay Sắc lệnh Hành pháp 13166, “Tăng cường tiếp cận dịch vụ cho những người có trình độ tiếng Anh hạn chế.” Thủ tục khiếu nại này áp dụng cho các vấn đề có liên quan tới Khoản VI, EJ, hay LEP.

Thủ tục này không loại bỏ quyền của người khiếu nại được đệ trình đơn khiếu nại chính thức với cơ quan tiểu bang hoặc liên bang khác hay tìm luật sư riêng để khiếu nại cáo buộc việc bị phân biệt đối xử. Thủ tục này không gia hạn thời gian để tìm giải pháp, hay cũng không phải là một bước cần thiết để tìm kiếm giải pháp khắc phục khác đi. Thủ tục này là một phần của quy trình hành chính không đưa ra giải pháp khắc phục bao gồm tiền phạt bổ sung hay tiền bồi thường cho người khiếu nại. Mọi nỗ lực được đưa ra nhằm sớm giải quyết đơn khiếu nại. Lựa chọn các cuộc họp hòa giải không chính thức giữa các bên bị ảnh hưởng và Điều phối viên Khoản VI có thể được sử dụng để giải quyết vào bất kỳ giai đoạn nào của quy trình. Điều phối viên Khoản VI sẽ nỗ lực hết sức để tìm cách giải quyết đơn khiếu nại kịp thời. Các cuộc phỏng vấn ban đầu với người khiếu nại và bên bị, nếu có thể, sẽ cần thông tin liên quan tới hình thức giảm nhẹ được yêu cầu cụ thể và các cơ hội giải quyết.

1. Nộp đơn khiếu nại: Bất kỳ cá nhân hay nhóm nào đều có thể nộp đơn khiếu nại bằng văn bản cho Điều phối viên liên quan tới Khoản VI của WAMPO. Thông tin liên hệ và gửi thư như dưới đây:

Wichita Area Metropolitan Area Planning Organization (Tổ chức Quy hoạch Đô thị Khu vực Wichita)

Người nhận: Điều phối viên Khoản VI (Điều phối viên liên quan tới Khoản VI)

271 W. 3rd Street, Suite 208

Wichita, KS 67202

ĐT: (316) 779-1313, Fax: (316) 779-1311 hay E-Mail: wampo@wampo.org

Đơn khiếu nại phải được nộp trong vòng một trăm tám mươi (180) ngày lịch sau ngày được cho là xảy ra phân biệt đối xử. Đơn khiếu nại có thể tải về từ www.wampo.org hay bản cứng lấy từ Điều phối viên Khoản VI. Khi có yêu cầu, cá nhân không thể đọc hay viết tiếng Anh hay cá nhân yêu cầu mẫu đơn ở một định dạng khác do khuyết tật sẽ được hỗ trợ.

Đơn khiếu nại phải được điền nhiều nhất có thể và phải đáp ứng những yêu cầu sau:

- a. Khiếu nại bằng văn bản và được người khiếu nại ký.
- b. Có đề ngày tháng xảy ra hành vi được cho là phân biệt đối xử.
- c. Trình bày chi tiết về sự phân biệt đối xử.
- d. Cáo buộc nhận được qua fax hay e-mail sẽ được xác nhận và xử lý khi danh tính của người khiếu nại và mục đích khiếu nại được xác minh.
- e. Cáo buộc nhận được qua điện thoại sẽ được chuyển về hình thức bằng văn bản và gửi cho người khiếu nại để xác nhận hay sửa đổi trước khi xử lý. Đơn khiếu nại sẽ được gửi cho người khiếu nại để họ điền, ký, và chuyển trả cho WAMPO xử lý.

Người khiếu nại cũng có quyền khiếu nại trực tiếp cho cơ quan hữu quan cấp liên bang. Người khiếu nại có 180 ngày để nộp đơn khiếu nại lên cơ quan hữu quan cấp liên bang.

2. Nhận đơn

Trong vòng mười lăm (15) ngày sau khi nhận đơn, Điều phối viên Khoản VI sẽ a) gửi một bản sao đơn khiếu nại cho Sở giao thông Kansas, hay cơ quan hữu quan cấp liên bang được ủy quyền liên quan tới khiếu nại, nếu cần và b) gửi một xác nhận bằng văn bản cho người khiếu nại thông báo rằng đơn đang được xem xét.

Để được chấp nhận, khiếu nại phải có liên quan đến chủng tộc, màu da, hay nguồn gốc quốc gia và cáo buộc phải có liên quan tới một chương trình hay hoạt động của một bên nhận hỗ trợ liên bang, bên nhận hỗ trợ liên bang thứ cấp, hay tư vấn/nhà thầu.

Khiếu nại có thể bị từ chối vì những lý do dưới đây:

- a. Người khiếu nại đề nghị rút đơn.
- b. Người khiếu nại không phản hồi những yêu cầu cung cấp thông tin bổ sung cần thiết cho việc xử lý đơn đã được đưa ra nhiều lần.
- c. Không xác định được người khiếu nại sau những nỗ lực hợp lý.

Khi đơn đã được chấp nhận, Điều phối viên Khoản VI sẽ nhập vào cơ sở dữ liệu để xác định những thông tin sau: tên người khiếu nại, lý do bị phân biệt đối xử, tổn hại, chủng tộc, màu da, và nguồn gốc quốc gia của người khiếu nại.

3. Chuyển cho Cán bộ Rà soát

Điều phối viên Khoản VI sau khi tham khảo ý kiến của Giám đốc WAMPO sẽ chỉ định một hay nhiều cán bộ rà soát để điều tra đơn. Cán bộ rà soát sẽ hoàn thành việc rà soát trong vòng 45 ngày sau khi WAMPO nhận được đơn và sẽ đề xuất về tính hợp lý của đơn và, nếu cần, các bước cần tiến hành để giải quyết đơn.

4. Quyết định liên quan tới khiếu nại

Cán bộ rà soát sẽ chuyển đề xuất lên Giám đốc WAMPO để xem xét và phê duyệt. Nếu Giám đốc đồng ý, Giám đốc sẽ đưa ra phản hồi của WAMPO cho Người khiếu nại và bất kỳ bị đơn nào, nếu có. (Bị đơn có thể là bất kỳ bên nhận hỗ trợ thứ cấp nào hay tư vấn/nhà thầu có tên trong đơn.)

5. Yêu cầu xem xét lại

Nếu người khiếu nại không đồng ý với phản hồi đó, người khiếu nại có thể yêu cầu xem xét lại bằng cách đệ trình yêu cầu trong vòng mười lăm (15) ngày sau khi nhận được phản hồi. Bất kỳ bên bị ảnh hưởng nào cũng có thể nộp thông tin và/hoặc tài liệu bằng văn bản cho Điều phối viên Khoản VI để hỗ trợ yêu cầu xem xét lại đề xuất. Sau khi xem xét thông tin và tài liệu bổ sung, Điều phối viên Khoản VI và Giám đốc WAMPO sẽ có mười (10) ngày để tái khẳng định hay thay đổi đề xuất ban đầu và đưa ra thông báo bằng văn bản cho người khiếu nại và bên bị. Nếu không bên nào có yêu cầu xem xét lại, đề xuất sẽ là đề xuất cuối cùng.

6. Giải quyết

Nếu đề xuất cuối cùng hay việc xem xét lại củng cố cho cáo buộc, Điều phối viên Khoản VI sẽ nỗ lực thương lượng cách giải quyết bằng hòa giải về vấn đề đang tranh cãi. Thỏa thuận giải quyết chính thức bằng văn bản sẽ phải được luật sư của WAMPO xem xét trước khi thi hành và sẽ cần có chữ ký của các bên, Điều phối viên Khoản VI, và Giám đốc WAMPO.

7. Nộp đơn khiếu nại lên Sở Giao thông tiểu bang Kansas hay Cục Giao thông vận tải Liên bang

Người khiếu nại cũng có thể đệ đơn khiếu nại bằng văn bản lên cơ quan hữu quan cấp tiểu bang hay liên bang theo yêu cầu của cơ quan tiểu bang hay liên bang.

LƯU Ý: Đơn khiếu nại phải được nộp lên các cơ quan liên bang không muộn hơn 180 ngày sau ngày được cho là xảy ra phân biệt đối xử. Hành động khẩn trương là cần thiết để đảm bảo cơ quan tiểu bang hay liên bang có thể xem xét, bất kể phản hồi của WAMPO.

KDOT Office of Civil Rights Compliance
700 Southwest Harrison
3rd Floor West
Topeka, KS 66603

Federal Transit Administration Office of Civil Rights (Văn phòng Quyền dân sự Cục Giao thông vận tải liên bang)
Nơi nhận: Title VI Program Coordinator (Điều phối viên Chương trình Điều VI)
1200 New Jersey Ave., S.E.,
East Building, 5th Floor - TCR
Washington, DC 20590

Federal Highway Administration (Cục Đường bộ liên bang)
Office of Civil Rights (Văn phòng Quyền dân sự)
1200 New Jersey Ave., S.E.
8th Floor E81-314
Washington, DC 20590

8. Bảo mật

Trong giới hạn khả thi và được pháp luật cho phép, phải duy trì bảo mật trong quá trình điều tra chính thức và không chính thức.

9. Hồ sơ điều tra

Hồ sơ phải được lưu theo đúng hướng dẫn hiện hành của liên bang, hay theo hướng dẫn hiện hành của tiểu bang trong trường hợp không có hướng dẫn của liên bang.

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Appendix C: Steps to Assist LEP Population

Face-to-face Interaction

Step 1: Once you have identified that the individual needs assistance in a language other than English, use the language identification cards from the LEP.org to identify the language the individual needs assistance in. You might also use online resources like Google Translate to identify the language and fulfil simple requests and you can skip to step 7.

Step 2: Once the language has been identified do your best to let them know you will try to contact someone to assist them in the identified language.

Step 3: Reference Appendix E for contact information from someone in staff that can help interpret in that language.

Step 4: If no one is available to interpret, reach out to our independent translation service in Appendix D.

Step 5: Contact the number included in Appendix D and enter the unique organizational identifier code and wait for an interpreter to answer your call.

Step 6: Put the call on speaker and ask the LEP individual for their contact information and the best way to answer their questions.

Step 7: Document the information provided, requested, how long the interaction lasted, and the contact information of the LEP individual and save on our Communication folder (T:\Communication\Translation & Interpretation\LEP)

Step 8: Once the interaction is completed save a copy of the invoice provided by the translation service

Phone Call Interaction

Step 1: Once you have identified that the individual needs assistance in a language other than English, do your best to ask them to identify the language in which they feel more comfortable requesting information.

Step 2: Once the language has been identified do your best to let them know you will try to contact someone to assist them in the identified language.

Step 3: Reference Appendix E for contact information from someone in staff that can help interpret in that language.

Step 4: If no one is available to interpret, reach out to our independent translation service in Appendix D.

Step 5: Contact the number included in Appendix D and enter the unique organizational identifier code and wait for an interpreter to answer your call.

Step 6: Put the call on a three-way conversation call and ask the LEP individual for their contact information and the best way to answer their questions.

Step 7: Document the information provided, requested, how long the interaction lasted, and the contact information of the LEP individual and save on our Communication folder (T:\Communication\Translation & Interpretation\LEP)

Step 8: Once the interaction is completed save a copy of the invoice provided by the translation service

Written Document Translation/Large Print/Braille Request

Step 1: Contact our translation service and ask for an estimate.

Step 2: Contact Title VI coordinator for approval. Depending on resources available WAMPO will provide vital documents and will make them available through wampo.org.

Step 3: If the translation was approved let the requester know the time frame. WAMPO will make every effort to fulfill request, but if resources were not available let them know that because of resource availability we are unable to fulfill their request but they can access the material on our website and use online resources to view them in different languages ([Translate documents & websites - Computer - Google Translate Help](#)).

Step 4: Document the information provided, requested, how long the interaction lasted, and the contact information of the LEP individual and save on our Communication folder (T:\Communication\Translation & Interpretation\LEP)

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Appendix D: Translation Service

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HolaDoctor Rate Schedule for WAMPO

Written Translation Services

Services Description: Translation from English – Core Languages	Per Source New Word Rate
TRANSLATION - SPANISH FOR THE US	\$0.10
TRANSLATION FOR ASIAN LANGUAGES	\$0.165
TRANSLATION TO OTHER LANGUAGES	\$0.19

- Translation- Memory Breakdown For 100% Match & Repetition - 33% less than the new word rate
- Rates for other languages are available upon request
- 15% Rush fee
- \$45 Minimum Fee

Oral Interpretation Services

Interpreting Services Description	Rate
On-site Interpreting/Consecutive – Spanish - per hour (2-hour minimum)	\$74.00
On-site Interpreting/Consecutive – All other Languages - per hour (2-hour minimum)	\$85.00
On-site Interpreting/Simultaneous – Spanish – per hour (2-hour minimum)	\$80.00
On-site Interpreting/Simultaneous – All other Languages – per hour (2-hour minimum)	\$95.00
American Sign Language – per hour (2-hour minimum)	\$95.00
Over-the phone Interpreting (OPI) - Spanish – (No minimum required) - per minute	\$0.65
Video Remote Interpreting/Consecutive – All Languages – per minute	\$0.95
Video Remote Interpreting/Simultaneous - ALS – per hour (1 hour minimum)	\$80.00

Tel 888-Hola911 (888-465-2911) | Email translation@holadoctor.net | <https://holadoctor.net>

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- **OPI Available 24 hours a day, 7 days a week.** No additional fees: holidays, weekends or after-hours.
- Minimum In-person interpreting: 2-hour minimum per assignment, Rates will be prorated in 30-minute increments after the two-hour minimum
- Mileage fee: No minimum applies. However, the maximum mileage for each assignment is 150 miles.
- 2-hour cancellation fee applies if appointment is cancelled within 24 hours of appointment time.
- For simultaneous interpretation, 2 interpreters needed after two hours

Other Services

Other Services Description	Rate
Usability Testing / per hour	\$80.00
Website QA / per hour	\$70.00
DTP-Formatting / per hour	\$40.00
Graphic Design / per hour	\$40.00
Proofreading – only / per hour	\$55.00
Editing – only / per hour	\$60.00
Cultural Adaptation / per hour	\$75.00
Medical Review / per hour	\$75.00
Reading level adaptation / per hour	\$75.00
Subtitling / per minute	\$20.00
Voice Over/ per minute (a narrative voice) + Broadcast rights	\$35.00
Dubbing/per minute (services are recorded by professional voice actors who mimic the expression, tone, and lip sync of the actor on screen, but in a different language) + Broadcast rights.	\$60.00
Braille /per page + shipping	\$15.00

Tel 888-Hola911 (888-465-2911) | Email translation@holadoctor.net | <https://holadoctor.net>

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Glossary

American Sign Language Interpretation (ASL)	The interpreter uses hand signs, facial expressions, and body postures to communicate, to facilitate communication between deaf individuals and those who are hearing. Interpreters interpret between two distinct languages— American Sign Language (ASL) and English. It can be provided in Two ways: simultaneously and consecutively.
Cultural Adaptation	It is the process of adjusting content to the intended audience by incorporating their cultural heritage, language, and ethnicity. It is about finding cultural equivalents (e.g. words, examples, pictures), so that information is accurate, but more relevant and understandable to the diverse cultural audience (CAMH, 2007).
Consecutive Interpreting	Consecutive Interpretation is done by the interpreter when the speaker finishes his/her speech or sentences. The interpreter then reproduces what the speaker has said for the audience.
DTP (Desktop Publishing)	It includes the formatting of the translated text to correspond to the customer’s page layout. Typically, this fee corresponds to design, images adaptation, recreation and layout.
Editing	It is a process intended to improve the quality of the translated documents to enhance its flow, structure and visual appearance.
Graphic Design	Includes adapting or modifying graphic images (such as website icons) to implement the translation of English content.
Medical Review	Includes having the customer’s files reviewed by a medical doctor directly in the target language to make sure translation of content is medically accurate.
Minimum Fee	Minimum charge collected for projects containing less than 300 words without DTP.
New Word	It is defined as a word never used in a phrase previously translated by HolaDoctor.
Project Management	It includes those tasks required to coordinate and manage a translation order on behalf of the client.
Proofreading	It is the process of correcting errors regarding grammar, spelling and punctuation. It implies a deep knowledge of the target language.
Reading Level Adaptation	Involves choosing simpler sentence structures and terminology to target a wider range of readers. Reading levels can only be lowered within certain parameters for liability reasons.
Repeat Word	It is defined as a word used in a phrase previously translated by HolaDoctor and where the phrase has a “match rate” of 85 percent or higher. The ratio of “repeat” to total words would be calculated when each Translation Order is completed.

Rush Fee	Charge collected when the translation job must be completed faster than the Standard Turnaround Times.
Simultaneous Interpreting	In simultaneous interpreting the interpreter analyzes and reproduce the speaker’s words in another language, all in real time. You can use it to enable people to listen to a speaker in real time, despite the listeners not understanding the language the speaker is using. It allows communication to flow and the speaker to deliver their words naturally, without having to keep stopping and starting while the interpreter catches up.
Video Remote Interpreting (VRI)	VRI connects multiple parties together without an interpreter physically present. VRI works by connecting an interpreter, who is equipped with a headset and video camera, with people who need assistance with communicating in various languages.
Braille	A writing system for the blind based on touch reading made up with raised dots representing the alphabet letters. It is read by moving the hand(s) from left to right along each line.

Appendix E: Staff Contact Information

Staff	Organization	Language	Proficiency Level	Email	Phone
Dora Gallo	WAMPO	Spanish/ASL	Fluent in Spanish Knows some ASL	Dora.Gallo@wampo.org	316-779-1315
Marcela Quintanilla	WAMPO	Spanish	Fluent	Marcela.Quintanilla@wampo.org	316-779-1321
Christina Rieth	MAPD	Spanish	Fluent	CRieth@wichita.gov	316-268-4392
Nick Flanders	WAMPO	Spanish	Knows some Spanish	Nicholas.Flanders@wampo.org	316-779-1318
Emily Thon	WAMPO	ASL	Knows some ASL	Emily.Thon@wampo.org	316-779-1313

Last Updated: 6/6/22



Agenda Item 4B: Update ITS Equipment Maps

Alicia Hunter, Senior Transportation Planner
Tom Hein, KDOT

Background:

Tom Hein is WICHway Manager for Kansas Department of Transportation's (KDOT's) Intelligent Transportation System (ITS) and will present on the topic of ITS and Transportation Systems Management and Operations (TSMO). ITS is the application of technology to communicate real-time traveler information in order to increase mobility and the safety of the transportation system. TSMO are strategies focused on operational improvements with the goal of getting the most performance out of the existing transportation facilities.

WICHway maintains a live online website to view the most current traffic events monitored through ITS technology. WICHway is the Intelligent Transportation System (ITS) for the highway network in Wichita, Kansas. It is owned and operated by KDOT in cooperation with many partners including Sedgwick County, City of Wichita, City of Derby, Kansas Highway Patrol, Kansas Turnpike Authority, Wichita Area Metropolitan Planning Organization, and Federal Highway Administration.

www.WICHway.org

With support from KDOT, WAMPO staff have created ITS equipment maps. These maps highlight the location of ITS equipment such as cameras and dynamic messaging signs. WAMPO will utilize these maps to visually communicate and inform the public on ITS equipment in the WAMPO region.

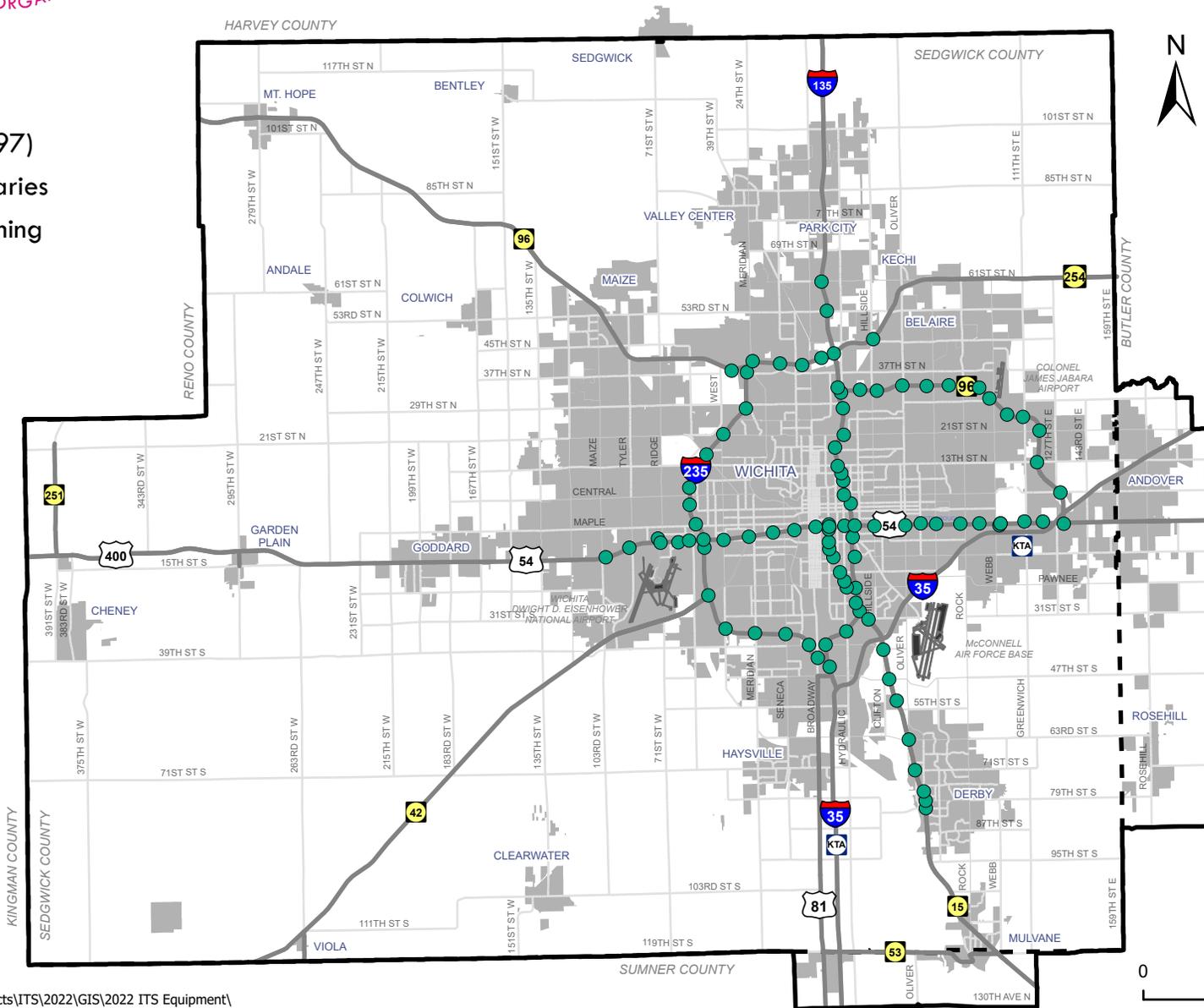
Attachment:

- ITS Equipment Maps



Intelligent Transportation System (ITS) Cameras

- ITS Cameras (97)
- County Boundaries
- ▭ WAMPO Planning Boundary

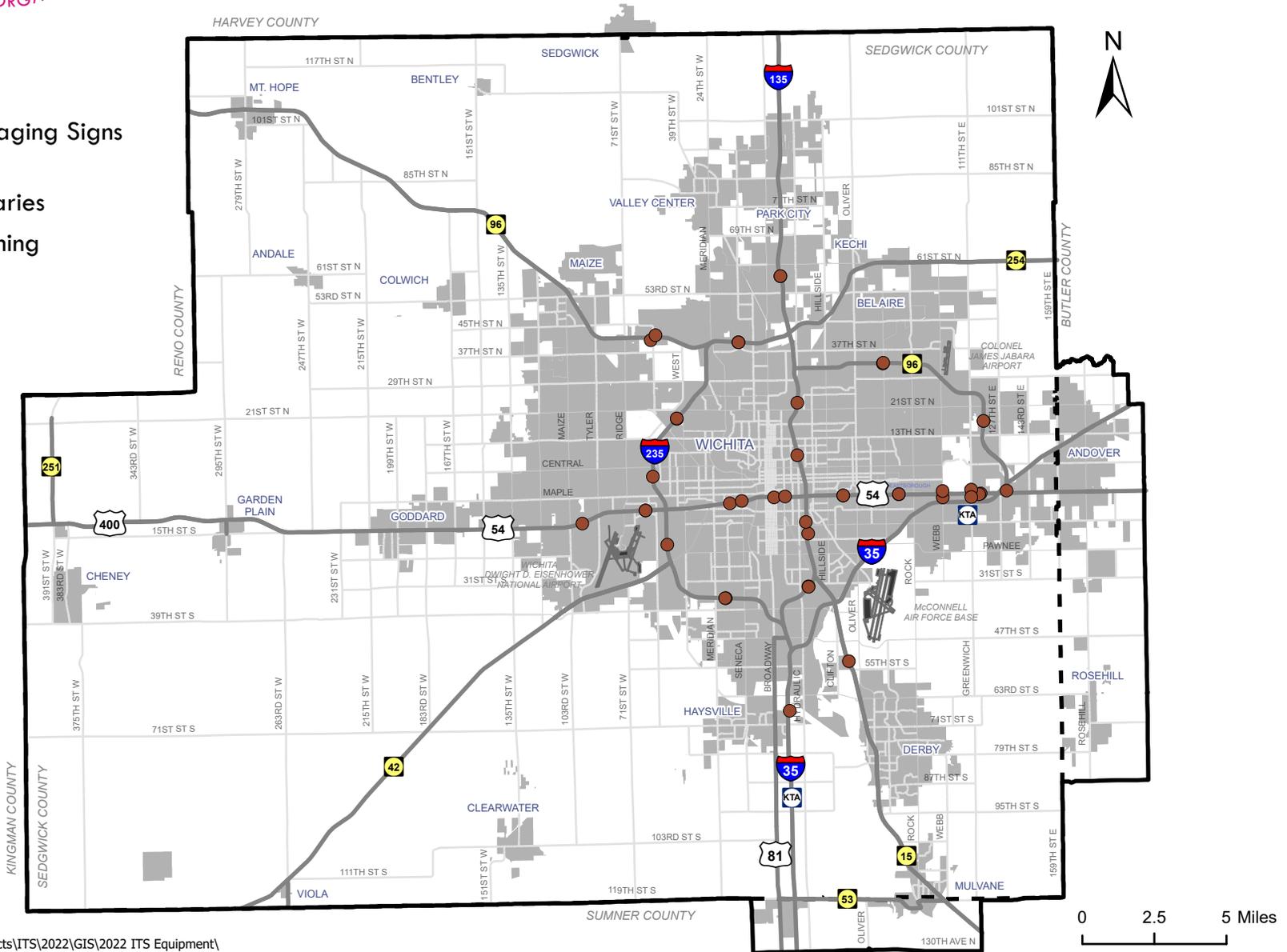


Source: WICHway
 Produced by: WAMPO
 Date Exported: 6/20/2022
 Folder: T:\Plans & Projects\Special Projects\ITS\2022\GIS\2022 ITS Equipment\
 The information shown on this map is compiled from various sources made available to us which we believe to be reliable.



Intelligent Transportation System (ITS) Dynamic Messaging Signs (DMS)

- Dynamic Messaging Signs (42)
- ▭ County Boundaries
- ▭ WAMPO Planning Boundary



Source: WICHway
 Produced by: WAMPO
 Date Exported: 6/20/2022
 Folder: T:\Plans & Projects\Special Projects\ITS\2022\GIS\2022 ITS Equipment\
 The information shown on this map is compiled from various sources made available to us which we believe to be reliable.



Agenda Item 4C: Update Existing and Future Bikeways

Ashley Bryers, Transportation Planning Manager
Eldon Taskinen, Transportation Planning Intern

Background:

Bicycles are an important alternative to automobiles in the WAMPO region's transportation network, providing both transportation and recreation. In the Wichita metropolitan area, bicycles are a popular and effective mode of nonmotorized transportation. Bicycles release zero emissions and can cover long distances much faster than a pedestrian could. However, bicycle riders risk injury when traveling on busy roads that are not designed to accommodate them, which can turn many prospective bicycle riders off the idea. To inform and encourage bicycling in the region, WAMPO staff have been working to create a comprehensive map of existing and future bikeways in the WAMPO region, including all of the communities in the region, both big and small.

WAMPO's Existing and Future Bikeway Map:

The map WAMPO staff have developed of existing and future bikeways is based on plans and maps provided by individual communities. These plans and maps were then condensed into a single map of the entire WAMPO region. That map was then sent to each community for confirmation and further edits. Once finished, WAMPO's intention is to use this comprehensive bikeway map for the regional active-transportation planning process in 2022-2023, as well as make it available online for the public to access. A web-map version is in development here: <https://wampo.maps.arcgis.com/apps/inline/view/index.html?appid=f1c76a139b8e4d868ede97d1e3290203>

The map under development distinguishes between different types of bikeways. For example, sidepaths are road-adjacent, above-the-curb, paved paths that are at least 8 feet wide, accommodating both bicycle riders and pedestrians. Meanwhile, shared-use paths are similar in design to sidepaths, but are not road-adjacent, which is significant for bicycle riders who want to avoid biking next to a roadway. There are eight different bikeway classifications on the map, including four classifications of on-road bikeways (bicycle lanes, marked/signed shared lanes, bicycle boulevards, and paved shoulders) and four classifications of off-road bikeways (shared-use paths, sidepaths, unpaved trails, and mountain-bicycle trails).

Some communities' planning documents map prospective locations of future bikeways. While these bikeway projects all have different levels of prioritization, and many are years from being started, the hope is that sharing their locations with the public will result in early feedback on prospective bikeways and also build excitement for the future of bicycle accessibility around the region.

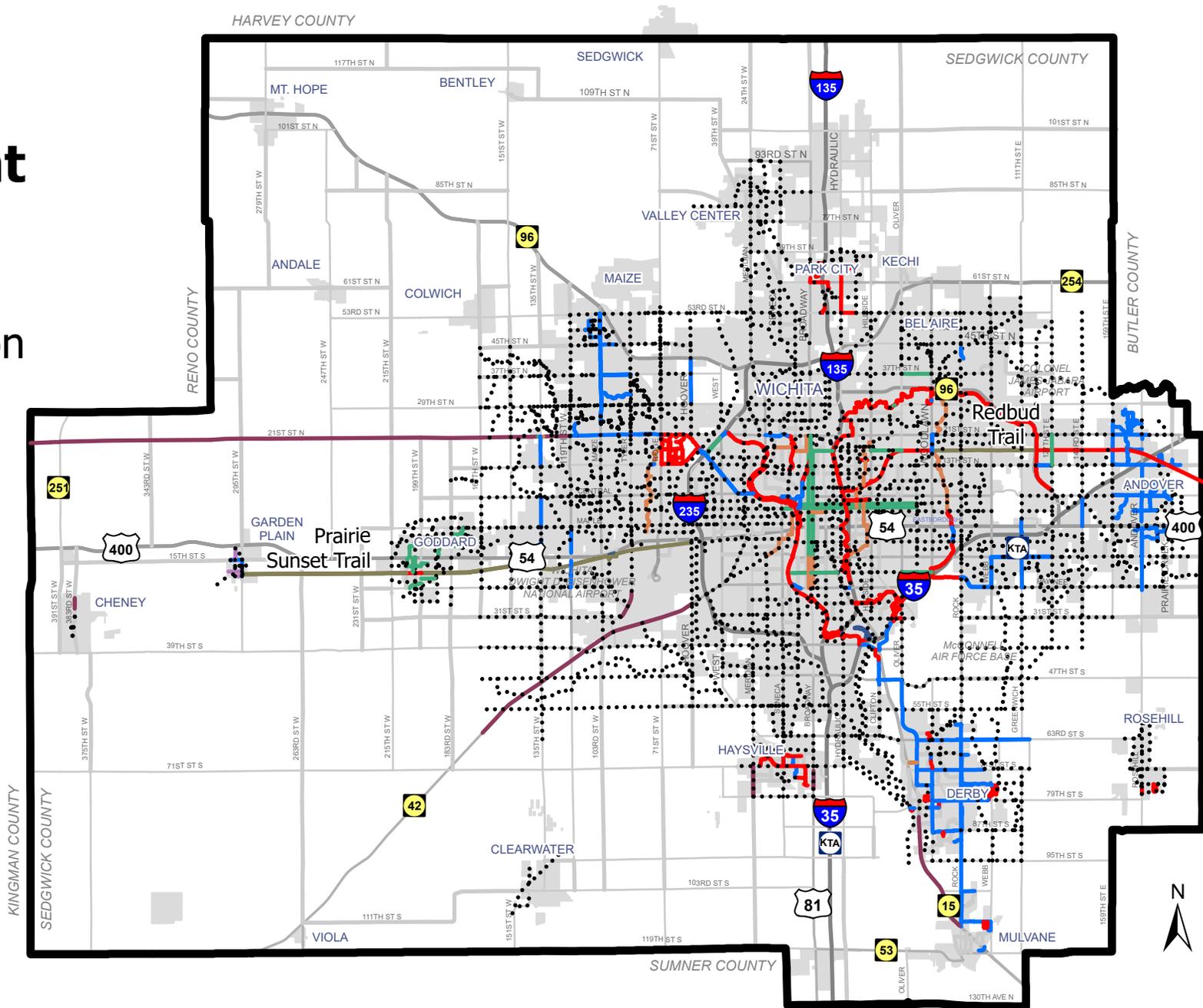
Attachment:

- [2022 Existing and Future Bikeways in WAMPO Region](#)



2022 Current and Future Bikeways in WAMPO Region

- Shared Use Path
- Sidepath
- Bicycle Lane
- Marked/Signed Shared Lane
- Bicycle Boulevard
- Paved Shoulder
- Unpaved Trail
- Mountain Bicycle
- ⋯ Planned Future
- WAMPO Planning Area



Source: Various bike/ped maps from the WAMPO region
 Produced by: WAMPO
 Date Exported: 6/21/2022
 Folder: T:\WAMPO GIS\Bike Ped\2022_Bike-Ped Trails\MapDocs\
 The information shown on this map is compiled from sources made available to us, which we believe to be reliable.





**Agenda Item 4D: Update
Critical Urban Freight Corridors (CUFCs)**
Ashley Bryers, Transportation Planning Manager
Nick Flanders, Senior Transportation Planner

Background:

The federal government has asked each State to designate portions of its roadway system as Critical Rural Freight Corridors (CRFCs, outside of Metropolitan Planning Organization (MPO) urbanized areas) or as Critical Urban Freight Corridors (CUFCs, within MPO urbanized areas and designated cooperatively by MPOs and the State). The State of Kansas is permitted to designate up to 300 miles of CRFCs and up to 150 miles of CUFCs within its borders. The last time CRFCs and CUFCs were designated in Kansas, in 2017-2018, the limits were only 150 miles and 75 miles, respectively. According to the Kansas Freight Plan, there are currently 141.9 miles of CRFCs and 67.4 miles of CUFCs designated in Kansas, including 33.6 miles of CUFCs within the WAMPO Urbanized Area Boundary (UAB).

The Kansas Department of Transportation (KDOT) has asked each Kansas MPO (including WAMPO) to provide an initial list of recommended CUFCs within its urbanized area. A public roadway in an urbanized area may qualify as a CUFC if it does any of the following:

- Connects an intermodal freight facility (e.g., airport, seaport, rail terminal) to either the Primary Highway Freight System (PHFS, I-35 and I-135 in the WAMPO region), the rest of the Interstate System (e.g., I-235), or another intermodal freight facility
- Is in the corridor of a route of the PHFS and serves as an important alternative to that route for goods movement
- Serves a major freight generator, logistics center, or manufacturing/warehouse industrial land
- Is otherwise deemed important to the movement of freight within the region

WAMPO-Staff CUFC Recommendations to KDOT:

WAMPO staff have prepared a list of public roadways within the Urbanized Area Boundary to recommend to KDOT for CUFC designation. All nine current CUFCs within the WAMPO UAB (33.6 miles) are recommended for retention, and eighteen other corridors (62 miles) are recommended to be added, for a total of 95.6 miles. Because the statewide limit of 150 miles of CUFCs covers multiple MPOs, WAMPO staff do not expect all of the recommended corridors to be accepted as CUFCs. With that in mind, the recommended new CUFCs are listed in priority order.

Current WAMPO CUFCs (All Recommended to Be Kept)

Road Name	From	To	Miles
Eisenhower Airport Connector	US-54/400	Airport	1.5
US-54/400	135th St. W	I-35 Interchange	17.5
21st St. N	Broadway	I-135	1.0
29th St. N	Broadway	I-135	1.0
North Broadway	I-235	13th St. N	3.5
K-15	I-135	Meadowlark Blvd. (71st St. S)	5.6
61st St. N	Floodway Bridge	I-135	1.0
Hydraulic Ave.	37th St. N	I-135	1.0
West St.	US-54/400	K-42	1.5



Agenda Item 4D: Update
Critical Urban Freight Corridors (CUFCs)
 Ashley Bryers, Transportation Planning Manager
 Nick Flanders, Senior Transportation Planner

Recommended New WAMPO CUFCs

Priority Order	Road Name	From	To	Miles
1	US-54/400	231st St. W	135th St. W	6.0
2	US-54/400	I-35 Interchange	Meadowlark Rd.	5.0
3	K-96	US-54/400	I-135	10.6
4	MacArthur Rd.	I-235	K-15	2.5
5	13th St. N	Broadway	I-135	0.9
6	K-53	Arkansas River	K-15	2.3
7	K-15	US-54/400	I-135	3.0
8	K-42	I-235	West St.	0.6
9	West St.	K-42	I-235	1.4
10	Pawnee St.	West St.	Meridian Ave.	1.0
11	K-42	West St.	US-54/400	1.8
12	North Broadway	61st St. N	I-235	2.6
13	77th St. N	Broadway	I-135	0.5
14	North Broadway	77th St. N	61st St. N	2.0
15	53rd St. N	Broadway	Hydraulic Ave.	1.0
16	K-254	I-135	127th St. E	8.4
17	K-42	Macarthur Rd.	I-235	4.5
18	K-15	Meadowlark Blvd. (71st St. S)	140th Ave. N	8.1

Rationales for Recommended New WAMPO CUFCs

- US-54/400, 231st St. W to 135th St. W:** Serves Dillon's distribution center in Goddard; extends portion of US-54/400 considered a CUFC to western edge of Urbanized Area Boundary because it is the primary east-west corridor in/out/through Wichita, including to Garden City, KS and Dodge City, KS (the Interstates in the WAMPO region only go to the north, south, and northeast); was recommended by WAMPO to be a CUFC in 2017, but not ultimately designated one.
- US-54/400, I-35 Interchange to Meadowlark Rd.:** Extends portion of US-54/400 considered a CUFC to eastern edge of Urbanized Area Boundary because it is the primary east-west corridor in/out/through Wichita, including to Augusta, KS (the Interstates in the WAMPO region only go to the north, south, and northeast); was recommended by WAMPO to be a CUFC in 2017, but not ultimately designated one.
- K-96, US-54/400 to I-135:** Provides an alternate connection between I-135 and I-35 & US-54/400, traveling around the denser core area of Wichita, on the east side; serves Colonel James Jabara Airport; serves numerous commercial and industrial properties (e.g., Koch Industries); KDOT plans to expand it from four lanes to six lanes, likely increasing its usage.
- MacArthur Rd., I-235 to K-15:** Links Spirit Aerosystems (the WAMPO region's largest industrial employer) and other properties along K-15 to I-235, very close to where I-235 connects to I-135 and I-35, creating an alternate route for accessing I-135 and I-35.
- 13th St. N, Broadway to I-135:** Connects to I-135; in close proximity to intermodal rail/truck facilities and other industrial properties; provides access to Broadway, which provides an alternate route to I-135.
- K-53, Arkansas River to K-15:** Serves a rail/truck intermodal facility; extends eastward to K-15 and westward (past the edge of the Urbanized Area Boundary) to an interchange with I-35.



Agenda Item 4D: Update

Critical Urban Freight Corridors (CUFCs)

Ashley Bryers, Transportation Planning Manager

Nick Flanders, Senior Transportation Planner

7. **K-15, US-54/400 to I-135:** Provides an alternate route to I-135 through south Wichita; serves numerous commercial and industrial properties; runs alongside an active railroad line.
8. **K-42, I-235 to West St.:** Connects the south end of the existing CUFC of "West St., US-54/400 to K-42" to I-235.
9. **West St., K-42 to I-235:** Serves numerous industrial and freight facilities, including a UPS facility; provides another connection between the existing CUFC of "West St., US-54/400 to K-42" and I-235.
10. **Pawnee St., West St. to Meridian Ave.:** Serves numerous industrial and freight facilities; serves a small airport (Westport Airport-71K); connects to existing CUFC of "West St., US-54/400 to K-42".
11. **K-42, West St. to US-54/400:** Serves numerous industrial properties; provides an alternate route between US-54/400 and nearby industrial and freight facilities along West St. and Pawnee St.
12. **North Broadway, 61st St. N to I-235:** Provides an alternate route to I-135 north of I-235; serves numerous industrial, warehouse, and freight-oriented properties; connects to the existing CUFCs of "61st St. N, Floodway Bridge to I-135" and "North Broadway, I-235 to 13th St. N".
13. **77th St. N, Broadway to I-135:** Connects new, large Amazon warehouse to I-135.
14. **North Broadway, 77th St. N to 61st St. N:** Connects new, large Amazon warehouse to I-135.
15. **53rd St. N, Broadway to Hydraulic Ave.:** Provides access to I-135 from industrial properties on either side of it; provides an additional connection between I-135 and the alternate route of North Broadway.
16. **K-254, I-135 to 127th St. E:** Connects I-135 and I-235 (on the western end) to the eastern edge of the Urbanized Area Boundary, beyond which is El Dorado, KS.
17. **K-42, Macarthur Rd. to I-235:** Connects I-235 to alternate access points to Eisenhower Airport; serves Textron Aviation; serves other industrial properties; serves a FedEx Freight facility; extends to the southwestern edge of the Urbanized Area Boundary, providing access to points beyond.
18. **K-15, Meadowlark Blvd. (71st St. S) to 140th Ave. N:** Extends existing CUFC of "K-15, I-135 to Meadowlark Blvd. (71st St. S)" to the southeast through the remainder of Derby and Mulvane (where there is a rail/truck intermodal facility on K-53) and to the southeastern edge of the Urbanized Area Boundary, providing access to points beyond; runs alongside an active railroad line.

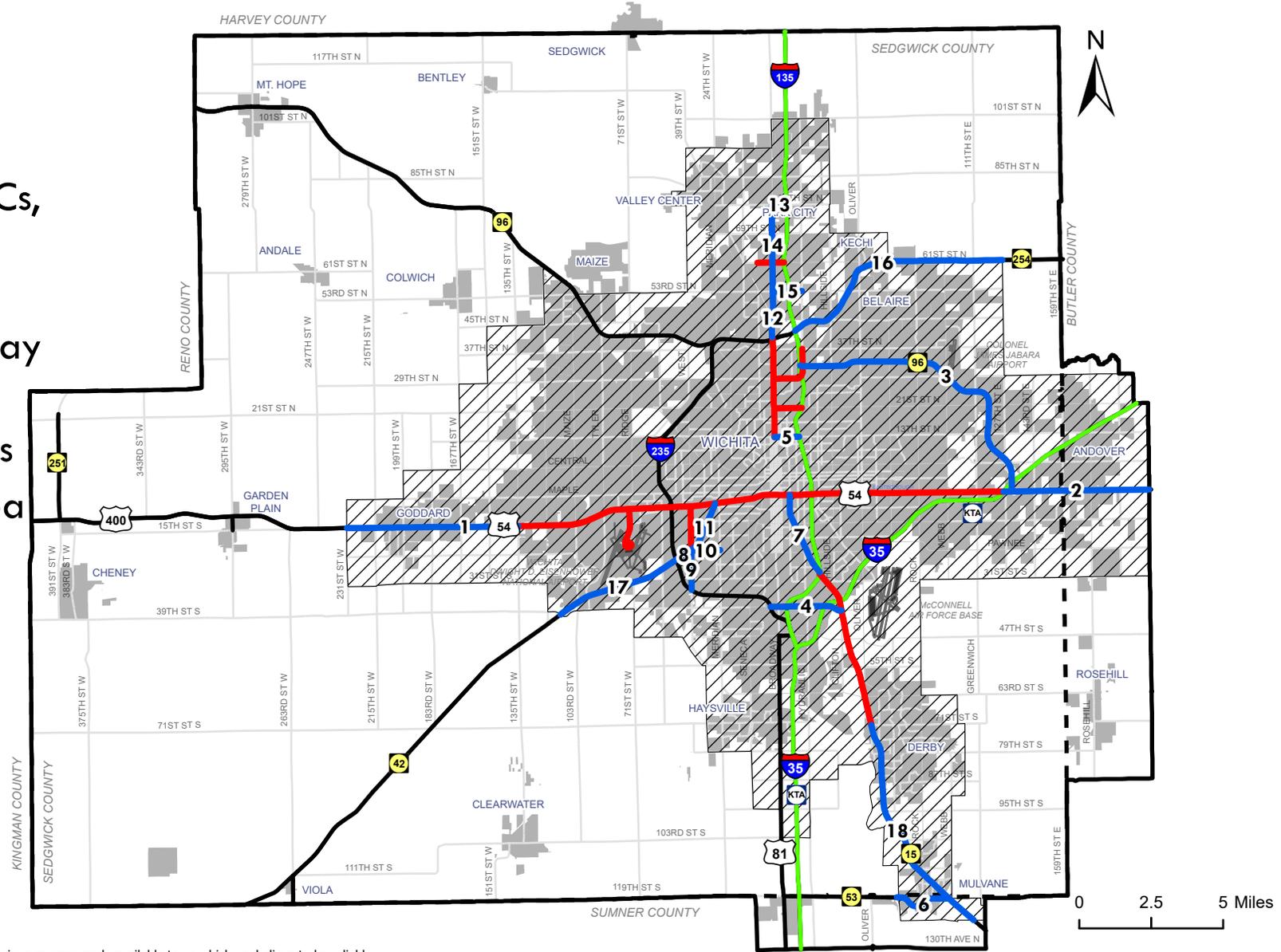
Attachment:

- [**Map of WAMPO-Staff-Recommended CUFCs**](#)



Critical Urban Freight Corridors (CUFCs) Existing & Proposed

- Existing CUFCs
- Proposed CUFCs, with Priority Order
- Primary Highway Freight System
- State Highways
- Urbanized Area Boundary
- County Boundaries



Source: WAMPO
 Produced by: WAMPO
 Date Exported: 6/21/2022
 Folder: T:\Plans & Projects\Freight\CUFC\CUFCRec\
 The information shown on this map is compiled from various sources made available to us which we believe to be reliable.



WAMPO-REGION POPULATION TRENDS, 1900-2020

Population	1900	1910	1920	1930	1940	1950	1960	1970	1980	1990	2000	2010	2020
Wichita	24,671	52,450	72,217	111,110	114,966	168,279	254,698	276,554	279,272	304,011	344,284	382,368	397,532
Derby	-	235	247	294	256	432	6,458	7,947	9,786	14,699	17,807	22,158	25,625
Andover	-	-	-	-	-	-	186	1,880	2,801	4,047	6,698	11,791	14,892
Haysville	-	-	-	-	-	-	5,836	6,483	8,006	8,364	8,502	10,826	11,262
Park City	-	-	-	-	-	-	2,687	2,529	3,778	5,050	5,814	7,297	8,333
Bel Aire	-	-	-	-	-	-	-	-	-	3,695	5,836	6,769	8,262
Valley Center	343	381	486	896	700	854	2,570	2,551	3,300	3,624	4,883	6,822	7,340
Mulvane	667	1,084	1,239	1,042	940	1,387	2,981	3,185	4,254	4,674	5,155	6,111	6,286
Maize	-	-	189	229	198	266	623	785	1,294	1,520	1,868	3,420	5,735
Goddard	225	225	255	255	248	274	533	955	1,427	1,804	2,037	4,344	5,084
Rose Hill	-	-	-	-	-	-	273	387	1,557	2,399	3,432	3,931	4,185
Clearwater	368	569	647	669	591	647	1,073	1,435	1,684	1,875	2,178	2,481	2,653
Kechi	-	-	-	-	-	-	245	229	288	517	1,038	1,909	2,217
Cheney	429	734	636	669	714	777	1,101	1,160	1,404	1,560	1,783	2,094	2,181
Colwich	225	258	262	260	284	339	703	879	935	1,091	1,229	1,327	1,455
Garden Plain	-	296	361	336	323	323	560	678	775	731	797	849	948
Andale	-	237	259	255	289	316	432	500	538	566	766	928	941
Mount Hope	327	519	513	466	442	473	539	665	791	805	830	813	806
Eastborough	-	-	-	-	312	708	1,001	1,141	854	896	826	773	756
Bentley	-	-	-	-	-	-	204	260	311	360	368	530	560
Sedgwick**	85	86	100	114	101	100	150	149	202	197	211	192	194
Viola	-	156	173	159	131	132	203	193	199	185	211	130	115
Sedgwick County*	16,826	16,076	14,890	19,778	22,998	47,252	61,213	43,035	48,259	48,345	47,447	37,214	36,474
Butler County*	1,316	2,184	2,755	4,073	4,281	6,641	9,795	8,210	6,592	5,613	3,399	2,666	2,344
Sumner County*	107	183	256	531	589	927	1,268	1,269	1,147	1,265	1,436	1,233	1,050
WAMPO Region	45,589	75,673	95,485	141,136	148,363	230,127	355,332	363,059	379,454	417,893	468,835	518,976	547,230

*Unincorporated portion inside of 2021 WAMPO boundary

**Portion of city inside of 2021 WAMPO Boundary

	Last Census year before incorporation
	El Paso City

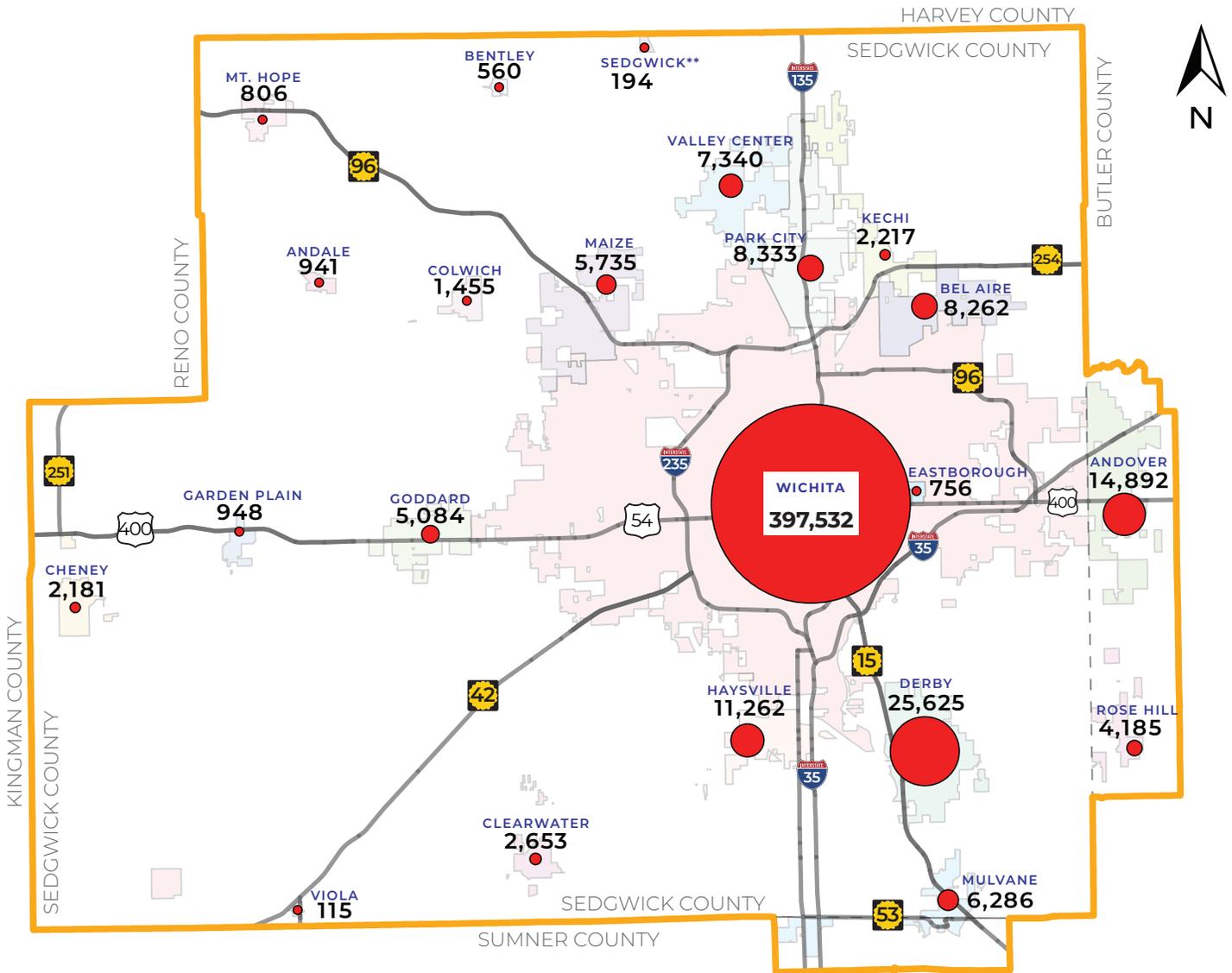
Populations of Entire Counties

Population	1900	1910	1920	1930	1940	1950	1960	1970	1980	1990	2000	2010	2020
Sedgwick County	44,037	73,095	92,234	136,330	143,311	222,290	343,231	350,694	366,531	403,662	452,869	498,365	523,824
Butler County	23,363	23,059	43,842	35,904	32,013	31,001	38,395	38,658	44,782	50,580	59,482	65,880	67,380
Sumner County	20,812	30,271	25,631	30,654	29,213	23,646	25,316	23,553	24,928	25,841	25,946	24,132	22,382

Source: 1900-2020 US Decennial Censuses



WAMPO REGION 2020 POPULATION



WAMPO Region Total Population: 547,230

Unincorporated Population: 39,868

**Portion of population within WAMPO boundary



WAMPO Transportation Acronym Glossary

Terms	Definition	Terms	Definition
AADT	Annual Average Daily Traffic	MPA	Metropolitan Planning Area
AASHTO	American Association of State Highway and Transportation Officials	MPO	Metropolitan Planning Organization
ADA	Americans with Disabilities Act	MSA	Metropolitan Statistical Area
ALOP	Annual List of Obligated Projects	MTP	Metropolitan Transportation Plan
AMPO	Association of Metropolitan Planning Organizations	NAAQS	National Ambient Air Quality Standards
APA	American Planning Association	NEPA	National Environmental Policy Act
ASCE	American Society of Civil Engineers	NHS	National Highway System
ATC	Active Transportation Committee	NHTSA	National Highway Traffic Safety Administration
CMAQ	Congestion Mitigation and Air Quality	PE	Preliminary Engineering
CPG	Consolidated Planning Grant	PPP	Public Participation Plan
CPM	Congestion Management Process	PSC	Project Selection Committee
CRRSAA	Coronavirus Response and Relief Supplemental Appropriations Act	REAP	Regional Economic Area Partnership
CUFC	Critical Urban Freight Corridor	RFP	Request for Proposals
DBE	Disadvantaged Business Enterprise	ROW	Right of Way
DOT	Department of Transportation	RPSP	Regional Pathways System Plan
EIS	Environmental Impact Statement	SCAC	Sedgwick County Association of Cities
EJ	Environmental Justice	SOV	Single Occupancy Vehicle
EPA	Environmental Protection Agency	SRTS	Safe Routes to School
FC	Functional Classification	STBG	Surface Transportation Block Grant
FFY	Federal Fiscal Year	STIP	State Transportation Improvement Program
FHWA	Federal Highway Administration	STP	Surface Transportation Program
FTA	Federal Transit Administration	TA	Transportation Alternatives
GIS	Geographic Information System	TAB	Transit Advisory Board
HIP	Highway Infrastructure Program	TAC	Technical Advisory Committee
HOV	High Occupancy Vehicle	TAZ	Traffic Analysis Zone
HSIP	Highway Safety Improvement Program	TDM	Travel Demand Model
IKE	Kansas Eisenhower Legacy Program	TIP	Transportation Improvement Program
ITE	Institute of Transportation Engineers	TMA	Transportation Management Area
ITS	Intelligent Transportation System	TPB	Transportation Policy Body
KDOT	Kansas Department of Transportation	TRB	Transportation Research Board
LEP	Limited English Proficiency	UAB	Urbanized Area Boundary
LOS	Level of Service	UPWP	Unified Planning Work Program
L RTP	Long Range Transportation Plan	VMT	Vehicle Miles Traveled
MAPC	Wichita-Sedgwick County Metropolitan Area Planning Commission	WAMPO	Wichita Area Metropolitan Planning Organization
MAPD	Wichita-Sedgwick County Metropolitan Area Planning Department	WSCAAB	Wichita-Sedgwick County Access Advisory Board

2022 TAC Representatives and Contact Information			
VOTING MEMBERS & ALTERNATES	REPRESENTATIVES	MEMBER EMAIL	ALTERNATE EMAIL
Air Quality Representative	Nina Rasmussen	nrasmussen@wichita.gov	
Butler/Sumner Counties Representative	Les Mangus	lmangus@andoverks.com	
City of Wichita Representative	Gary Janzen	gjanzen@wichita.gov	
City of Wichita Representative	Mike Armour	marmour@wichita.gov	
City of Wichita Representative	Shawn Mellies	smellies@wichita.gov	
Coordinated Transit District #9 Representative	Annette Graham, alt. Dorsha Kirksey	annette.graham@sedgwick.gov	dorsha.kirksey@sedgwick.gov
Economist Representative	Jolene Graham	jgraham@maizeks.gov	
Kansas Department of Transportation (KDOT)	Allison Smith, alt. Matt Messina	allison.smith@ks.gov	Matthew.Messina@ks.gov
Kansas Department of Transportation (KDOT)	Tom Hein	tom.hein@ks.gov	
Public Health Representative	Elizabeth Ablah	eablah@kumc.edu	
Regional Economic Area Partnership (REAP)	Laura Rainwater, alt. Keith Lawing	lrainwater@workforce-ks.com	klawing@workforce-ks.com
Kansas Turnpike Administration	Glen Scott, alt. David Jacobson	gscott@ksturnpike.com	djacobson@ksturnpike.com
Regional Pathways Representative	Jack Brown	jbrown4@kumc.edu	
Sedgwick County Association of Cities (SCAC)	Dan Squires	dansquires@derbyweb.com	
Sedgwick County Association of Cities (SCAC)	Danielle Gabor	dgabor@haysville-ks.com	
Sedgwick County Association of Cities (SCAC)	Justin Shore	jshore@clearwaterks.org	
Sedgwick County Representative	Jim Weber, alt. Lynn Packer	jim.weber@sedgwick.gov	Lynn.Packer@sedgwick.gov
Transportation Policy Body (TPB) Representative	Burt Ussery, TAC Chair	busser@clearwaterks.org	
Urban Land Use Planning Representative	Mary Hunt, alt. Matt Williams	mmhunt@wichita.gov	mawilliams@wichita.gov
Wichita Transit Representative	Raven Alexander, alt. Tonja Howard	ralexander@wichita.gov	thoward@wichita.gov
VACANT MEMBER POSITIONS			
Large Freight Representative	Vacant		
Rail Freight Representative	Vacant		
Technology Representative	Vacant		
WAMPO Representative - appointed by TPB	Vacant		
NON-VOTING MEMBERS & ALTERNATES	REPRESENTATIVES	MEMBER EMAIL	ALTERNATE EMAIL
KDOT - Wichita Metro Office Representative	Don Snyder	donald.snyder@ks.gov	
Federal Highway Administration	Cecelie Cochran	cecelie.cochran@dot.gov	
Federal Transit Administration	Eva Steinman, alt. Daniel Ngyen	eva.steinman@dot.gov	daniel.nguyen@dot.gov
WAMPO Representative	Chad Parasa	chad.parasa@wampo.org	
WAMPO Representative	Ashley Bryers	Ashley.Bryers@wampo.org	
WAMPO Representative	Nicholas Flanders	Nicholas.Flanders@wampo.org	
WAMPO Representative	Dora Gallo	Dora.Gallo@wampo.org	
WAMPO Representative	Mark Kruep	Mark.Kruep@wampo.org	
WAMPO Representative	Marcela Quintanilla	Marcela.Quintanilla@wampo.org	
WAMPO Representative	Emily Thon	Emily.Thon@wampo.org	
WAMPO Representative	Cailyn Trevaskiss	Cailyn.Trevaskiss@wampo.org	
WAMPO Representative	Eldon Taskinen	Eldon.Taskinen@wampo.org	

*Current quorum is 11 based on appointed positions

Rev 06/17/2022

2022 WAMPO Meeting Schedules



Meeting Location: 271 W. 3rd Street, Suite 203, Wichita, KS 67202 (Or Online)

Transportation Policy Body	Technical Advisory Committee
<i>3:00 pm (unless otherwise stated)</i>	<i>10:00 am (unless otherwise stated)</i>
No January Meeting	January 24, 2022
February 8, 2022	February 28, 2022
March 8, 2022	March 28, 2022
April 12, 2022	April 25, 2022
May 10, 2022	May 23, 2022
June 14, 2022	June 27, 2022
July 12, 2022	July 25, 2022
August 9, 2022	August 22, 2022
September 13, 2022	September 26, 2022
October 11, 2022	October 24, 2022
November 8, 2022	November 28, 2022
December 13, 2022	No December Meeting