

VENTURA COUNTY TRANSPORTATION COMMISSION

**TITLE VI PROGRAM
Title VI of the Civil Rights Act of 1964**



FINAL September 11, 2015
JUNE 1, 2015 – MAY 31, 2018

Contact Information:

Vic Kamhi
Bus Transit Director
Director of Transit

VCTC

950 County Square Drive, Suite 207

Ventura, CA 93003
Office: 805-642-1591
Email: Vkamhi@goventura.org

The preparation of this report has been financed in part through grants from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), U.S. Department of Transportation, under State Planning and Research program Section 104(f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official view or policy of the U.S. Department of Transportation.

Table of Contents

Title VI Notice to the Public	3
List of Locations Where Title VI Notice Is Posted	4
Title VI Compliant Procedures	5
Title VI Complaint Form	7
List of Transit-Related Title VI Investigations	9
Public Participation Plan	10
Summary of Outreach Efforts Made Since 2009 Title VI Submission	14
Language Assistance Plan	16
Table Depicting the Membership of Non-Elected Committees and Councils	29
Description of Subrecipient Monitoring and Schedule of Subrecipient Title VI Program	30
Submissions	
Title VI Equity Analysis – Facility	32
Commission Approval of Resolution #2015-XX	33
Additional Information for Fixed Route Transit Providers	34

VCTC Title VI Notice to the Public

	VCTC Public Notice of Civil Rights
The Ventura County Transportation Commission (VCTC) operates its programs and services without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act of 1964, as amended. Any person who believes he or she has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with VCTC. For additional information on VCTC's civil rights program and procedures to file a complaint, call 1-800-438-1112, visit www.goventura.org, or write to: VCTC, Director of Transit, 950 County Square Drive, Suite 207, Ventura, CA 93003. In addition to the Title VI Complaint process at VCTC, a complainant may file a Title VI complaint with the Federal Transit Administration (FTA), Office of Civil Rights, 1200 New Jersey Avenue, SE, Washington, D.C. 20590.	
	VCTC Aviso al Público de Derechos Civiles
La Comisión del Transporte del Condado de Ventura (VCTC) opera sus programas y servicios sin consideración de raza, color, u origen nacional, de conformidad con Título VI de la Ley de Derechos Civiles de 1964, en su forma enmendada. Cualquier persona que cree que él o ella haya sido agraviado por una práctica discriminatoria ilegal bajo el Título VI puede presentar una queja con VCTC. Para obtener información adicional sobre el programa de derechos civiles de VCTC y los procedimientos para presentar una queja, llame al 1-800-438-1112, visite www.goventura.org, o escribe al: VCTC, Director of Transit, 950 County Square Drive, Suite 207, Ventura, CA 93003. Además del Título VI proceso de VCTC, un reclamante puede presentar una queja del Título VI con la administración federal de tránsito, Federal Transit Administration (FTA), Office of Civil Rights, 1200 New Jersey Avenue, SE, Washington, D.C. 20590.	

List of Locations Where Title VI Is Posted

VCTC Title VI notice to the public is currently posted at the following locations:

Location Name	Address	City
VCTC Main Office	950 County Square Drive	Ventura, CA
VCTC Intercity Revenue Service Vehicles		
Valley Express Revenue Service Vehicles		
VCTC Intercity Schedules		
Valley Express Schedules		
Website	Goventura.org	

Title VI notice and program information is also provided on the VCTC website at:

<http://www.goventura.org/?q=title-vi>

Title VI Complaint Procedures

TITLE VI POLICY

The Ventura County Transportation Commission (VCTC) is committed to ensuring that no person is excluded from participation in, or denied the benefits of its services on the basis of race, color or national origin as protected by Title VI of the Civil Rights Act of 1964, as amended.

No person or group of persons will be discriminated against with regard to fares, routing, scheduling, or quality of transportation service that VCTC furnishes, on the basis of race, color, or national origin. Frequency of service, age and quality of vehicles assigned to routes, and location of routes will not be determined on the basis of race, color or national origin.

HOW TO FILE A COMPLAINT

Any person who believes that he or she has, individually, or as a member of any specific class of persons, been subjected to discrimination on the basis of race, color, or national origin may file a Title VI complaint with VCTC. The complaint must be filed within 180 days of the date of the alleged discrimination. Written complaints may be sent to:

VCTC Director of Transit
950 County Square Drive, Suite 207
Ventura, CA 93003

The "Title VI Complaint Form" is available online at www.goventura.org and should be used to detail the complaint, but is not mandatory. Complaint forms may also be obtained by calling 1- 800-438-1112. In addition to the Title VI complaint process at VCTC, a complainant may file a Title VI complaint with the Federal Transit Administration, Office of Civil Rights, 1200 New Jersey Avenue, SE, Washington, D.C. 20590.

If a complaint is made in a language other than English, the VCTC will translate the complaint through a contracted service, and any response, including requests for additional information and any disposition will be made in both English and the language in which the complaint was made.

HOW COMPLAINTS ARE PROCESSED BY VCTC

All complaints alleging discrimination based on race, color or national origin in a transit service or benefit provided by VCTC and sub-recipients will be recorded by the VCTC Transit Director by updating the "List of Active Investigations, Lawsuits or Complaints". This list shall include the date of the investigation, lawsuit, or complaint was filed; a summary of the

allegation(s); the status of the investigation, lawsuit, or complaint; and actions taken by the recipient or subrecipient in response to the investigation, lawsuit, or complaint. The list shall be made available to FTA upon request and with every VCTC Title VI Program update.

If additional information is needed for assessment or investigation of the complaint, VCTC staff will contact the complainant in writing within fifteen (15) working days of receiving the complaint. Failure of the complainant to provide the requested information by the requested date may result in the administrative closure of the complaint.

VCTC staff will investigate the complaint and prepare a draft written response. If appropriate, VCTC staff may administratively close the complaint.

VCTC staff will investigate a formal Title VI complaint within thirty (30) working days of receiving the complaint. Based upon all of the information received, VCTC staff will prepare a draft written response subject to review by the VCTC Executive Director.

The VCTC Executive Director will determine if the complaint may be administratively closed after the draft is written, or if a final written response is needed. If a final written response is needed, VCTC will send the response to the complainant and advise the complainant of his/her right to file a complaint externally. The complainant also will be notified of the action in writing, and advised of his/her right to appeal the response to federal and state authorities as appropriate.

VCTC will use its best efforts to respond to a Title VI complaint within sixty (60) working days of its receipt of such a complaint.

Please see "Attachment A" for draft letters.

VCTC Title VI Complaint Form

Title VI Complaint Form

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

The requested information will assist us in processing your complaint. Please let us know if you require any assistance in completing this form.

Complete and return this form to: VCTC Transit Director, 950 County Square Drive, Suite 207, Ventura, CA 93003.

1. Complainant's Name _____
2. Address: _____
3. City: _____ State: _____ Zip Code: _____
4. Telephone Number (home): _____ (business): _____
5. Person discriminated against (if someone other than the complainant):
Name _____
Address: _____
City: _____ State: _____ Zip Code: _____
6. Which of the following best describes the reason you believe the discrimination took place? Was it because of your:
a. Race/Color: ☐
b. National Origin: ☐
7. What date did the alleged discrimination take place?

VCTC Title VI Complaint Form, Page 2

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

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

If yes, check each box that applies:

Federal agency ☐ Federal court ☐ State agency ☐
State court ☐ Local agency ☐

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

Name

Address:

City: State: Zip Code:

Telephone Number:

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

Complainant's Signature

Date

List of Transit-Related Title VI Investigations, Complaints, and Lawsuits

The Ventura County Transportation Commission currently has had no Title VI discrimination complaints filed in the past six years.

In 2015 it had one ADA transit-related complaint which was resolved.

Ventura County Transportation Commission

Public Participation Plan



Developed: May 2015

Table of Contents

- 1. Introduction
 - Purposes of This Plan
- 2. Public Participation Process
 - Approach to Public Participation
 - Outreach Requirements and Activities

1. Introduction

Purposes of This Plan

This Public Participation Plan was created during the development of Ventura County Transportation Commission's (VCTC) Title VI Program. This plan includes strategies for VCTC's outreach and participation activities. Of particular importance, this plan includes enhancing strategies for engaging minority and Limited English Proficient (LEP) individuals. This plan provides guidelines for involving the public in VCTC's transportation related planning efforts to ensure that all groups are represented and their needs considered.

VCTC is committed to ensuring it serves the county of Ventura, consistently and in the most cost-efficient and appropriate manner within available resources. Through conversation and collaboration with riders, prospective riders, and the larger surrounding community, VCTC will be able to assess the quality of its service, measure potential impacts to the community from VCTC's transportation related initiatives or proposed initiatives, and ensure that it is providing a valuable and accessible service.

2. Public Participation Process

Approach to Public Participation

The public participation process should be considered at the earliest stages of any transit project that may impact the surrounding community, its riders, and potential riders. As projects vary in time and size, the public participation process may vary for each, as well as the extent of public participation. The following outlines tools and strategies to ensure that public input is invited and all foreseeable impacts to the community are considered.

At the beginning of any project, staff will identify which strategies will be appropriate and effective for that given task, and, develop an approach. For larger projects, those conducted by contractors, part of the RFP requirements and criteria for scoring proposals will include development of that project's public participation process.

Outreach Requirements and Activities

The following activities are intended to serve as guidelines for minimum levels of outreach to ensure that all resident, transit riders and potential transit riders have equal access and opportunity to participate in transportation planning and decision-making. These also provide strategies for soliciting input and engaging various communities.

Minimum Outreach Requirements

- Notice for public events may include posters, email blasts to agency level stakeholders, media releases to local papers, or radio announcements if funding allows.
- Any notices will be posted at least one week prior to the public event.
- Notices may be posted at the VCTC offices, on buses and at bus shelters as is appropriate, at key community centers and transfer locations.
- Information about public participation opportunities will also be posted on VCTC's website at least one week prior to the event.
- Comments will be accepted at public outreach events, by mail, by email and by phone to ensure that all populations have the opportunity to participate.

Outreach Methods to Engage Minority and Limited English Proficient Populations

- VCTC will continue to produce its transit schedules in both English and Spanish
- Notices in Spanish will be developed and posted along with English notices.
- VCTC will continue cultivating relationships with community agencies that serve LEP populations.
- VCTC will distribute event information to community groups and agencies that work with LEP populations, if such contacts exist.
- The VCTC has bilingual English/Spanish staff members who can translate for LEP individuals that call/visit and need language assistance.
- VCTC will ensure that non-English language interpretation will be available at any public transit meeting or transit workshop as is appropriate and necessary.
- Public outreach events may include attending existing community meetings and other community activities in order to invite participation from LEP populations who may not attend VCTC hosted public events.

VCTC annually hold transit listening sessions in the evenings in the Heritage Valley, the City of Oxnard, and the City of Moorpark to review input from the communities, in addition to meeting held at the VCTC meeting site in Camarillo. The Heritage Valley and the City of Oxnard are the two areas in the county with substantial minority and Spanish speaking populations. Bilingual staff participates at all transit related public meetings, and an announcement is made in Spanish as well as English regarding the availability of staff to translate both for and to the LEP attendees.

When the VCCTC considers fare changes, it takes a number of actions, including press releases to all media outlets, including those providing information in other than English, advertises in the Spanish as well as the English newspapers, surveys riders in both English and Spanish, and makes the staff available to community groups and schools. As noted above, the Commission Transit staff works with the community groups who represent and coordinate the low income communities, including ASERT,

CAUSE, One Step Una Vez, as well as more traditional organizations such as the County Housing Authority and the Area Agency on Aging.

As of May 2015, Spanish is the only LEP language that meets the Safe Harbor threshold of 5%. VCTC will continue assessing the language needs of citizens in its service area through its Language Assistance Plan. At the time that another group with limited English proficiency reaches significant mass, VCTC will review this plan and its strategies for engaging with non-English speaking populations.

Summary of Outreach Efforts Made Since 2009 Title VI Submission

Recurring Outreach Efforts

All of the VCTC Intercity and Valley Express schedules are bilingual English/Spanish brochures.

VCTC Intercity schedules are available upon request, as well as, at the following locations:

- VCTC Intercity Buses
- VCTC Main Office
- City Halls
- Public Libraries
- Oxnard Transportation Center
- On the VCTC's website

Valley Express schedules are available upon request, as well as, at the following locations:

- VCTC Main Office
- On the Valley Express buses
- On the Valley Express website
- Santa Paula City Hall
- Fillmore City Hall
- MV Transportation Office – Santa Paula

In addition, VCTC translates all vital transit-related material into Spanish.

Recent Project-Related Outreach

VCTC Annual Unmet Transit Needs outreach meetings and public hearing in Camarillo, Heritage Valley, Moorpark, and Oxnard – VCTC is required by state statute to conduct a formal hearing process that solicits information about transit needs. This allows VCTC to make a determination as to whether these are unmet transit needs that can be reasonably met. The hearing processes are conducted in those parts of the county where California Transportation Act, Local Transportation Funds (LTF) are still allocated only in part to public transportation, and jointly with the Gold Coast Transit District.

Ventura County Comprehensive Transportation Plan - Public opinion research conducted by VCTC from 2008-2011 among registered voters, businesses, and general community members

VCTC Intercity Bus (VISTA) On-Board Survey. (December 2009)

VCTC Public Comment: Proposed VISTA Fare Increase Evaluation (September 2010)

VCTC On-Board Survey for Title VI Analysis: Proposed VISTA Fare Increase Evaluation (2010)

Heritage Valley Transit Study Outreach (September 2011)

Update to the Public Transit – Human Services Transportation Coordination Plan for Ventura County – Ventura County Together Discussion (February 2012)

VCTC Public Comment: VISTA Coastal Express Transfer Fee Evaluation (September 2012)

VCTC On-Board Survey for Title VI analysis: VISTA Coastal Express Transfer Fee Evaluation (2012)

VCTC Intercity Bus (VISTA) On-Board Survey. (June 2012)

VCTC Intercity Bus (VISTA) On-Board Survey. (May 2014)

Valley Express Pre-Startup Meetings (May 2014, August 2014, September 2014)

VCTC Short Range Transportation Plan Outreach and Community Meeting (September 2014)

VCTC Valley Express Rider and Community survey (October 2014)

VCTC Program of Projects public hearings (October 2014)

VCTC On-Board Survey for Title VI analysis: GoVentura Smartcard Discontinuation and VCTC Intercity (VISTA) Fare Pricing (April 2015)

VCTC Public Comment for Title VI analysis: GoVentura Smartcard Discontinuation and VCTC Intercity (VISTA) Fare Pricing (April 2015)

Ventura County Transportation Commission

Language Assistance Plan



Developed: May 2015

Table of Contents

1. Introduction
2. Overview of VCTC
3. Language Assistance Goals
4. Results of Four Factor Analysis
5. Implementation Plan
6. Monitoring and Updating of the LAP Plan
7. Staff Training

1. Introduction

This Language Assistance Plan was developed during the process of preparing the VCTC Title VI Program to ensure that VCTC services are accessible to Limited English Proficient (LEP) individuals. LEP is defined as having a limited ability to read, write, speak or understand English. In compliance with regulations from the U.S. Department of Transportation, and to avoid discrimination against LEP persons on the grounds of national origin, VCTC will take reasonable steps to ensure that all persons have meaningful access to its programs, services, and information, free of charge.

The plan has been prepared in accordance with:

- Title VI of the Civil Rights Act of 1964, Federal Transit Administration Circular 4702.1B dated October 1, 2012, which prohibits discrimination against individuals based on race, color, and national origin and includes meaningful access to LEP customers
- Executive Order 13166, titled “Improving Access to Services for Persons with Limited English Proficiency (August 2000)”, indicates that differing treatment based upon a person’s inability to speak, read, write or understand English is a type of national origin’s discrimination. It directs each federal agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to VCTC as both a recipient of Federal transit funds and as a programming agency responsible to distribute Federal transit funds to the different public and private transportation providers in this region.

VCTC Title VI Program was prepared in May 2015 in accordance with FTA Circular 4702.1B, Title VI Requirements and Guidelines for Federal Transit Administration Recipients, October 1, 2012. VCTC Title VI Program Administrator is:

Peter DeHaan, Director of Programming
Ventura County Transportation Commission
950 County Square, Suite #207
Ventura CA, 93003
805.642.1591
Email: pdehaan@goventura.org

More information about VCTC Title VI Program is available at:
<http://www.goventura.org/?q=title-vi>

2. Overview of VCTC

VCTC has evolved to administer and act as:

- **Regional Transportation Planning Agency (RTPA).** VCTC is responsible for multi-modal transportation planning, programming, and fund allocation, as required by the state statutes. This includes the annual allocation of Transportation Development Act funds, as well as all federal and local funds for highway, transit, rail, bicycle and other transportation projects.
- **Congestion Management Agency (CMA).** The cities and county have designated VCTC as the CMA for Ventura County. In this capacity, VCTC is responsible for the development and implementation of the countywide Congestion Management System (CMS) required in all urban counties. In the past, the State of California and the federal government required the CMA to prepare a Congestion Management Program (CMP), which provides local agencies and private developers the procedures and tools necessary to manage and decrease traffic congestion in the County. Although this is no longer a state-level requirement, VCTC continues to update and monitor its CMP.
- **Consolidated Transportation Services Agency (CTSA).** VCTC is the state mandated facilitator charged with the development and implementation of regional coordination of transit and paratransit services and improvement of social service transportation to seniors, persons with disabilities, the young and the low-income disadvantaged.
- **Airport Land Use Commission (ALUC).** In this capacity, VCTC is responsible under state law to protect public health, safety, and welfare by ensuring that vacant lands in the vicinity of airports are planned and zoned for uses compatible with airport operations.
- **Ventura County Service Authority for Freeway Emergencies (SAFE).** As the SAFE, VCTC is responsible for the installation, operation, and administration of the system of roadside call boxes in Ventura County that is financed by a \$1.00 per year fee on all motor vehicles registered within the county.
- **County Transportation Commission (CTC).** As the CTC, VCTC leverages state and federal transportation dollars and provides assistance during project implementation. VCTC's responsibilities include preparing the State Transportation Improvement Program (STIP) for submittal to the State, participation in the AB1246 Committee, performing short-range capital and service planning, and preparing long-range expenditure plans for transportation programs in the county.
- **County Transportation Authority (CTA).** VCTC was designated the CTA per California Public Utilities Code 130050.1. In the role as the CTA, VCTC determines the preferred method and distribution of sales tax revenue for transportation improvements, when applicable.
- **VCTC Intercity Bus (VISTA).** VCTC provides intercity bus service, with connections between the cities of Ventura County and neighboring Santa Barbara and Los

Angeles Counties. With a fleet of 33 over-the-road coach buses, VCTC Intercity Bus operates 1.5 million revenue miles and carries 823,000 passengers annually¹.

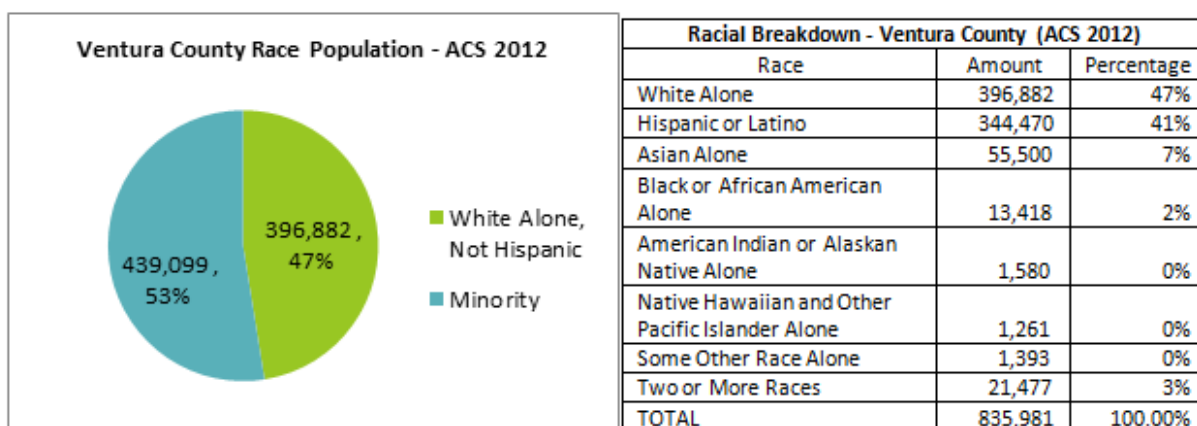
- **Valley Express Transit Service.** As of March (2015)² VCTC manages and administers the Valley Express Transit Service.

VCTC's service area includes a population of some over 800,000 persons residing in over 1,845 square miles of land. The county's make up ranges from urban and suburban cities to rural towns and farming communities, and varies significantly between the East and West portions of the county.

According to the US Census 2012 American Community Survey One-Year Estimates, the total population of Ventura County is 835,981. Approximately 49.7% are male compared to 50.3% female. The median age is 36.5.

Table 1 below provides a comparison of White, Not Hispanic to Minority populations in Ventura County as well as a breakdown of the Minority population by specific ethnicity/race.

Table 1



As noted in the data above, the majority of the population self-identified as “White Alone” or “Hispanic or Latino”. According to the 2011 SCAG profile analysis of Ventura County (Attachment B), between 2000 and 2010:

- The share of Hispanic or Latino population in the county increased from 33.4% to 40.3%.
- The share of Non-Hispanic White population in the county decreased from 56.8% to 48.7%

¹ Annual revenue miles and passengers reflect FY13/14 data

² Prior to March 2015, VCTC Intercity (VISTA) provided dial-a-ride service for the general public in and between Fillmore and Santa Paula.

3. Language Assistance Goals

VCTC's goal is to provide meaningful access for LEP customers to VCTC services, information and materials by developing a Language Assistance Plan and by regular evaluation of the developed method and strategies.

4. Results of the Four Factor Analysis

In order to prepare this plan, VCTC undertook the U.S. Department of Transportation (U.S. DOT) four-factor LEP analysis which considers the following:

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

A summary of the results of the VCTC four-factor analysis is in the following section.

Factor 1: The number or proportion of LEP persons to be served or likely to be encountered in a VCTC program, activity or service.

VCTC used available American Community Survey (Table 2) and California's Department of Education data (Attachment C) to determine the geographic boundaries of its service area and identify LEP populations within that area.

The American Community Survey provides information on the amount of people who speak English "less than very well" as Limited English Proficient persons. Table 2 (below) shows the languages spoken at home, by ability to speak English, for persons five years of age and older. According to the 2013 survey results, of the population 5 years or older, approximately 39% speak a language at home other than English. Based on Spanish is the only language that falls outside of the Safe Harbor Provision of over 5% or 1,000 individuals (whichever is less).

TABLE 2 Ventura County, CA Selected Social Characteristics in the United States – American Community Survey Estimates 2013				
Selected Social Characteristics	Estimate	Margin of Error	Percent	Margin of Error
LANGUAGE SPOKEN AT HOME				
Population 5 years and over	774,168	+/-36	774,168	(X)
English only	481,172	+/-3,563	62.2%	+/-0.5
Language other than English	292,996	+/-3,564	37.8%	+/-0.5
Speak English less than "very well"	129,893	+/-2,985	16.8%	+/-0.4
Spanish	232,032	+/-3,058	30.0%	+/-0.4
Speak English less than "very well"	108,650	+/-2,607	14.0%	+/-0.3
Other Indo-European languages	22,619	+/-1,593	2.9%	+/-0.2
Speak English less than "very well"	5,502	+/-607	0.7%	+/-0.1
Asian and Pacific Islander languages	33,506	+/-1,155	4.3%	+/-0.1
Speak English less than "very well"	14,046	+/-879	1.8%	+/-0.1
Other languages	4,839	+/-780	0.6%	+/-0.1
Speak English less than "very well"	1,695	+/-429	0.2%	+/-0.1

The 2009-2013 ACS 5-year estimate identified somewhat higher numbers of people who speak English less than “very well”. This data is summarized in the table below.

Table 2A 2009-2013 ACS 5-year estimate		
Language	Population	Percent of County Population
Spanish or Spanish Creole	108,650	14.03%
Chinese*	4,025	0.52%
Togalog	4,020	0.52%
Vietnamese	2,001	0.26%
Korean	1,714	0.22%
Persian	1,492	0.19%
Arabic	1,136	0.15%

*Chinese includes a number of different languages, including Mandarin (Putonghua). Cantonese, Mien (Yao), Toishanese, Chaozhou, and Taiwanese

Given the very low percentages of people who speak English less than “very well” other than Spanish language speakers, and the fact that that in the past 15 years, VCTC has reported no received phone calls, office walk-ins, or written correspondence other than in English or Spanish, at this time there are no plans to expand the printed materials beyond those two languages.

The California Department of Education’s survey (Attachment C) provides an additional source of data to identify possible LEP populations. While the States school data has its shortcomings in that it misses households and individuals without school age children, double counts households with two or more children in the schools, and in some cases misses households where the school children are fluent in English, but other members of the household are not, it provides valuable information about minority and immigrant populations. Looking at the county totals based on data from the California Department of Education’s annual census of students, it appears that the most frequently spoken language other than English is Spanish.

Factor 2: The frequency with which LEP persons come in contact with VCTC programs, activities or services.

In an effort to inform LEP populations, VCTC works with local advocacy groups such as Central Coast Alliance United for a Sustainable Economy (CAUSE), Alliance for Sustainable and Equitable Regional Transit (ASERT) and One Step A La Vez.

VCTC has had a translator available at all Commission meetings; however, one has not been requested in the past decade. A Spanish translator has been used for all of the VCTC Unmet Transit Hearing Board meetings and community transit “listening sessions”. VCTC will continue its practice of having a Spanish translator available if requested 3 days (72 hours) before any meeting. VCTC has also distributed all transit surveys in both Spanish and English.

The VCTC Transit Information Center employs a bilingual staff to field phone calls related to transit within Ventura County. Calls are predominately in English, with calls in Spanish making up less than 20 percent of the total number.

Additionally, the VCTC Intercity dispatch (which is contracted through Roadrunner) and the Valley Express reservation center have bilingual staff members. Seventy-five percent (75%) of the VCTC Intercity Transit service drivers are bilingual. Of those, 83% speak both English and Spanish, while seventeen percent (17%) speak both English and Tagalog. This is appropriate, since the Tagalog speaking community is almost exclusively in the City of Oxnard.

The Valley Express, operating only in the non-urban portions of the Santa Clara (Heritage) Valley, has fifty-seven percent (57%) of its drivers, eighty-three percent (83%) of the dispatchers, and sixty-six percent (66%) of the management speak both English and Spanish.

If requested, VCTC is able to translate documents into Spanish upon request. Additionally, over the past decade VCTC has printed vital materials regarding the Commission or its programs, smartcard brochures, rideshare materials (including Vanpool and Guaranteed Ride Home), on-board surveys and Unmet Transit Needs information in both English and Spanish.

Future LEP outreach efforts will include continuing to identifying key organizations or contacts in the community that serve LEPs and interviewing those individuals and their consumers. These contacts will be vital as VCTC works to improve the efficacy of its language assistance efforts.

Use of transit services by LEP populations

To assess the effects of the discontinuation of the Go Ventura Smartcard and VCTC Intercity Fare Pricing, riders were surveyed countywide. Of the 358 responsive surveys received,

approximately 6.4% (23) of patrons completed the survey in Spanish, while 93.6% (335) of patrons completed the survey in English.

Countywide, data about mode of travel for LEP populations is available through the U.S. Census Bureau's 2013 American Community Survey 1-Year Estimates³. The following table shows the total number of workers 16 years and over, and the mode of travel by ability to speak English and specifically to speak English "less than very well".

Table 3 2013 American Community Survey 1-Year Estimates TABLE B08113: MEANS OF TRANSPORTATION TO WORK BY LANGUAGE SPOKEN AT HOME AND ABILITY TO SPEAK ENGLISH - Universe: Workers 16 years and over (Ventura County, California)	
Total:	393,707
Speak only English	235,966
Speak Spanish:	126,800
Speak English "very well"	66,759
Speak English less than "very well"	60,041
Speak other languages:	30,941
Speak English "very well"	21,910
Speak English less than "very well"	9,031
Public transportation (excluding taxicab):	5,213
Speak only English	3,021
Speak Spanish:	1,625
Speak English "very well"	605
Speak English less than "very well"	1,020
Speak other languages:	567
Speak English "very well"	243
Speak English less than "very well"	324
Car, truck, or van - carpooled:	46,352
Speak only English	19,263
Speak Spanish:	23,688
Speak English "very well"	5,957
Speak English less than "very well"	17,731
Speak other languages:	3,401
Speak English "very well"	1,932
Speak English less than "very well"	1,469

Countywide, public transit was the work-trip mode of travel for 5,213 persons, which accounts for approximately 1.3% of persons above age 16 in Ventura County. Of the 5,213 individuals, 58% spoke only English, 31% spoke Spanish and 11% spoke a language other than English or Spanish.

The above data indicates that countywide for all transit systems, including VCTC Intercity, Spanish is the most common spoken language after English. Of the Spanish-speaking individuals who use transit, approximately 63% (1,020) noted that they spoke English "less than very well". Of the transit-users who spoke a language other than English or Spanish, 57% (324) noted that they spoke English "less than very well"

Countywide, carpooling was the work-trip mode of travel for 46,352 persons, which accounts for approximately 12% of persons above age 16 in Ventura County. Of the 46,352

³ Estimates do not include persons not in the workforce, students and those under 16, and retirees.

individuals, 42% spoke only English, 51% spoke Spanish and 7% spoke a language other than English or Spanish.

Based on the survey data, a significantly greater amount of carpoolers, when compared to transit users, identified that they spoke English “less than very well”. Of the Spanish-speaking individuals who marked that they carpool, approximately 75% (17,731) noted that they spoke English “less than very well”. Of the carpoolers who spoke a language other than English or Spanish, 43% (1,469) noted that they spoke English “less than very well”

Factor 3: The nature and importance of programs, activities or services provided by VCTC to the LEP population.

VCTC understands that its services are utilized for transportation to work, school, shopping, medical appointments and other life-sustaining activities. For transit-dependent individuals, VCTC services are extremely important. For this reason, VCTC is committed to translating vital documents relating to its service. Vital documents are those that demonstrate where and how to use VCTC Intercity bus, how to access services and additional information, and information about VCTC’s Title VI program. At this time VCTC does not have the funds required to translate all written materials -- such an undertaking would incur substantial costs and require substantial resources.

In addition, VCTC will continue to offer translation at public meetings when possible. Providing translation services to allow LEP populations to participate by obtaining information about VCTC services has been a core activity at VCTC since its creation. It is worth noting, however, that there has not been a significant demand from LEP residents to participate in the policy-oriented discussions at VCTC until recently. VCTC has reached out to LEP populations through attendance at planning workshops sponsored by CAUSE and ASERT, which has helped to access LEP persons and bring them into the VCTC planning process.

Factor 4: The resources available to VCTC and overall cost to provide LEP assistance.

As the service area in which VCTC serves is vast, outreach will need to be varied and, at times, events specific. VCTC Public Participation Plan lay outs the types of public outreach activities that will be undertaken for the various levels of public events. VCTC will continue working with local advocacy groups like CAUSE and ASERT to ensure contact with LEP populations; this is little to no cost to the agency. Strategies such as language advertisements on the radio will be utilized if funding becomes available.

The Table 4 below identifies potential outreach strategies and their associated cost:

Table 4: Potential Outreach Strategies and Associated Cost	
Specific Element	Unit Cost (Range)
<i>Vital Documents</i>	
Title VI Notice to the Public	\$50-\$80
Complaint Form	\$50-\$80
Complaint Procedures	\$150-\$200
Rider Guide	\$80-\$100
Bilingual Route Schedules	\$150-\$200
Flyers/Ads for one-time events	\$80-\$100
<i>Interpretation</i>	
Interpretive Services	\$100-\$150
<i>Outreach Material</i>	
Spanish Advertisements	\$50-\$80
Spanish Radio Spot (Optional)	TBD
<i>Website</i>	
Install website translator	TBD

5. Implementation Plan

Language Assistance Measure

VCTC will continue to use a number of techniques or practices to provide meaningful, early and continuous opportunities for all interested County residents to participate in the dialogue that informs key decisions, regardless of language barriers. This is done in a number of ways, including:

General Measures or Practices

- Review prior experiences with LEP populations to determine the types of language services that are needed.
- Robust use of "visualization" techniques, including maps, charts and photographs to illustrate trends, choices being debated, etc.
- Translate to Spanish as a matter of routine selected printed materials for the various traveler services provided by VCTC (VCTC Intercity transit services, Valley Express services, fare media and other farebox information, transit seat drops, freeway call box information, ADA certification materials and services, transit meeting notices, and regional Rideshare materials).
- Work to involve in VCTC's activities non-profit groups that advocate on behalf of persons with limited English proficiency.
- Identify areas within the service area with high concentrations of LEP individuals
- Include, as appropriate, limited-English speaking populations in random-digit telephone surveys and/or transit rider surveys.

- Translation of vital documents - including certain news releases, brochures, fact sheets, portions of the Heritage Valley transit plan, and Unmet Transit Needs notices.
- All translated documents will be posted onto the VCTC website; future plans include installing the website translator gadget powered by Google Translate or similar gadgets on VCTC's homepage (no to low cost)
- Ensure competency of translators; have translators available, if requested 3 days (72 hours) before the meeting at meetings as requested. Contract with a language translation firm for on-call assistance translating documents.
- Provide bilingual staff at the VCTC Transit Information Center.
- Encourage bilingual staff at the transit dispatch offices and transit operators (as of April, 2015:
 - Valley Express: 57% of the drivers and 83% of the dispatchers and are bilingual in English and Spanish
 - VCTC Intercity: 75% of the drivers are bilingual (83% speak Spanish, 17% speak Tagalog), and all of the dispatchers are bilingual in both Spanish and English

Local Community Media

- Work with Spanish language media outlets to place articles about VCTC's work or announce participation opportunities.
- Purchase display ads in Spanish language community newspapers to announce public hearings.

Outreach Techniques

When staff prepares a document or schedules a meeting, for which the target audience is expected to include LEP individuals, then documents, meeting notices, flyers, and agendas will be printed in an alternative language based on the known LEP population. Interpreters may be available as needed.

VCTC will continue to develop relationships with organizations that serve LEP individuals.

6. Monitoring and Updating of the LAP Plan

VCTC will monitor requests for translations and adjust practices to meet demand while maintaining a basic level of access by LEP populations to key programs and documents. VCTC's LEP Plan will be updated periodically as required by U.S. DOT and as needed to reflect significant changes. At minimum, the plan will be reviewed and updated when data from new ACS counts are available, or when it is clear that higher concentrations of LEP individuals are present in the VCTC region. Updates will include the following:

- How the needs of LEP persons have been addressed
- Determination of the current LEP population in the service area per the latest

Census reports at the community level

- Determination as to whether the need for translation services has changed or whether a change in the contractor used for translation services is warranted based on geographical proximity or availability at times needed
- Determine whether VCTC's financial resources are sufficient to fund bilingual language assistance resources needed
- Determine whether VCTC has fully complied with the goals of this LEP Plan
- Determine whether complaints have been received concerning VCTC's failure to meet the needs of LEP individuals
- Regularly assess the effectiveness of how VCTC communicates with LEP individuals through use of surveys, conversations with advocacy groups etc.

7. Staff Training

VCTC works to instill its staff with an awareness of and sensitivity to the needs of LEP residents. The following training will be provided to VCTC staff:

1. Information on the VCTC Title VI Procedures and LEP responsibilities
2. Description of language assistance services offered to the public
3. Documentation of language assistance requests
4. How to handle a potential Title VI/LEP complaint

Dissemination of the VCTC LEP Plan

A link to the VCTC LEP Plan and the Title VI Procedures is included on the VCTC website at <http://www.goventura.org/?q=title-vi>

Any person or agency may request a copy of the plan via telephone, fax, mail, e-mail or in person and shall be provided a copy of the plan at no cost. LEP individuals may also request copies of the plan in translation.

Questions or comments regarding the LEP Plan may be submitted to the Ventura County Transportation Commission, Title VI Coordinator:

Peter DeHaan, Director of Programming
VCTC
950 County Square Drive, Suite 207
Ventura, CA 93003
Office: 805-642-1591
Email: pdehaan@goventura.org

Table Depicting the Membership of Non-Elected Committees and Councils

While VCTC does have transit-related, non-elected advisory committees, VCTC does not have control on appointing members, therefore this requirement does not apply to VCTC.

The Commission is established by California State law; 15 of the Commission members are elected members, the remaining two members are appointed by the County Board of Supervisors (1) and the Mayors' selection committee (1). The one ex-officio board member, appointed by the Governor, is usually the California Transportation Department of Transportation District 7 Director.

The VCTC also has monthly meeting of the Transit Operators Advisory Committee (TRANSCOM), which includes representatives of all the cities in the county, the County staff, and the other transit agencies in the county. Each member agency appoints its own representatives.

As required by state law, VCTC has a Citizens Transportation Advisory Committee/Social Services Transportation Advisory Committee (CTAC/SSTAC) which meets ten times per year. Two members of the CTAC/SSTAC are citizens appointed by the individual jurisdictions in Ventura County.

The Coastal Express Technical Advisory Committee meets as needed, members of the following agencies VCTC, Gold Coast Transit District, Santa Barbara County Association of Governments, and Santa Barbara Metropolitan Transit District.

The Heritage Valley Technical Advisory Committee meets as needed, members of the following agencies VCTC, City of Fillmore, City of Santa Paula and the County of Ventura.

Description of Subrecipient Monitoring and Schedule of Subrecipient Title VI Program Submissions

In accordance with 49 CFR 21.9(b), and to ensure that subrecipients are complying with the DOT Title VI regulations, primary recipients must monitor their subrecipients for compliance with the regulations. Importantly, if a subrecipient is not in compliance with the Title VI requirements, then the primary recipient is not in compliance.

VCTC monitors its subrecipients by ensuring that the entity meets the criteria outlined in Chapter III of Title VI Circular 4702.1B. VCTC has collected and reviewed the subrecipients' Title VI Program which was approved by the subrecipients' governing board. VCTC also reviewed the subrecipients' website and confirmed that their Title VI Notice, Title VI complaint process and Title VI complaint form are available to the public. When VCTC's subrecipient receives funding from Section 5316 (Job Access & Reverse Commute), Section 5317 (New Freedom), and Section 5310 (Elderly and Disabled Specialized Transit) the entity is receives training from Caltrans regarding its obligations to meet Title VI and Environmental Justice requirements and the implications of failing to comply with those regulations and administrative directives.

VCTC's subrecipient shall submit a copy of its Title VI Program triennially; at least 120 days prior to the due date of VCTC's Title VI Program submission to the FTA. VCTC's subrecipient Title VI Program includes the following:

1. A copy of the Title VI notice to the public that indicates the subrecipients' compliance with Title VI, and informs members of the public of the protections against discrimination afforded to them by Title VI.
2. A copy of the subrecipients' instructions to the public explaining how to file Title VI discrimination complaints, including a copy of the complaint form.
3. A list of any public transportation-related Title VI investigations, complaints, or lawsuits filed with the subrecipient. The list only contains investigations, complaints, or lawsuits that pertain to allegations of discrimination on the basis of race, color, or national origin.
4. A public participation plan that includes an outreach plan to engage minority, and limited English proficient populations, as well as outreach efforts. The plan also includes outreach efforts to Veterans, seniors, traditionally underserved populations such as persons with disabilities and persons who have low-income. This plan also covers its subrecipients and therefore VCTC does not ask its subrecipients to submit a separate public participation plan duplicative of VCTC's effort(s).
5. A copy of the subrecipients' plan for providing language assistance to persons with limited

English proficiency, based on DOT LEP guidance. This plan also covers its subrecipients and therefore VCTC does not ask its subrecipients to submit a separate public participation plan duplicative of VCTC's effort(s).

6. A table depicting the racial and ethnic demographics of its voluntary advisory committee. And a description of the outreach processes the agency uses to encourage the participation of minorities that committee. This table also covers its subrecipients and therefore VCTC does not ask its subrecipients to submit a separate public participation plan duplicative of VCTC's effort(s).

7. Description of how subrecipients are monitored for Title VI compliance. The subrecipient submitted its prime ADA complementary paratransit contractor's Title VI Notice, Title VI complaint process and instructions for filing a complaint, complaint tracking form, and its non-discrimination policy.

8. A Title VI equity analysis if the recipient has constructed a facility, such as a vehicle storage facility, maintenance facility, operations center, etc. VCTC's subrecipient has not constructed any transit facilities.

9. Chapters IV, V, and VI of Title VI Circular 4702.1B are not applicable to the subrecipient.

Title VI Equity Analysis – Facility

An equity analysis was not required when VCTC leased its current office twenty-five years ago. In addition, since 2009, no operational or maintenance facilities have been constructed.

Commission Approval of Resolution # 2015-XX

Additional Information for Fixed Route Transit Providers

VCTC Intercity bus operates less than 50 fixed route vehicles in peak service.

System-Wide Service Standards

In order to comply with 49 CFR Section 21.5(b)(2) and 49 CFR Section 21.5(b)(7), Appendix C to 49 CFR part 21, VCTC is required to adopt system-wide service policies necessary to guard against service design and operational policies that have disparate impacts. System-wide policies differ from service standards in that they are not necessary based on a quantitative threshold.

VCTC is in the process of adopting a Short Range Transit Plan, which will be used to update and modify the service standards and policies. Below are the current standards and policies:

A. Vehicle load for each mode

Vehicle Load or load factor is a ratio of the number of seats on a vehicle to the number of passengers. Load factor is an indicator of the extent of probable overcrowding or the need for additional vehicles. It is also a means to determine whether the level of service on a particular route at a particular time is adequate to assure a level of service deemed appropriate for the transit system. As a service standard, load factor is typically expressed as a ratio (e.g., 1:1.25 or 1 seat for every 1.25 passengers). The load factor is determined by taking the number of seats on a specific route which pass the peak point during the peak hour and dividing that into the number of passengers that are actually carried past that point during that hour. Vehicle loads are monitored for all routes to determine if additional vehicles are needed to avoid overcrowding.

VCTC Intercity: Vehicle load shall not exceed 1:1 for VCTC Intercity service,

Valley Express: Vehicle load shall not exceed 1:1 for Valley Express fixed-route vehicles. No standees allowed on Valley Express Dial-a-Ride vehicles

B. Vehicle headway for each mode

Vehicle headway is a measurement of the time interval between two vehicles traveling in the same direction on the same route. The frequency of service is a general indication of the level of service provided along a route and a factor in the calculation of the amount of travel time expended by a passenger to reach his/her destination. It is generally expressed for peak end off peak service as an increment of time (e.g., peak: every 15 minutes; and off peak: every 30 minutes).

Local bus service is usually more frequent than intercity bus service because the travel distance is generally longer on intercity buses. This is the case for VCTC Intercity services that traverse the county and neighboring counties to connect with other bus operations and commuter rail.

VCTC Intercity: Scheduled VCTC Intercity headways range from less than 30 minutes during peak hours to over 2 hours for the longer limited runs such as to Warner Center in LA County. Because service to both LA and Santa Barbara counties is limited, the minimum headways standard shall apply only to VCTC Intercity “intra-county” routes operating within Ventura County. The variation in headways between VCTC Intercity routes and time of day is largely based on the travel patterns and needs of commuters in the county matched with available funding to operate the service. For “intra-county” routes, peak period headways will be 60 minutes, Monday through Fridays. Where offered, peak period weekend headways will be 60 minutes. Off peak service headways will be 90 minutes.

Valley Express: Peak period headways will be 60 minutes, Monday through Fridays. Where offered, peak period weekend headways will be 120 minutes. Off peak service headways will be 120 minutes.

C. On-time performance for each mode

VCTC Intercity: 85% of all runs on time (defined as 8 minutes late), to increase by 1% of every year of the contract term. No buses shall arrive ahead of schedule.

Valley Express Fixed Route: 95% of all runs are on time (defined as from 15 minutes late). No buses shall arrive ahead of schedule.

Valley Express Dial-a-Ride: 95% trips picked up within thirty minutes of scheduled pickup time

D. Service availability for each mode

VCTC Intercity: Bus service differs from local transit systems in that intercity buses run longer distances and make fewer stops to pick up passengers. The VCTC Intercity buses run long distances to connect with local transit systems, throughout the county, that serve population centers that are geographically distributed throughout the county. All local municipal bus systems have access to VCTC Intercity Bus services by connecting at the most convenient locations for patronage while keeping stops to a minimum for quicker cross-county connections. The common standard used by local transit systems, normally measured in the distance a person must travel to access VCTC Intercity Bus, therefore does not work for VCTC intercity services. Making VCTC Intercity Bus available for connection to local transit systems shall be considered providing reasonable access to the VCTC Intercity BUS system.

Valley Express: operates in the communities of Fillmore and Santa Paula, provides both a fixed route service and, in areas greater than ¼ from fixed route bus stop, curb to curb service Dial-a-Ride service. In addition, the Valley Express provides complementary ADA paratransit service within the Valley Express service area. Since the Valley Express provides curb to curb service in two service areas for areas beyond ¼ mile of the Valley Express fixed-route service, residents have equal access and opportunity to make reservations for Valley Express DAR service.

Service Policies – Transit Amenities

The VCTC Intercity bus system is a regional system and therefore primarily relies on facilities provided by local transit agencies, cities, the County and others for intercity stop locations. VCTC allocates all amenities to the VCTC Intercity bus system in a manner that ensures equal access to these amenities by the public as appropriate.

VCTC Intercity bus has not installed bus stops or shelters at stop locations, and has no plans to do so in the future. All bus stop amenities and bus shelter locations are determined by the jurisdictions which own and control the sites. Most VCTC Intercity Transit bus stops are at locations which are shared with the local transit provider. VCTC makes every effort, working with the local agencies in which bus stops are located, to place a sign and guide ride at every stop.

Any benches, shelters and facilities that exist where VCTC Intercity bus provides service have been provided by another entity, except for two Metrolink stations owned by VCTC in Camarillo and Montalvo (in Ventura).

The real-time bus locating technology “NEXTBUS” remains implemented and available throughout the County. No other significant transit amenities have been added since the last report.

Service Policies – Vehicle Assignment

All thirty of the VCTC Intercity buses are similar, 45’ over-the-road motor coaches. Because of this, all buses are interchangeable; vehicle assignments are done in a manner that ensures random rotation of fleet vehicles throughout all the routes in the VCTC Intercity system.

The Valley Express fleet is made up of five large cutaways and ten small cutaways. Based on capacity, the larger vehicles are assigned to fixed route and the smaller vehicles are assigned to Dial-a-Ride service; vehicle assignments are done in a manner that ensures random rotation of fleet vehicles throughout the service area.

ATTACHMENTS

- A. Title VI Complaint – Three (3) Letters
- B. Profile of Ventura Back up
- C. California Department of Education Survey Results

Attachment A

1. Sample Letter Acknowledging Receipt of Complaint

Today's Date

Ms. Jo Doe
1234 Main St.
Ventura, CA 93001

Dear Ms. Doe:

This letter is to acknowledge receipt of your complaint against the Ventura County Transportation Commission alleging _____

_____.

An investigation will begin shortly. If you have additional information you wish to convey or questions concerning this matter, please feel free to contact this office by telephoning Pete Rodgers 805-781-57 12, or write to me at this address.

Sincerely,

Peter DeHaan
Title VI Coordinator
Director of Programming
VCTC
950 County Square Drive, Suite 207
Ventura, CA 93003
Office: 805-642-1591
Email: pdehaan@goventura.org

2. Sample Letter Notifying Complainant that the Complaint Is Substantiated

Today's Date

Ms. Jo Doe
1234 Main St.
Ventura, CA 93001

Dear Ms. Doe:

The matter referenced in your letter of _____ (date) against the Ventura County Transportation Commission alleging Title VI violation has been investigated.

(An/Several) apparent violation(s) of Title VI of the Civil Rights Act of 1964, including those mentioned in your letter (was/were) identified. Efforts are underway to correct these deficiencies.

Thank you for calling this important matter to our attention. You were extremely helpful during our review of the program. ***(If a hearing is requested, the following sentence may be appropriate.)*** You may be hearing from this office, or from federal authorities, if your services should be needed during the administrative hearing process.

Sincerely,

Peter DeHaan
Title VI Coordinator
Director of Programming
VCTC
950 County Square Drive, Suite 207
Ventura, CA 93003
Office: 805-642-1591
Email: pdehaan@goventura.org

3. Sample Letter Notifying Complainant that the Complaint Is Not Substantiated

Today's Date

Ms. Jo Doe
1234 Main St.
Ventura, CA 93001

Dear Ms. Doe:

The matter referenced in your complaint of _____ (date) against the Ventura County Transportation Commission alleging _____ has been investigated.

The results of the investigation did not indicate that the provisions of Title VI of the Civil Rights Act of 1964, had in fact been violated. As you know, Title VI prohibits discrimination based on race, color, or national origin in any program receiving federal financial assistance.

The Ventura County Transportation Commission has analyzed the materials and facts pertaining to your case for evidence of the VCTC's failure to comply with any of the civil rights laws. There was no evidence found that any of these laws have been violated.

I therefore advise you that your complaint has not been substantiated, and that I am closing this matter in our files.

You have the right to 1) appeal within seven calendar days of receipt of this final written decision from Ventura County Transportation Commission, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the Federal Transit Administration at:

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

Thank you for taking the time to contact us. If I can be of assistance to you in the future, do not hesitate to call me.

Sincerely,

Peter DeHaan
Title VI Coordinator
Director of Programming
VCTC
950 County Square Drive, Suite 207
Ventura, CA 93003
Office: 805-642-1591
Email: pdehaan@goventura.org

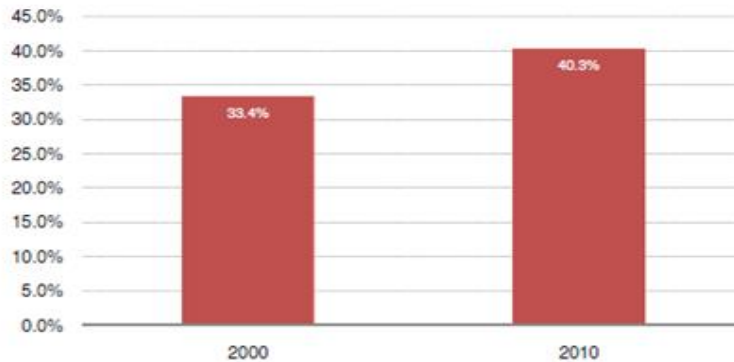
Attachment B

Profile of Ventura County

Population by Race/Ethnicity

Analysis prepared by SCAG May 2011

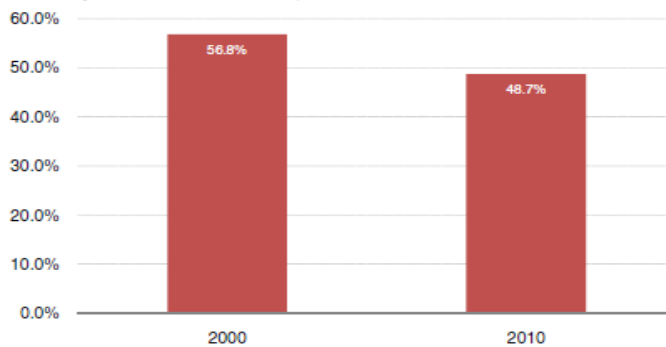
Hispanic or Latino of Any Race: 2000, 2010



Sources: 2000 and 2010 Census

- Between 2000 and 2010, the share of Hispanic population in the county increased from 33.4 percent to 40.3 percent.

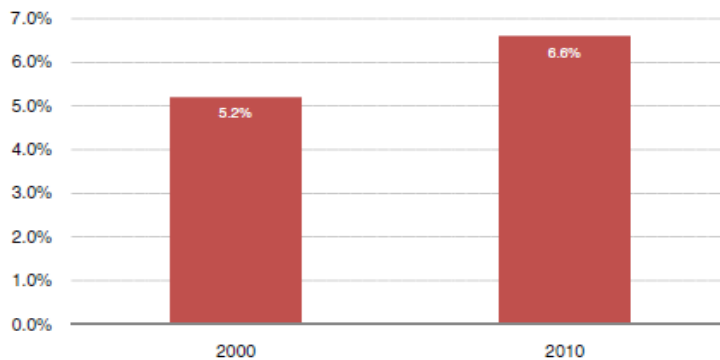
Non-Hispanic White: 2000, 2010



Sources: 2000 and 2010 Census

- Between 2000 and 2010, the share of Non-Hispanic White population in the county decreased from 56.8 percent to 48.7 percent.

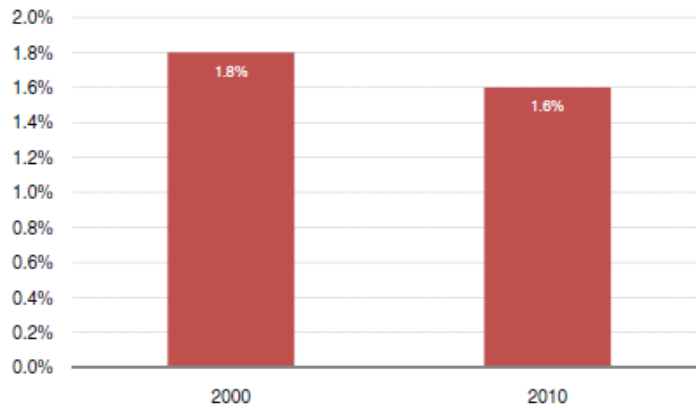
Non-Hispanic Asian: 2000, 2010



Sources: 2000 and 2010 Census

- Between 2000 and 2010, the share of Non-Hispanic Asian population in the county increased from 5.2 percent to 6.6 percent.

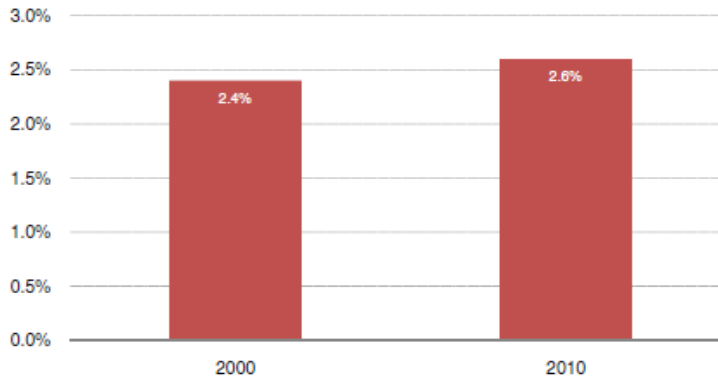
Non-Hispanic Black: 2000, 2010



Sources: 2000 and 2010 Census

- Between 2000 and 2010, the share of Non-Hispanic Black population in the county decreased from 1.8 percent to 1.6 percent.

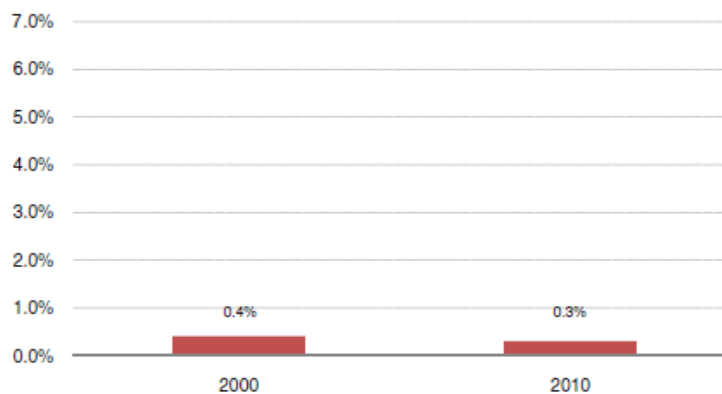
Non-Hispanic All Other: 2000, 2010



Sources: 2000 and 2010 Census

- Between 2000 and 2010, the share of Non-Hispanic All Other population group in the county increased from 2.4 percent to 2.6 percent.
- Please refer to the Methodology section for a definition of the races included in this category.

Non-Hispanic American Indian: 2000, 2010



Sources: 2000 and 2010 Census

- Between 2000 and 2010, the share of Non-Hispanic American Indian population in the county decreased from 0.4 percent to 0.3 percent.

Attachment C



English Learner (EL) students (*formerly known as Limited-English-Proficient or LEP*)

This report lists the number and percent of total enrollment for EL students. EL students are those students for whom there is a report of a primary language other than English on the state-approved *Home Language Survey* **and** who, on the basis of the state approved oral language (grades K-12) assessment procedures and including literacy (grades 3-12 only), have been determined to lack the clearly defined English language skills of listening comprehension, speaking, reading, and writing necessary to succeed in the school's regular instructional programs.

Ventura County Language Group Data - Countywide for 2009 - 10

County Enrollment: 141,325

Languages	Enrollment	Number of English Learner	Number of Fluent English Proficient	Total Number of English Learner and Fluent English Proficient	Overall Percent
Spanish		30,772	15,244	46,016	32.56%
Other non-English languages		277	450	727	0.51%
Filipino (Pilipino or Tagalog)		256	341	597	0.42%
Vietnamese		199	361	560	0.40%
Mandarin (Putonghua)		109	295	404	0.29%
Korean		116	231	347	0.25%
Farsi (Persian)		82	209	291	0.21%
Arabic		135	153	288	0.20%
Mixteco		267	5	272	0.19%

Cantonese		22	164	186	0.13%
Hebrew		28	121	149	0.11%
Russian		42	96	138	0.10%
Hindi		30	107	137	0.10%
Japanese		50	87	137	0.10%
Punjabi		34	86	120	0.08%
German		31	69	100	0.07%
Gujarati		26	73	99	0.07%
Armenian		21	53	74	0.05%
Urdu		21	53	74	0.05%
French		20	51	71	0.05%
Thai		19	31	50	0.04%
Portuguese		11	28	39	0.03%
Khmer (Cambodian)		13	25	38	0.03%
Italian		10	18	28	0.02%
Pashto		11	16	27	0.02%
Dutch		5	21	26	0.02%
Hungarian		3	21	24	0.02%
Lao		7	16	23	0.02%
Albanian		10	11	21	0.01%
Rumanian		4	16	20	0.01%
Indonesian		3	15	18	0.01%
Samoan		9	9	18	0.01%
Polish		5	12	17	0.01%
Turkish		5	8	13	0.01%
Serbo-Croatian (Bosnian, Croatian, Serbian)		8	4	12	0.01%
Bengali		3	9	12	0.01%

Greek		1	10	11	0.01%
Cebuano (Visayan)		5	5	10	0.01%
Ilocano		6	3	9	0.01%
Ukrainian		3	4	7	0.00%
Unknown		2	4	6	0.00%
Tongan		5	1	6	0.00%
Hmong		3	3	6	0.00%
Taiwanese		3	2	5	0.00%
Chaozhou (Chiuchow)		1	3	4	0.00%
Burmese			3	3	0.00%
Toishanese		1	2	3	0.00%
Marshallese		1	1	2	0.00%
Mien (Yao)		1		1	0.00%
Ventura County Total	141,325	32,696	18,550	51,246	36.26%
California State Total	6,190,425	1,468,235	1,155,026	2,623,261	42.38%

Note: The collection of the 2009-10 English Learner (EL) related data were scheduled for transition to the California Longitudinal Pupil Achievement Data System (CALPADS). However, due to implementation delays, the following adjustments were made in the collection of these data: (1) EL and Fluent-English proficient (FEP) student counts by language, by grade were collected through CALPADS as of October 6, 2009 (instead of March 1, 2010); and (2) School-level EL totals and EL counts by instructional settings and services, counts of reclassified ELs, waivers, and counts of teachers providing services were collected through the Language Census as of March 1, 2010. Therefore, the total EL counts derived from the October 2009 collection will not match total EL counts from the March 2010 collection.

Rank/Language Name	Total	% of Total
1 Spanish	30,772	94.1
2 Other non-English languages	277	0.8
3 Mixteco	267	0.8
4 Filipino (Pilipino or Tagalog)	256	0.8
5 Vietnamese	199	0.6
6 Arabic	135	0.4
7 Korean	116	0.4
8 Mandarin (Putonghua)	109	0.3
9 Farsi (Persian)	82	0.3
10 Japanese	50	0.2
11 Russian	42	0.1
12 Punjabi	34	0.1
13 German	31	0.1
14 Hindi	30	0.1
15 Hebrew	28	0.1
16 Gujarati	26	0.1
17 Cantonese	22	0.1
18 Urdu	21	0.1
19 Armenian	21	0.1
20 French	20	0.1
21 Thai	19	0.1
22 Khmer (Cambodian)	13	0.0
23 Portuguese	11	0.0

Ventura County Transportation Commission
Title VI Program

24 Pashto	11	0.0
25 Italian	10	0.0
26 Albanian	10	0.0
27 Samoan	9	0.0
28 Serbo-Croatian (Bosnian, Croatian, Serbian)	8	0.0
29 Lao	7	0.0
30 Ilocano	6	0.0
31 Cebuano (Visayan)	5	0.0
32 Tongan	5	0.0
33 Polish	5	0.0
34 Dutch	5	0.0
35 Turkish	5	0.0
36 Rumanian	4	0.0
37 Ukrainian	3	0.0
38 Hungarian	3	0.0
39 Taiwanese	3	0.0
40 Bengali	3	0.0
41 Hmong	3	0.0
42 Indonesian	3	0.0
43 Unknown	2	0.0
44 Chaozhou (Chiuchow)	1	0.0
45 Greek	1	0.0
46 Toishanese	1	0.0
47 Marshallese	1	0.0

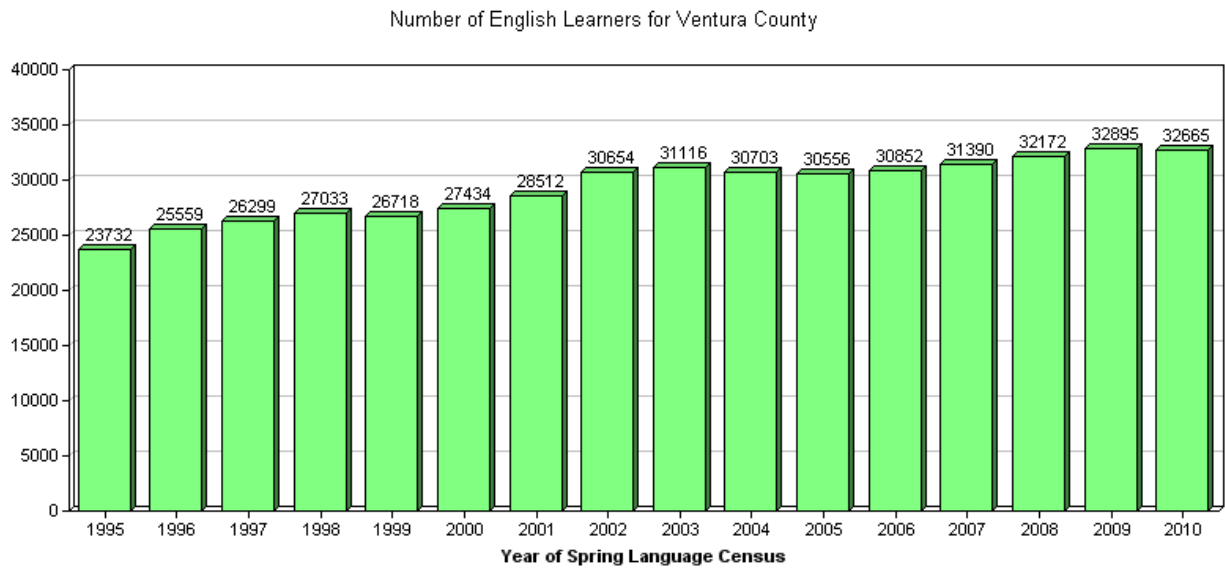
Ventura County Transportation Commission
Title VI Program

48 Mien (Yao)	1	0.0
EL Totals	32,696	100.0
% of Total	100.0	
<u>State EL Totals</u>	1,468,235	100.0
% of State Total	100.0	

Note: The collection of the 2009-10 English Learner (EL) related data were scheduled for transition to the California Longitudinal Pupil Achievement Data System (CALPADS). However, due to implementation delays, the following adjustments were made in the collection of these data: (1) EL and Fluent-English proficient (FEP) student counts by language, by grade were collected through CALPADS as of October 6, 2009 (instead of March 1, 2010); and (2) School-level EL totals and EL counts by instructional settings and services, counts of reclassified ELs, waivers, and counts of teachers providing services were collected through the Language Census as of March 1, 2010. Therefore, the total EL counts derived from the October 2009 collection will not match total EL counts from the March 2010 collection.



California Department of Education
Educational Demographics Unit



<http://data1.cde.ca.gov/dataquest/SearchName.asp?rbTimeFrame=oneyear&rYear=2009-10&cCounty=56+VENTURA&Topic=LC&Level=County&submit1=>



B16001 | LANGUAGE SPOKEN AT HOME BY ABILITY TO SPEAK ENGLISH FOR THE POPULATION 5 YEARS AND OVER
Universe: Population 5 years and over
2009-2013 American Community Survey 5-Year Estimates

Supporting documentation on code lists, subject definitions, data accuracy, and statistical testing can be found on the American Community Survey website in the Data and Documentation section.

Sample size and data quality measures (including coverage rates, allocation rates, and response rates) can be found on the American Community Survey website in the Methodology section.

Although the American Community Survey (ACS) produces population, demographic and housing unit estimates, it is the Census Bureau's Population Estimates Program that produces and disseminates the official estimates of the population for the nation, states, counties, cities and towns and estimates of housing units for states and counties.

	Ventura County, California	
	Estimate	Margin of Error
Total:	774,168	+/-36
Speak only English	481,172	+/-3,583
Spanish or Spanish Creole:	232,032	+/-3,058
Speak English "very well"	123,382	+/-2,499
Speak English less than "very well"	108,650	+/-2,607
French (incl. Patois, Cajun):	2,727	+/-481
Speak English "very well"	2,206	+/-413
Speak English less than "very well"	521	+/-237
French Creole:	33	+/-27
Speak English "very well"	33	+/-27
Speak English less than "very well"	0	+/-29
Italian:	1,138	+/-271
Speak English "very well"	808	+/-220
Speak English less than "very well"	330	+/-121
Portuguese or Portuguese Creole:	699	+/-252
Speak English "very well"	572	+/-209
Speak English less than "very well"	127	+/-79
German:	3,046	+/-464
Speak English "very well"	2,570	+/-403
Speak English less than "very well"	476	+/-188
Yiddish:	142	+/-136
Speak English "very well"	142	+/-136
Speak English less than "very well"	0	+/-29
Other West Germanic languages:	574	+/-152
Speak English "very well"	528	+/-151
Speak English less than "very well"	46	+/-33

	Ventura County, California	
	Estimate	Margin of Error
Scandinavian languages:	646	+/-196
Speak English "very well"	532	+/-181
Speak English less than "very well"	114	+/-61
Greek:	279	+/-136
Speak English "very well"	238	+/-134
Speak English less than "very well"	41	+/-39
Russian:	1,511	+/-421
Speak English "very well"	1,154	+/-341
Speak English less than "very well"	357	+/-178
Polish:	514	+/-202
Speak English "very well"	432	+/-191
Speak English less than "very well"	82	+/-51
Serbo-Croatian:	448	+/-203
Speak English "very well"	382	+/-173
Speak English less than "very well"	66	+/-54
Other Slavic languages:	389	+/-175
Speak English "very well"	281	+/-137
Speak English less than "very well"	108	+/-102
Armenian:	839	+/-258
Speak English "very well"	695	+/-248
Speak English less than "very well"	144	+/-85
Persian:	3,717	+/-718
Speak English "very well"	2,225	+/-474
Speak English less than "very well"	1,492	+/-368
Gujarati:	611	+/-287
Speak English "very well"	362	+/-172
Speak English less than "very well"	249	+/-146
Hindi:	2,221	+/-557
Speak English "very well"	1,801	+/-471
Speak English less than "very well"	420	+/-193
Urdu:	437	+/-254
Speak English "very well"	382	+/-241
Speak English less than "very well"	55	+/-50
Other Indic languages:	1,953	+/-481
Speak English "very well"	1,252	+/-332
Speak English less than "very well"	701	+/-254
Other Indo-European languages:	695	+/-332
Speak English "very well"	522	+/-226
Speak English less than "very well"	173	+/-129

	Ventura County, California	
	Estimate	Margin of Error
Chinese:	8,010	+/-897
Speak English "very well"	3,985	+/-528
Speak English less than "very well"	4,025	+/-548
Japanese:	1,897	+/-348
Speak English "very well"	1,081	+/-241
Speak English less than "very well"	816	+/-206
Korean:	3,150	+/-630
Speak English "very well"	1,436	+/-428
Speak English less than "very well"	1,714	+/-383
Mon-Khmer, Cambodian:	237	+/-138
Speak English "very well"	116	+/-97
Speak English less than "very well"	121	+/-79
Hmong:	97	+/-108
Speak English "very well"	30	+/-33
Speak English less than "very well"	67	+/-81
Thai:	819	+/-266
Speak English "very well"	304	+/-120
Speak English less than "very well"	515	+/-188
Laotian:	116	+/-97
Speak English "very well"	100	+/-96
Speak English less than "very well"	16	+/-25
Vietnamese:	3,339	+/-571
Speak English "very well"	1,338	+/-330
Speak English less than "very well"	2,001	+/-381
Other Asian languages:	2,539	+/-443
Speak English "very well"	2,161	+/-417
Speak English less than "very well"	378	+/-137
Tagalog:	12,356	+/-923
Speak English "very well"	8,336	+/-790
Speak English less than "very well"	4,020	+/-470
Other Pacific Island languages:	946	+/-258
Speak English "very well"	573	+/-180
Speak English less than "very well"	373	+/-121
Navajo:	0	+/-29
Speak English "very well"	0	+/-29
Speak English less than "very well"	0	+/-29
Other Native North American languages:	28	+/-26
Speak English "very well"	28	+/-26
Speak English less than "very well"	0	+/-29

	Ventura County, California	
	Estimate	Margin of Error
Hungarian:	501	+/-215
Speak English "very well"	337	+/-160
Speak English less than "very well"	164	+/-117
Arabic:	3,004	+/-704
Speak English "very well"	1,868	+/-535
Speak English less than "very well"	1,136	+/-375
Hebrew:	650	+/-244
Speak English "very well"	548	+/-216
Speak English less than "very well"	102	+/-63
African languages:	242	+/-121
Speak English "very well"	209	+/-110
Speak English less than "very well"	33	+/-33
Other and unspecified languages:	414	+/-258
Speak English "very well"	154	+/-127
Speak English less than "very well"	260	+/-222

Data are based on a sample and are subject to sampling variability. The degree of uncertainty for an estimate arising from sampling variability is represented through the use of a margin of error. The value shown here is the 90 percent margin of error. The margin of error can be interpreted roughly as providing a 90 percent probability that the interval defined by the estimate minus the margin of error and the estimate plus the margin of error (the lower and upper confidence bounds) contains the true value. In addition to sampling variability, the ACS estimates are subject to nonsampling error (for a discussion of nonsampling variability, see Accuracy of the Data). The effect of nonsampling error is not represented in these tables.

Methodological changes to data collection in 2013 may have affected language data for 2013. Users should be aware of these changes when using multi-year data containing data from 2013.

While the 2009-2013 American Community Survey (ACS) data generally reflect the February 2013 Office of Management and Budget (OMB) definitions of metropolitan and micropolitan statistical areas; in certain instances the names, codes, and boundaries of the principal cities shown in ACS tables may differ from the OMB definitions due to differences in the effective dates of the geographic entities.

Estimates of urban and rural population, housing units, and characteristics reflect boundaries of urban areas defined based on Census 2010 data. As a result, data for urban and rural areas from the ACS do not necessarily reflect the results of ongoing urbanization.

Source: U.S. Census Bureau, 2009-2013 5-Year American Community Survey

Explanation of Symbols:

1. An "" entry in the margin of error column indicates that either no sample observations or too few sample observations were available to compute a standard error and thus the margin of error. A statistical test is not appropriate.
2. An '-' entry in the estimate column indicates that either no sample observations or too few sample observations were available to compute an estimate, or a ratio of medians cannot be calculated because one or both of the median estimates falls in the lowest interval or upper interval of an open-ended distribution.
3. An '-' following a median estimate means the median falls in the lowest interval of an open-ended distribution.
4. An '+' following a median estimate means the median falls in the upper interval of an open-ended distribution.
5. An "" entry in the margin of error column indicates that the median falls in the lowest interval or upper interval of an open-ended distribution. A statistical test is not appropriate.
6. An "" entry in the margin of error column indicates that the estimate is controlled. A statistical test for sampling variability is not appropriate.
7. An 'N' entry in the estimate and margin of error columns indicates that data for this geographic area cannot be displayed because the number of sample cases is too small.
8. An '(X)' means that the estimate is not applicable or not available.

08/11/2015