



**HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS**  
**Regional Transportation Planning Agency**  
**Humboldt County Local Transportation Authority**  
**Service Authority for Freeway Emergencies**  
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**AGENDA ITEM 5b**  
**HCAOG Board Meeting**  
**August 21, 2025**

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**DATE:** August 13, 2025  
**TO:** HCAOG Policy Advisory Committee (PAC)  
**FROM:** Brendan Byrd, Executive Director  
**SUBJECT:** **2025 Title VI Program and Limited English Proficiency (LEP) Plan**

## **STAFF REPORT**

### **Contents:**

- Staff's Recommended Action
- Staff Summary
- Draft 2025 Title VI Program and LEP Plan
- Resolution 25-19

### **Staff's Recommended Action:**

Motion to be approved by consent:

"The PAC recommends the HCAOG Board adopt Resolution 25-19 approving the 2025 Title VI Program and Limited English Proficiency Plan."

### **Staff Summary:**

Title VI of the Civil Rights Act of 1964 is a federal statute that provides that no person shall, on grounds of race, color, or national origin, including matters relating to language access for Limited English Proficiency (LEP), 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 allows persons alleging discrimination by recipients of federal funds to file administrative complaints with federal agencies that provide financial assistance.

The Title VI Program and LEP Plan demonstrates how the recipient is complying with Title VI requirements. As a subrecipient of federal funds, HCAOG must submit a Title VI Program update every three years to the primary recipient, the California Department of Transportation

(Caltrans), from whom HCAOG receives funding. Caltrans includes this document in their Title VI Program submission to the Federal Transit Administration (FTA).

HCAOG has monitored and updated the Title VI Program and complied with the LEP Plan components as summarized in the list below. A redline version of the updated plan is also included as an attachment.

- Added sections regarding assurances and data collection and analysis (page 2)
- Added both English and Spanish complaint forms into the document (pages 7-12)
- Updated the current Humboldt County population (page 16)
- Updated the current LEP population in HCAOG's service area (page 17)
- Slight changes to the Staff Training section (page 20)
- Update the SSTAC Race and Ethnicity Survey results (Attachment A)

Each Title VI Plan submittal is considered new (rather than an update to the previous plan) and includes among all other requirements, HCAOG's Public Participation Plan (PPP) as Appendix B (this is a separate agenda item).

The 2025 Title VI Program and LEP Plan was provided to the SSTAC at the August 6, 2025, meeting and to the TAC at the August 7, 2025, meeting for review and consideration of a recommendation to the HCAOG Board for adoption. Both committees have recommended adoption of the plan.