Title VI Plan for
Erie County Regional Planning Commission

March 2019

Title VI/Non-Discrimination Policy

It is the Erie County Regional Planning Commission’s Policy that all recipients of federal funds that pass through this agency ensure that they are in full compliance with Title VI and all related regulations and directives in all programs and activities. No person shall, on the grounds of race, color, national origin, sex, age, disability, low-income status, or limited English proficiency be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of ERPC’s programs, policies, or activities.

This report was prepared in cooperation with the United States Department of Transportation, Federal Highway Administration. Federal Transit Administration, the Ohio Department of Transportation and local units of government. The contents of this report reflect the view and opinions of the Erie County Regional Planning Commission which is responsible for the facts and accuracy of data presented herein. The contents of this report do not necessarily reflect the views or official policies of the United States Department of Transportation, Federal Highway Administration, Federal Transit Administration, or the Ohio Department of Transportation. This report does not constitute a standard, specification, or regulation.
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Section 1: Introduction and Support

The Erie County Regional Planning Commission (hereafter referred to as the “Commission”) is the designated Handling Agency for the Metropolitan Planning Organization (MPO) for the Sandusky Urbanized Area. The MPO is charged with delivering a comprehensive, cooperative, and continuing planning process and serves as the forum for decision-making on transportation issues within the MPO planning area.

As a sub-recipient of federal funds, the Commission’s transportation planning program is required to comply with Title VI of the 1964 Civil Rights Act (Title VI), which prohibits discrimination on the basis of race, color, and national origin. In addition, protections are afforded under the following non-discrimination statutes: the Federal-Aid Highway Act of 1973, which prohibits discrimination on the basis of sex; the Age Discrimination Act of 1973, as amended, which prohibits discrimination on the basis of age; and, Section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1990, as amended, which collectively prohibit discrimination based on disability.

In addition, there are certain Executive Orders and relevant guidance regarding federally assisted programs and activities to which compliance is required by recipients. Executive Order 12898, 3 CFR 859 (1995), entitled “Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations” emphasizes that Federal agencies should use existing laws to achieve Environmental Justice (EJ), in particular Title VI, to ensure nondiscrimination against minority populations. Additionally, Executive Order 13166, 3 CFR 289 (2001) on Limited English Proficiency, according to the U.S. Department of Justice (USDOJ) in its Policy Guidance Document dated August 16, 2006 (65 Fed. Reg. at 50123), clarifies the responsibilities associated with the “application of Title VI’s prohibition on national origin discrimination when information is provided only in English to persons with limited English proficiency.” Together these statutes ensure that no person will be denied the benefits of, or be excluded from participation in or be subjected to discrimination under any program, service, or activity on the basis of race, color, national origin, sex, age, disability, low-income status, or limited English proficiency.

The purpose of this Policy is to establish the Commission’s commitment to ensure that none of its programs, services or planning activities, directly or indirectly result in discrimination. To this end, the Commission established a Title VI and Nondiscrimination Plan that assigns responsibility and sets forth expectations and specific protocols to be followed.
It is the policy of the Erie County Regional Planning Commission MPO that no person shall on the grounds of race, color, national origin, sex, age disability, low income status or limited English proficiency be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any MPO-sponsored program or activity. The MPO Policy Committee reviewed this plan and it was approved by Resolution 2019-TBD which was signed by the board’s chairperson. See Appendix A. Notice of ERPC’s Title VI Policy is posted on the department’s website and on the department’s bulletin board.

Section 2: Standard Department of Transportation Assurances
The Commission assures the planning process is carried out in accordance with Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21. The required standards have been signed by the MPO Policy Board which annually renews the assurances. See Appendix B for a copy of the Resolution.

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Section 3: Organization, Staffing, and Structure
Regional Planning Commission staff are the designated handling agency and they perform the daily administrative functions. The Planning Director is the governing official of the staff and is authorized to ensure compliance with provisions of the MPO’s policy of non-discrimination, including the requirements of Title 23 CFR 200 and Title 49 CFR 21. The Title VI Coordinator and contact person for the MPO is responsible for addressing Title VI-related concerns/complaints and is supervised by the Planning Director. As such the Coordinator will:

- Periodically review the MPO’s Public Participation Plan to ensure the public full and fair participation by all potentially affected communities in the transportation decision-making process, and to develop strategies to ensure adequate participation of the transportation disadvantaged and protected classes.
- Prepare any required Title VI reports and updates.
- Communicate with the Erie County Finance Office staff to include Title VI language in contracts and Requests for Proposals (RFPs).
- Forward Title VI complaints received by the MPO to the Planning Director.

ERPC does not directly administer the Sandusky Transit System, but acts a conduit for funding through the writing and maintenance of the Coordinated Transportation Plan for Erie County. See Appendix E.
Below is an organizational flowchart that identifies the Title VI review unit and its place in the organization.

![Organizational Flowchart]

Section 4/5: Program Review Procedures and Special Emphasis Areas

The primary charge of the MPO is to ensure a continuing, cooperative and comprehensive transportation planning process necessary to support informed decision making. Throughout this process MPO staff works to ensure that proper program reviews and procedures are followed. The Key deliverables of the MPO’s planning process include the following:

- The development of an annual work program to address the issues and concerns of local government, area industry, residents and interested stakeholders.
- The timely delivery and management of a fiscally constrained short range capital improvement plan known as the Transportation Improvement Program (TIP).
- Ongoing support of a Long Range Transportation Plan (LRTP) inclusive of policies, programs and projects that target strategic transportation system investments necessary to ensure a safe, efficient and effective transportation system into the future.

Environmental justice and Title VI are collectively addressed by the MPO throughout these documents by:

- Ensuring the LRTP and TIP comply with Title VI.
- Identifying residential, employment, and transportation patterns of low income and minority populations in order that their needs can identified and addressed.
- Assuring that the burdens and benefits of transportation investments can be fairly distributed.
- Conducting a public involvement process that engages minority and low income populations in transportation-decision making.
Section 6: Sub-Recipient Review Procedure

A. Project Scoring
When the ERPC MPO solicits for projects an announcement is made and posted publicly on the department’s website, through e-mails and orally mentioned at committee meeting. Staff accepts any eligible applications submitted by local sponsors and presents them to the Project Selection Committee for consideration and scoring. The MPO does not directly engage in contracts with jurisdictions for transportation projects, but instead functions as a conduit to disperse state and federal transportation dollars to project sponsors. Although the MPO is not directly involved in the contract process it does encourage environmental justice and Title VI activities through the project scoring process and this plan. Project sponsors including these components in their application have the opportunity to gain additional points through the scoring process. See Appendix C.

B. Consultant Contracts:
As noted earlier in the text, the MPO engages in very few project contracts because most of the funding is provided to local sponsors to complete funded projects. In the case of an ODOT managed project the local sponsor would be monitored for Title VI contractor compliance. If the project was a local bid project, the MPO staff would follow up to make sure all Title VI requirements were being met. However, if the MPO entered into a project/consultant contract, Title VI requirements would be overseen by the Finance Department and the MPO. This would include solicitations either by competitive bidding or negotiation made by the MPO for work to be performed under a contract including procurement of materials or equipment. In those cases each potential contractor or supplier will be notified of the obligation and regulation under an agreement relative to nondiscrimination that no person, on the grounds of race, color, national origin, age, marital status, disability, ancestry or sex be excluded from participation in, or denied the benefits of, or be subject to discrimination under any project, program or activity funded in whole or in part by the U.S. Department of Transportation.

The ERPC MPO may sub-contracts with professional consulting firms to conduct engineering studies, perform technical services and/or compile information. If a contract totals more than $50,000, staff works with the County Finance Office and follows their procedure. If the contract totals less than $50,000, then an internal approved county department process is followed. Staff undergoes a consultant selection process when there is more than one qualified applicant that submits an interest in a project. Each proposal is reviewed and scored individually by a selection committee and the top scoring consultants are then given the opportunity to orally present their proposal to the committee.
C. Capital Purchases:
As stated above, the MPO under county policy may make purchases for amounts under $50,000 using approved internal procurement procedures sanctioned by the Erie County Finance Office. Depending on the dollar amount, staff is encouraged to get at least three verbal quotes, written quotes or written bids. If the purchase is between $1,500 to $25,000 staff is encouraged to receive and document three verbal quotes. Purchases costing between $25,000 to $50,000 require staff to obtain three written quotes. Anything costing above $50,000 has to go through a formal bidding process. For a final decision on purchasing staff is encouraged to use the lowest cost option with the best quality.

In regards to an equity analysis, the MPO has not constructed any facilities for storage, maintenance, operation etc.; therefore this type of analysis has not been conducted.

Section 7: Data Collection/Analysis
The MPO routinely monitors demographic information of its planning area and the MPO works to identify socio-economic and demographic data across all census geographies. In addition, the MPO uses American Community Survey data to identify the Limited English Proficiency (LEP) populations/concentrations. The MPO tracks the number of LEP individuals with which the agency comes into contact each year and attempts to identify the non-language of the individual. To date there have been no LEP requests.

The MPO supports efforts to monitor and support sub recipient compliance by annually providing EJ information relative to each project/program and providing related contact information. Recognizing the demographics of the impacted population helps the Local Project Applicants and the MPO determine what special efforts, if any, need to be made to engage the and involve minority, low income, disabled and LEP stakeholders as outlined in the MPOs Public Participation Plan and Environmental Justice Plan. See Appendices F and I.

Section 8: Title VI Training
The Title VI Coordinator attends trainings as they are available and as staff time allows. The Title VI Officer strongly encourages sub-recipients to attend any upcoming training events related to Title VI via verbal meeting announcements or e-mail communication.
Section 9: Complaint Procedure
Anyone who believes they have been excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any MPO program or activity because of their race, color, national origin, age, sex, or disability may file a formal complaint with the Title VI Coordinator, Ohio Department of Transportation (ODOT) or the Federal Highway Administration (FHWA).

If a complaint is filed with ERPC the ERPC Title VI compliant form must be used. Complaints must be filed in writing within 180 days from the last date of the alleged discrimination per USDOT’s 49 CFR §21.11(b). Reasonable efforts will be made to assist persons with disabilities, non-English speakers, and others unable to file a written complaint. Complaints may be submitted via mail, email, fax or in person to:

Erie County Regional Planning MPO
Planning@ErieCounty.OH.Gov
2900 Columbus Ave. Sandusky, OH 44870
419.627.6670(fax)

After the complaint is filed with the MPO it must be investigated within sixty days. MPO staff will also forward the complaint to Erie County’s Human Resource Department for their review and comment. Investigating a complaint includes interviewing all parties involved and key witnesses. The investigator may also request relevant information such as books, records, electronic information, and other sources of information from all involved parties. The subcommittee of the compliant may make a request to exclude a particular individual or individuals who may have a conflict of interest. See Appendix D for a copy of the compliant form.

A compliant may also be filed with the Ohio Department of Transportation or the Federal Highway Administration. Please note that if a complaint is filed with either of these agencies for investigation they have their own procedures for reviewing complaints. Information regarding how to contact these agencies is listed below:

ODOT Office of Equal Opportunity
1980 W. Broad Street | Mail Stop 4110
Columbus, Ohio 43223
Phone: (614) 466.3264

FHWA- Ohio Division
200 North High Street Rm. 328
Columbus, Ohio 43215
Phone: 614.280.6896
A. Accepting Complaints in Alternative Forms
Individuals with any type of disability may submit a complaint in an alternate format. Please contact the Title VI Coordinator for assistance. To date there have been no requests for alternative forms.

B. Record Keeping Requirement
The Planning Director and Title VI Coordinator will ensure that all records relating to the MPO’s Title VI Complaint Processes are maintained in department records and will be available for review upon request. To date there have been no complaints, investigations or lawsuits filed with the ERPC planning offices since 2003 when the MPO was created. Staff has also asked the Sandusky Transit System’s Administrator to forward any Title VI complaints that they receive in the future. As of 2/19/19 the Transit Administrator has stated that there have been no complaints to her knowledge. See Appendix G.

Section 10: Dissemination of Title VI Information
A. Notification of Rights
The MPO uses its website to disseminate the Title VI Non-Discrimination Policy and Procedures as well as bulletin postings. The policy is also available in hard copy by request. To date, there have been no requests for copies.

B. Public Participation Process
The MPO incorporates policies and procedures to ensure that no person is excluded from participation in the agency’s transportation and community development planning activities, programs, operations, and/or services. The MPO takes positive steps to include all members of the community in the decision making process; to that end, the agency adopted an updated. ERPC maintains an easily accessible list of all committee members broken down by race. Committee recruitment for new members is ongoing and is undertaken by staff through verbal and written efforts. See Appendix H.

The ERPC MPO has a Public Participation Plan (PPP) which is currently being updated. The current PPP is posted on the department’s website and available by request. Once the updated plan is completed it replace the current copy. Methods to engage minority and LEP populations have consisted of the public outreach methods listed in ERPC’s public participation plan. In addition, ERPC has continued to host the Title VI document online and offer hard copies upon request. See Appendix I. To date, there have been no requests for copies for either document.
C. Outreach Efforts and Public Comment
The MPO has established several venues for presenting/releasing public information. The MPO encourages the community to participate in the public review process and comment on proposed transportation services, programs, plans and activities. The MPO uses a mix of the following methods to forward information and solicit public participation and comment when feasible:

- Public meetings/open houses, announced through flyers, social media and/or legal notices in the newspaper
- Agency website releases
- Release of project, program, plan, and activity summary sheets
- Preparation of biennial newsletters
- Public Service Announcements (PSAs) via the radio/television

Public comments on projects are accepted in written format via US mail, email or via other forms at public events. All MPO meetings are scheduled in ADA-accessible locations. Other arrangements can be made upon request. To date there have been no complaints relative to meeting accessibility or the ability to submit comments.

Section 11/12: Limited English Proficiency and Environmental Justice
Annually, MPO staff examines the most recent census data (American Community Survey 2012-2016) to identify regionally significant population concentrations by race, disability status, age, low income status within its planning area. National origin and limited English proficiency will be included in all future environmental justice reports. Such transportationally disadvantaged groups are identified, quantified and mapped. The results of this study are made publicly available.

A. Evaluating Impacts on EJ Groups
The MPO staff includes planners and data analysts who execute their analyses using accepted best practices. Staff works with ODOT by assisting with standard traffic modeling to predict impacts and forecast the effects of planned projects. On-going processes collect and monitor information about how transportation services/projects affect low-income and minority populations. The MPO staff collects and analyzes crash and safety data, commute time, congestion, access to public transit, employment and institutional services and any other relevant data to assess transportation impacts. Environmental impacts are established based on noise, air quality, rights-of-way takes, neighborhood accessibility/isolation factors, parks, schools, cultural facilities, historical sites and archeological sites are also woven into the planning process. Current available data is collected and analyzed for every new significant project or service.
ERPC MPO staff has completed the 2019 Environmental Justice Report which maps all the Transportation Improvement Projects for FY 2019-2022. Limited English Proficiency Populations have been identified in the central eastern portion of the City of Sandusky and within Perkins Township. Minority Populations were also mapped. The City of Sandusky was identified as having a higher percentage of minorities than other areas of the county. Project sponsors who have projects in this area are anticipated to work with ODOT to ensure that Title VI requirements are covered. ERPC staff has also conducted research of mobility needs for underserved groups through conducting outreach sessions. See Appendices E and F.

B. Assessment of Limited English Proficiency
Recipients of federal funds are required to take reasonable steps to ensure meaningful access to their programs, services and activities by persons of limited English proficiency. The Four Factor Analysis is available at the end of this plan. As per 49 CFR part 21, FTA established a 4-factor process to assess the level of accommodation appropriate to LEP populations and recipients of federal funding including:

- The number or proportion of LEP persons eligible to be served or likely to be encountered by the program or grantee.
- The frequency with which LEP individuals come in contact with the program.
- The nature and importance of the program, activity or service provided by the program to people’s lives.
- The resources available to the grantee/recipient and costs.

The Erie County MPO area has .3% of its households reported as being a LEP with the State of Ohio’s being 3.1% according to the 2016 Census. Additionally, there have been no requests for translation services. Important MPO documents are available to any through public request in various forms including electronic. As a result of this and the results of the Four Factor Analysis the ERPC MPO has not conducted a language assistance plan. ERPC would gladly provide documents for translation if requested.

C. Addressing Limited English Proficiency
Staff has reviewed the latest Census data per the four factor recommended by DOT’s LEP standards and have discovered that a language assistance program is not required as there is little evidence of its need at this time.

Section 13: Review of Directives
At the end of each fiscal year, Commission staff will review the Public Participation Program to determine if the objectives of the program were fulfilled.
Section 14: Compliance and Enforcement Procedures
The Committee signs Assurances with ODOT annually in a Resolution Format. The Committee’s staff will continue to assist ODOT with ensuring Title VI compliance as requested. MPO staff will maintain the Title VI plan and update it as requested.
Erie County Regional Planning Commission Urbanized Area
4-factor process 2018
as suggested by DOT’s LEP recommended standards

Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered by the program or grantee
According to the 2016 American Community Survey (ACS), the numbers of persons who “speak a language other than English at home” reached 2,520 persons. The largest linguistic groups speaking a language other than English at home included Spanish (.46%) and Chinese (less than .01%). Data also suggests that 101 households suffered from LEP equating to just 0.1 percent of all households.

Factor 2: The frequency that LEP individuals come in contact with the program
LEP persons may come into contact with Commission activities, services and personnel in a variety of locations. The most common areas where the LEP population would come in contact with the Commission programs, activities or services would include: public meetings, public events, thru local newspapers, and/or the Commission’s website or office.

The Agency supports data analysis for those agencies providing public transportation services and will encounter the elderly, the disabled, persons of minority status and the poverty stricken when providing information or referral services. Of critical importance is that the Commission has not encountered non-English speaking individuals requesting services since its establishment in 2003.

Factor 3: The Nature and Importance of the Program, Activity, or Services Provided
Establishing the level of the MPO’s importance to the LEP population is difficult. The Commission’s work program is designed primarily to work with transportation professionals, elected officials and community stakeholders. The limits of the Agency’s involvement in any one area certainly could not be considered “serious or life threatening”; the Commission simply does not provide that level of service nor does it have the ability to deny critical services. The Commission’s public participation process is however important to the protected classes. Public meetings are scheduled to collect input from the general public when transportation plans, programs or services are developed or if a major change in the transportation system is proposed. An ability to speak and understand English is needed to participate in these public meetings, but there are alternative ways to submit comments and suggestions including comment cards and e-mail. In addition, upon request, the Commission will retain an interpreter to translate these comments if needed.
Public outreach efforts to LEP persons are conducted by the Commission; however, as discussed, the LEP community is relatively small. The region does not have a recognized organization or advocacy group for non-English language individuals. Based on the multiplicity of different linguistic groups and the overall small population of LEP households, the Commission will not prepare planning documents in non-English languages. Documents may be translated into Braille or other language on request with advanced notice. Since 2003, there have been no requests for document translation.

At public meetings, information is displayed utilizing appropriate visualization techniques, with graphs, photographs, drawings, and/or maps that can be interpreted with minimal language skills. Public comments can be submitted in person, or by telephone, email, U. S. Postal Service, or from the floor at public meetings. All comments become part of the public record. All public information or requests for public input are prepared with the intent to communicate clearly with a minimum of jargon and with clear, simple language.

In addition, the county’s and he commission’s websites have the capability to translate languages for online users through Google online translation services. Based on current reporting within planning area the largest interpretive needs would be for Spanish speaking LEP individuals. While there are other language groups, Spanish is the most prevalent language among non-English speakers.

Factor 4: The Resources Available to the Commission and Costs

The Commission has not received any specific requests for translated materials to date and is reluctant to underwrite the costs of such activity if not needed /used. Title VI updates will be undertaken annually by the internal staff members as needed or requested.

DEMOGRAPHIC OVERVIEW OF TITLE VI, EJ & LEP POPULATIONS

The demographic characteristics of the Title VI, EJ and LEP populations within the planning area were established using (ACS) data. The overview below examines the protected classes at local and regional trends as well as current data.

AGE – The over 65 population is a protected class that is growing in proportion across the planning area. Table 1 reveals the current total population, population density, gender and elderly status by tract. Map 1 reveals the population density of each tract and Map 2 identifies areas in the planning area where the proportion of elderly is higher than the planning area average (20.4%). Elderly population is seen clustered in the urban areas including the Cities of Sandusky and Vermilion.
MINORITY – The minority population inside the county has grown steadily. Table 2 provides data at the census tract level by major minority groups and identifies concentrations above the planning area average (14.7%). Map 3 depicts the distribution of tracts with minority populations that account for a percentage above and below the planning area’s average. A large concentration of minority groups are located within the City of Sandusky and the City of Vermilion.

POPULATION/HOUSEHOLD POVERTY –Table 3 identifies the 100 percent poverty level at the per capita, household and family income levels by census tract. Maps 4 and 5 depict per capita and household poverty levels as they relate to the county averages, 13.7% for individuals and 12.4% for households respectively. Poverty is concentrated in the urban areas.

DISABILITY – The number of people with disabilities in the planning area has steadily grown over the last two decades. Table 4 identifies the extent of individuals by disability type and by tract and Map 6 depicts the percentage of disabled population by census tract compared to the planning area’s average of (14.7%). The eastern half of the planning area has a higher concentration of disabled populations with the exception of the City of Sandusky.

LIMITED ENGLISH PROFICIENT HOUSEHOLDS – Collectively, Maps 7 & 8 and Tables 5 & 6 work to establish the range of LEP households and persons by census tract. Table 5 identifies the number of LEP or Linguistically Isolated Households (“households in which no one 14 and over speaks English “very well”) by tract as well as the number of people living in these households. Map 7 reflects the proportion of LEP Households and LEP Individuals across the planning area. As shown, roughly 0.21 percent of the population reside in linguistically isolated households. The majority of these households are located within the City of Sandusky and Perkins Township.

LIMITED ENGLISH PROFICIENT POPULATION – The 2016 ACS provided updated information on LEP persons. According to the most recent ACS estimates, languages with 100 plus individuals that speak English less than “very well” are limited to Spanish (14.3% of the total LEP population) and Chinese (0.16% if the total LEP population). Table 6 identifies the distribution and primary language of LEP individuals, indicating tracts where more than 1 percent of the population is LEP in the same language. Map 8 identifies the geographic locations and the percentages of that population throughout the planning area below and above the area average of 3.5%). The majority of these populations are located in the City of Sandusky in in the rural areas directly south of the city.
**Minority:** The smaller part of a group. A group within a country or state that differs in race, religion or national origin from the dominant group. According to EEOC guidelines, minority is used to mean four particular groups who share a race, color or national origin. These groups are:

American Indian or Alaskan Native. A person having origins in any of the original peoples of North America, and who maintain their culture through a tribe or community.

Asian or Pacific Islander. A person having origins in any of the original people of the Far East, Southeast Asia, India, or the Pacific Islands. These areas include, for example, China, India, Korea, the Philippine Islands, and Samoa.

Black (except Hispanic). A person having origins in any of the black racial groups of Africa.

Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

The many peoples with origins in Europe, North Africa, or the Middle East make up the dominant white population. Of course, many more minority groups can be identified in the American population. However, they are not classified separately as minorities under EEO law. It should be noted that women are not classified as a minority. However, they have experienced the same kind of systematic exclusion from the economy as the various minorities. Thus, they are considered as having "minority status" as far as the law is concerned.

https://www.archives.gov/eeo/terminology.html

**Member Selection Process:** The MPO Policy and Technical Advisory Committee members are chosen by the Bylaws of the MPO. Anyone is able to attend the meetings, but votes are limited to those listed in the bylaws. Committee members may select alternatives of their choice if they are unable to make a meeting. The MPO staff is not involved with choosing their alternative selection. As requested by ODOT committee member’s minority statues will be attached to this update.

Special committees such as the Bicycle and Pedestrian Advisory Committee and Citizen Advisory/Safety Committees are open to the public. The initial committee members are invited by staff if they are believed to have an interest in the committee’s focus. Staff frequently asks members for recommendations for additional members. Public meetings are held often. The offer to join is also posted on ERPC’s website under each committee’s page.

**Minutes from the MPO Policy Meeting Adopting the Title VI Update**

The Title VI Plan Update was presented at the TBD, 2019 MPO Policy Meeting. Formal minutes were taken at the meeting and presented to the committee for approval on TBD.
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Source: US Census Bureau, 2016 5-year American Community Survey Table B01001
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Source: US Census Bureau, 2016 5-year American Community Survey Table B03002
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Source: US Census Bureau, 2016 5-year American Community Survey Tables C17002, B17017
Map 4 - Population in Poverty

Legend

PCT of Population below 100% Poverty

- Green: 1.7 - 4.4
- Green: 4.5 - 9.4
- Yellow: 9.5 - 13.7 (Planning Area Average 13.7%)
- Orange: 13.8 - 20.0
- Red: 20.1 - 29.0

Source: 2016 US Census Bureau 5-Year ACS
November 2018

Created by Erie County Regional Planning Commission
Metropolitan Planning Organization
Map 5 - Household Poverty

Legend
PCT Households Living in Poverty
- Green: 2.0 - 4.0
- Green: 4.1 - 8.0
- Green: 8.1 - 12.4
- Yellow: 12.5 - 18.0
- Orange: 18.1 - 35.0

Source: 2016 US Census Bureau 5-Year ACS
November 2018
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<th>% Vision</th>
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Source: US Census Bureau, 2016 5-year American Community Survey Table S1810
Map 6 - Disabled Population

Legend

PCT Population with a Disability

- Green: 8.5 - 10.0
- Light Green: 10.1 - 12.7
- Yellow: 12.8 - 14.7 (Planning Area Average 14.7%)
- Orange: 14.8 - 18.0
- Red: 18.1 - 20.0
### TABLE 5: LIMITED ENGLISH PROFICIENCY HOUSEHOLDS BY CENSUS TRACTS

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</table>

Source: US Census Bureau, 2016 5-year American Community Survey Table B16003
Map 7 - Limited English Proficiency Households

Legend

PCT Limited English Households
- Green: 0.00 - 0.15
- Light Yellow: 0.16 - 0.21 (Planning Area Average .21)
- Orange: 0.22 - 0.40
- Red: 0.4 - 1.50
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<th>Census Tract</th>
<th>Total</th>
<th>Total English Proficient</th>
<th>Limited English Proficient</th>
<th>LEP - Spanish</th>
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<tr>
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</table>

Source: US Census Bureau, 2016 5-year American Community Survey Table C16001
Map 8 - Limited English Proficiency Population

Legend
PCT of Population that speak English "less than very well"

- Green: 0.56 - 1.7
- Light Green: 1.8 - 2
- Yellow: 2-3.5 (Planning Area Average = 3.5%)
- Orange: 3.6 - 6.0
- Red: 6.1 - 7.6

Created by Erie County Regional Planning Commission
Metropolitan Planning Organization
Source: 2016 US Census Bureau 5-Year ACS
November 2018
RESOLUTION NUMBER 2019-05

OF THE METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE OF THE ERIE REGIONAL PLANNING COMMISSION

APPROVING A RESOLUTION TO APPROVE THE ERIE REGIONAL PLANNING COMMISSION METROPOLITAN PLANNING ORGANIZATION REVISED PUBLIC INVOLVEMENT POLICY (PIP) AND TITLE VI PLANS.

WHEREAS, this Committee is the Metropolitan Planning Organization (MPO) for Erie County; and

WHEREAS, it is the responsibility of this Committee to approve federally-funded transportation projects from Erie County which appear on the TIP as well as other planning documents related to the operation of the MPO; and

WHEREAS, the revised PIP and Title VI plans will ensure consistency with current federal public involvement regulations and interim guidance related to the Fixing America’s Surface Transportation Act; and

WHEREAS, the PIP and Title VI plans includes changes to the policies in light of current public involvement practices as well as new plans and other procedures that have been developed since the adoption of the updated plans; and

WHEREAS, the PIP and Title VI plans guarantees continued compliance with state laws governing open meetings and public access to MPO documents; and

WHEREAS, the Technical Advisory Committee and the Policy Committee have analyzed this request and found it to be consistent with the long range plan of the Erie Regional Planning Commission; and

NOW THEREFORE BE IT RESOLVED:

1) That this Committee recognizes the importance of public involvement to the MPO process and does hereby approve the updated PIP and Title VI plans as important MPO documents.

2) That this Committee authorizes Erie Regional Planning Commission staff to provide copies of this Resolution to the appropriate agencies as evidence of action by the Metropolitan Planning Organization.

Patrick Shenigo, 2019 Chairperson
Metropolitan Planning Organization Policy Committee
Erie Regional Planning Commission

April 25th, 2019
Erie County, Ohio MPO
Title VI Plan Policy Statement

It is the Erie County Regional Planning Commission’s Policy that all recipients of federal funds that pass through this agency ensure that they are in full compliance with Title VI and all related regulations and directives in all programs and activities. No person shall, on the grounds of race, color, national origin, sex, age, disability, low-income status, or limited English proficiency be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of ERPC’s programs, policies, or activities.

This report was prepared in cooperation with the United States Department of Transportation, Federal Highway Administration. Federal Transit Administration, the Ohio Department of Transportation and local units of government. The contents of this report reflect the view and opinions of the Erie County Regional Planning Commission which is responsible for the facts and accuracy of data presented herein. The contents of this report do not necessarily reflect the views or official policies of the United States Department of Transportation, Federal Highway Administration, Federal Transit Administration, or the Ohio Department of Transportation. This report does not constitute a standard, specification, or regulation.

PUBLIC NOTICE
Title VI of the Civil Rights Act of 1964

“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 subjected to discrimination under any program or activity receiving federal financial assistance.”

Title VI of the Civil Rights Act of 1964 and supplemental legislation prohibits agencies that receive federal assistance from discrimination based on race, color, national origin, sex, age, disability, low income and limited English proficiency.

Anyone who believes that an agency or local government receiving federal funding mentioned above has discriminated against them, they have the right to file a complaint within 180 days of the alleged discrimination.

A Title VI Plan is located online at:
https://www.eriecounty.oh.gov/ErieRegionalPlanningCommission.aspx and in the Erie County Regional Planning Commission Office at 2900 Columbus Avenue Sandusky, Ohio 44870
Phone: 419.627.7793 E-Mail: Planning@ErieCounty.OH.Gov

Title VI & ADA Coordinator, Nicole Grohe
RESOLUTION NUMBER 2018-02
OF THE METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE
OF THE CONTINUING COMPREHENSIVE LAND-USE AND TRANSPORTATION
PROGRAM FOR ERIE COUNTY, OHIO.

A RESOLUTION OF SELF-CERTIFICATION OF THE METROPOLITAN
TRANSPORTATION PLANNING PROCESS

WHEREAS, the Policy Committee of the Continuing Comprehensive Land-Use and
Transportation Program of the Erie County Regional Planning Commission (ERPC) who is
designated as the Metropolitan Planning Organization (MPO) for the Sandusky urbanized
area by the Governor acting through the Ohio Department of Transportation in cooperation
with locally elected officials of Erie County and as evidenced in the Agreement of
Cooperation Number 15402 between the Ohio Department Of Transportation, Board of
County Commissioners of Erie County, Ohio and the Erie Regional Planning Commission;
and

WHEREAS, the federal regulations published as 23 CFR 450 require that the metropolitan
transportation planning process shall include activities to support the development and
implementation of a Regional Transportation Plan and a Transportation Improvement
Program and subsequent transportation planning activities to the degree appropriate for the
area; and

WHEREAS, the federal regulations published as 23 CFR 450 requires ERPC as the MPO
for the Sandusky Urbanized area, to annually self certify through its Policy Committee that
the transportation planning process is addressing the major issues in the metropolitan
planning area and is being conducted in accordance with the following applicable
requirements.

a. That the planning process shall be consistent with Sections 8(e) and 3(e) of the
Federal Transit Act concerning the involvement of the appropriate public and
private transportation providers (49 USC 1607 and 1602 (e));

b. That the planning process shall be consistent with Title VI of the Civil Rights
Act of 1964 and the Title VI assurance executed by each State under 23 USC
344 and 29 USC 794;

c. That the planning process shall be consistent with Section 105(f) of the Surface
Transportation Assistance Act of 1982 regarding the involvement of minority
business enterprises in FHWA and FTA funded projects (Public Law 97-424,
Section 105(f) and 49 CFR Part 23);

d. That the planning process shall be consistent with Section 16 of the Federal
Transit Act (49 USC 1612), Section 165 (b) of the Federal-Aid Highway Act of
1973, as amended, and 49 CFR 27 which call for special efforts to plan public
mass transportation facilities and services that can effectively be used by elderly
and disabled persons

e. That the planning process shall be in conformance with the applicable
requirements of Sections 174 and 176(e) and (d) of the Clean Air Act (42 USC
7504, 7506 (c) and
WHEREAS, the federal regulations published as 23 CFR 450 further require that the State and the Metropolitan Planning Organization shall certify that the planning process is being carried out in conformance with all the applicable requirements of 23 USC 134 and 49 USC 1607, which indicate "...the Secretary (of the United States Department of Transportation) shall cooperate with the State and local officials in the development of transportation plans and programs which are formulated on the basis of transportation needs with due consideration to comprehensive long-range land use plans, development objectives, and overall social, economic, environmental, system performance, and energy conservation goals and objectives, and with the consideration to their probable effect on the future development of urban areas of more than 50,000 population. The planning process shall include an analysis of alternative transportation system management and investment strategies to make more efficient use of existing transportation facilities and development of long-term financial plans for regional urban mass transit improvements and the revenue available from current and potential sources to implement such improvements. The process shall consider all modes of transportation and shall be continuing, cooperative, and comprehensive to the degree appropriate based on the complexity of the transportation problems," and

WHEREAS, Executive Order 12898: Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations requires that recipients of Federal funds make a meaningful effort to involve low-income and minority groups in the process to make decisions regarding the use of federal funds; and also requires that they attempt to identify and address any disproportionately high and adverse human health and environmental effects on minority and low-income groups, which may result from the implementation of their plans and programs, and

NOW THEREFORE BE IT RESOLVED:

1) That this Committee certifies that the Metropolitan Planning Organization’s metropolitan transportation planning process complies with the metropolitan planning requirements as set forth above.

2) That this Committee authorizes Erie Regional Planning Commission staff to provide copies of this Resolution to the appropriate agencies as evidence of action by the Metropolitan Planning Organization.

[Signature]
Patrick Shenigo, 2018 Chairperson
Metropolitan Planning Organization Policy Committee
Erie Regional Planning Commission

April 26, 2018
Erie Regional Planning Commission
MPO Combined Technical Advisory and Policy Committees
Meeting Minutes April 25th, 2019

PRESENT: Matt Rogers, Erie County Engineer’s Office; Doug Green, City of Huron; Tony Valerius, City of Vermilion; Gary Boyle, Perkins Township; Megan Stooky, Greg Voltz, Nicole DeFreitas, and Tom Horsman, City of Sandusky; Mike Schafrath, ODOT District 3; Dave Foster, ERPC Chair; Nick Katsaros, First Energy; Steve Poggiali, Carrie Whitaker and Nicole Grohe; ERPC staff.

Mr. Poggiali called the meeting to order at 2:00 P.M. at the Erie County Office Building 3rd floor chambers.

Agenda Item #1 Consideration of the February 15th, 2019 Technical Advisory and February 21st, 2019 Policy Committee Meeting Minutes: Mr. Poggiali requested the committee consider the approval of the minutes from the February 15th, 2019 Technical Advisory and February 21st, 2019 Policy Committee meetings. Mr. Foster motioned to approve the minutes as presented and Mr. Green seconded the motion. All voted aye, motion passed. No further discussion was held on this item.

Agenda Item #2: Resolution 2019-02 Self-Certification: Mr. Poggiali then discussed what the MPO self-certification and asked the committees to consider making a motion. Mr. Voltz motioned to approve Resolution 2019-02 approving the MPO Self-Certification for SFY 2020. Mr. Green seconded the motion, all voted aye and the motion passed. No further discussion was held on this item.

Agenda Item #3: Resolution 2019-03 SFY 2020 Work Plan: Mr. Poggiali then presented the SFY 2020 Work Plan. He discussed the different funding categories listed within the plan. Mr. Boyle motioned to approve the SFY 2020 Work Plan as presented. Mr. Foster seconded the motion, all voted aye and the motion passed. No further discussion was held on this item.

Agenda Item #4: Resolution 2019-04 Air Quality Conformity Concurrence: Ms. Whitaker then presented an overview of the air quality conformity request that was sent by the Northeast Ohio Areawide Coordinating Agency (NOACA) regarding an air quality analysis that was performed on the City of Cleveland and the surrounding area. She stated that since a portion of the MPO is located in Lorain County a concurrence must occur between the MPO’s to show cooperation and coordination. Mr. Foster motioned to approve the air quality conformance analysis as performed by NOACA on the Cleveland area showing non-attainment for the 8-hour ozone standards and fine particulate matters standards as listed in Resolution 2019-04. Mr. Green seconded the motion, all voted aye and the motion passed. No further discussion was held on this item.
**Agenda Item #5: Resolution 2019-05 Title VI and Public Involvement Plan Updates:** Next Ms. Grohe presented changes to the Ohio Department of Transportation (ODOT) Metropolitan Planning Organization (MPO) administrative manual as pertaining to the MPO’s Title VI and Public Involvement Plans. She stated ERPC staff have updated these plans to reflect the changes. She went over the changes with the committees and then asked the committees to consider making a motion. Mr. Green motioned to approve the updated Title VI and Public Involvement Plan Updates as presented as listed in Resolution 2019-05. Mr. Voltz seconded the motion, all voted aye and the motion passed. No further discussion was held on this item.

**Agenda Item #6: Resolution 2019-06 Transit Performance Measures:** Ms. Whitaker then presented information about the state Transit Performance Measures presented by ODOT as discussed at the last MPO committee meeting. She stated that the MPO staff has spoken with the Sandusky Transit System Administrator and 5310 grant recipients about the supporting the state’s measures as requested by the committees. She stated that during these discussion all parties present believed that the supporting the state’s proposed transit performance measures were achievable. She then asked for the committees to consider making a motion. Ms. DeFreitas motioned to approve Resolution 2017-06 which would support the state’s recommendations for transit performance measures. Mr. Foster seconded the motion, all voted aye and the motion passed. No further discussion was held on this item.

**Agenda Item #7: Resolution 2019-07 Consideration of Amendment of the Strub Road and Columbus Avenue Resurfacing Project, PID 96331:** Ms. Whitaker then discussed that the Erie County Engineer’s Office has requested to split their Columbus Avenue and Strub Road project into two Project Identification Numbers (PIDS) in order to expedite the project. She explained that the project had already been pushed back a couple State Fiscal Years (SFYs) to accommodate other work that was planned to occur by ODOT near the Strub Road and US 250 portion of the project. Ms. Whitaker explained that there have been several set backs on the state’s end and that by splitting the project into two PIDS the engineer’s office could start on a portion of the project. Mr. Rogers motioned to approve Resolution 2017-07 which would split the Columbus Avenue and Strub Road project into two PIDS PID 96331 (Columbus Avenue Resurfacing from Perkins Avenue to Bogart Road) totaling $790,400 in CO/CE for SFY 2020 and PID 110337 Strub Road Resurfacing (Strub Road from Columbus Avenue to US 250) for $225,600 in CO/CE in SFY 2021 and $176,000 in TA funds. Mr. Boyle seconded the motion, all voted aye and the motion passed. No further discussion was held on this item.

**Other Business:**

**US 6 Corridor Study:** Ms. Whitaker stated that TranSystems has completed a draft of the recommendations for the US 6 Corridor Study. She stated that the next stakeholder meeting will occur during the regularly scheduled Policy Committee meeting on 5/23 at 2:00 PM at the Sandusky Library. No further discussion was held on this item.
Regional Safety Plan: Ms. Whitaker stated that ERPC has been awarded by ODOT the assistance of a consultant, WSP/Murphy Epson, to conduct a regional safety study. She stated that the scope is currently being drafted and that ERPC staff are currently working on compiling a stakeholder list.

Traffic Count Database: Ms. Whitaker continued by stating that the ERPC MPO’s traffic count database has been merged with ODOT’s. She stated that the same vendor (MS2) is being used and that the link to the site can be accessed on the MPO’s website or on ODOT’s traffic monitoring webpage (TMMS).

2019 Active Transportation Month: Ms. Grohe then reviewed the activities planned for Active Transportation Month. She invited the committee members to take part in the events.

Erie County Bicycle and Pedestrian Plan Update: Next, Ms. Grohe stated that the Erie County Bicycle and Pedestrian Plan is currently being updated and that it is anticipated to be finalized by the end of the year. She stated that public input surveys are currently available until 5/19. She invited the committee members to fill out the surveys.

Mobility Management in Erie County: Ms. Grohe then discussed that Erie County has been assigned a mobility manager and that her services can be utilized free of charge. She encouraged the committee members to visit the Great Lakes Community Action Partner’s website on Erie County Mobility Management and utilize it as a resource.

No further meeting discussion was held and the MPO meeting was adjourned.

Respectfully Submitted,

Nicole Grohe, Associate Planner

Erie County Office of Regional Planning

Metropolitan Planning Organization
LEGAL NOTICE
PUBLIC MEETING TO GATHER PUBLIC COMMENTS ABOUT UPDATES TO THE ERIE COUNTY REGIONAL PLANNING METROPOLITAN PLANNING ORGANIZATION TITLE VI PLAN AND PUBLIC INVOLVEMENT POLICY, ERIE COUNTY, OHIO

The Erie Regional Planning Commission (ERPC) will be conducting a public hearing on February 19, 2019 to gather public input about updates to the ERPC Title VI Plan and the Public Participation Plan. The public meeting will be held in the Erie County Commission Chamber, Third Floor, Settlers Center, 2000 Columbus Avenue, Sandusky, Ohio. The session will be from 4:30 p.m. to 6:30 p.m. Staff will be available to answer questions. The success of any plan is reliant upon a strong public involvement program. Therefore, the ERPC has committed itself to pursue a proactive public outreach effort throughout the development of the ERPC Title VI Plan and the Public Participation Plan.

Updates. Efforts will focus on soliciting community involvement to maximize awareness and provide a forum for public participation in order to build support and gain public input for the updates and to ensure that the updates reflect the values of Erie County. The Title VI Plan is a blueprint on how ERPC complies with Title VI regulations. The Public Involvement Policy outlines the process in which ERPC interacts with the public. These documents are being presented at the same time as they are interrelated.

To ensure that Erie County’s quality of life, economic viability and mobility are preserved and protected, ERPC would like your input. Local officials consider public involvement a critical step in developing a successful plan.

January 29th, 2019
**SURFACE TRANSPORTATION PROGRAM (STP) PROJECT EVALUATION FORM**

A + sign indicates bonus points. The goal of bonus points is to simultaneously assist the scoring committee in better understanding projects and to help project sponsors by encouraging and rewarding the completion of preliminary work. A total of 18 bonus points are possible. Project sponsors are responsible for supplying information for bonus points. Documentation should be performed by a certified engineer or other professional when applicable.

Project Name: ________________________________________________________________

Project Location: _______________________________________________________________

Project Sponsor: ____________________

Proposed State Fiscal Year: ____________________________

Page 1 Final: __________  Page 2 Final: _______  Page 3 Final: _______

Grand Total / 95

Project Rank: ______________  Required letter of support from governing body: _______ Yes

---

1. Is the project identified in the 2040 Long Range Transportation Plan?
   - Yes (3 points)  No (0 points)  Documented (+1 point)

2. Mark the functional classification of the project. If a project falls in more than one category choose one that yields the highest points. Local roads are not eligible.
   - Arterial (3 points)  Other (0 points)  Collector (2 points)

3. Does the project create/upgrade/preserve facilities for bicyclist or pedestrians?
   - Creates, Upgrades & Preserves (3 points)  or  Preserves (1 point)  Documented (+1 point)
   - Neither (0 points)

4. Does the project connect multiple modes of transportation? EX: Putting in sidewalks or bikeways, bus stops or other connections that positively affect freight movements or airport access
   - Yes (3 points)  No (0 points)

5. Does the project preserve/upgrade the existing roadway system? Both may be selected if it applies.
   - Yes, upgrades (3 points)  Yes, preserves (3 point)  Neither (0 points)

6. Is the project located in an area that has been identified as having a high crash area?
   - Yes (3 Points)  No (0 points)  Documented (+2 point)

---

Page Total: /21  
Bonus Total: /4  
Final: ______
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<th>Question</th>
<th>Yes (Points)</th>
<th>No (Points)</th>
<th>Documented (+1 Point)</th>
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<td>Yes (3)</td>
<td>No (0)</td>
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<td>8. Does the project include any ITS component(s)?</td>
<td>Yes (3)</td>
<td>No (0)</td>
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<tr>
<td>9. List the ADT of the project if available.</td>
<td>6,000 or +</td>
<td>&lt;1,000</td>
<td>1,000 to 5,999</td>
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<td>10. Does the project incorporate access management techniques?</td>
<td>Yes (3)</td>
<td>No (0)</td>
<td></td>
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<tr>
<td>11. Is the project within an urbanized area?</td>
<td>Yes (3)</td>
<td>No (0)</td>
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<td>12. How much impact does the project have in revitalizing/preserving the</td>
<td>Major (3)</td>
<td>Minor (1)</td>
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<tr>
<td>character of a given jurisdiction’s urban core, community center or</td>
<td>No effect (0)</td>
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<tr>
<td>neighborhood?</td>
<td></td>
<td></td>
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<td>13. Does the project have a positive impact in an Environmental Justice</td>
<td>2+ Groups (3)</td>
<td>1 Group (1)</td>
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<td>Area?</td>
<td>No (0)</td>
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<td>14. Is the project referenced in any submitted current land use/</td>
<td>Yes (2)</td>
<td>No (0)</td>
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<td>comprehensive plan, thoroughfare plan, related transportation or land</td>
<td></td>
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<td>use study other than the Long Range Transportation Plan?</td>
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<td>15. Does this project reduce transportation user costs?</td>
<td>Yes, Moderately</td>
<td>No (0)</td>
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</tr>
<tr>
<td>16. Does this project improve or enhance tourism travel?</td>
<td>Yes, Moderately</td>
<td>No (0)</td>
<td></td>
</tr>
<tr>
<td>17. Does this project support existing businesses/industry by preserving</td>
<td>Upgrades (3)</td>
<td>Preserves (1)</td>
<td></td>
</tr>
<tr>
<td>or upgrading an existing route to a commercial or industrial area?</td>
<td>No (0)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>18. Does the project improve air quality? (Reducing vehicle emissions,</td>
<td>Greatly (2)</td>
<td>Moderately</td>
<td></td>
</tr>
<tr>
<td>decreasing fuel consumption, etc)</td>
<td></td>
<td>Improves/Enhances</td>
<td></td>
</tr>
<tr>
<td>Final:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
19. Does the project preserve natural habitats, decrease wildlife mortality, decrease water pollution, or specifically protect wetlands?

- Greatly (3 points)
- Moderately (1 point)
- Documented (+1 point)
- No (0 points)

20. Does the project include any aesthetic improvement components?

- Greatly Improves (2 points)
- Moderately Improves (1 point)
- Documented (+1 point)
- No (0 points)

21. Project Readiness and Completion History: (Check all that apply, max. total points is 20)

- Documentation Included (2 points)
- Never Participated Before (10 points)
- Preliminary Engineering Complete (5 points)
- Jurisdiction has completed previous programmed projects in the past 5 years by required ODOT lockdown dates (10 points)
- Nothing Completed (0 points)

22. Has the project sponsor completed a public involvement plan (PIP) for the proposed project?

- Yes (3 points)
- No (0 points)
- Documented (+1 point)

23. Did the project sponsor include a site map outlining the project in their application?

- Yes (3 points)
- No (0 points)
- Documented (+1 point)

24. Has the project sponsor historically attended project sponsor review in the last 3 years?

- Yes, Attended All (3 points)
- Missed < One in the Past 3 Years (1 point)
- Missed >2 (0 points)

25. Has the jurisdiction pushed back a project a SFY year or more since its original listing date on the TIP?

- No (5 points)
- Yes (0 points)
- Documented (+1 point)

26. Does the project connect to logical termini?

- Yes (3 points)
- No (0 points)
- Documented (+1 point)

27. Number of users benefitting from the project.

- Documented (3 points)
- None (0 points)
TRANSPORTATION ALTERNATIVE

If the project does not include any of the criteria points as listed per question, it automatically earns zero points. A + sign indicates bonus points. The goal of bonus points is to simultaneously assist the scoring committee in better understanding projects & to help project sponsors by encouraging & rewarding the completion of preliminary work. Documentation should be provided by a certified engineer or other professional when applicable. There are 250 points available and 32 bonus points.

☐ Letter of support from governing body (required)

1. Is the project consistent with the goals & objectives of the ERPC MPO 2040 Long Range Transportation Plan?

   5             2.5            0

☐ Specifically Identified ☐ Generally Supports ☐ Not Supported

   In the LRTP Goals of LRTP

2. To what extent does the project increase or otherwise improve the utilization of an existing transportation system?

   5                        2.5                0    +4

☐ Major/Significant ☐ Minor ☐ Not Supported ☐ Documented

3. Does the project increase services to Special Populations which includes: Elderly, Minority, Transportation Disabled & Low Income populations?

   5                                 2.5            0

☐ Yes, 2 or More Groups ☐ Yes, 1 Group ☐ Not Supported

4. Project Readiness: Please check all that apply: ☐ Documented (+4 points) ☐ No Phases Completed (0 points) ☐ Construction Phase Planned (.5 points) ☐ Right of Way Phase Completed (.5 points) ☐ Environmental Phase Completed (1 points) ☐ Preliminary Engineering Phase Completed (3 points)

5. Number of users benefiting from the project.

   5                        0

☐ Documented ______ None

Page 1 Total: /20
Page One Bonus Total: / 4

Page 1 Final Total:_______
6. Will the public be given a chance to provide input regarding the project?

\[ \begin{array}{ccc}
10 & 0 & +4 \\
\boxed{\square \text{Yes}} & \boxed{\square \text{No}} & \boxed{\square \text{Public Involvement}} \\
\end{array} \]

\[ \begin{array}{ccc}
\text{Public Involvement} \quad \text{Documentation Provided} \\
\end{array} \]

7. Has the project sponsor delivered other TIP projects by the ODOT assigned lock down dates? List projects from the last five years. Must document delivered projects.

\[ \begin{array}{ccc}
10 & 5 & 0 \\
\boxed{\square \text{100-64\% of the time}} & \boxed{\square \text{63-34\% of the time}} & \boxed{\square \text{Less than 34\%}} \\
\end{array} \]

Project Name____________ Project Name____________
SFY Completed/Locked Down_______ SFY Completed/Locked Down_______
Project Name____________ Project Name____________
SFY Completed/Locked Down_______ SFY Completed/Locked Down_______

8. Has the project sponsor attended all scheduled semi-annual project review meetings?

\[ \begin{array}{ccc}
5 & 0 \\
\boxed{\square \text{Missed 1 or Less}} & \boxed{\square \text{Never Attended or Missed More Than One}} \\
\end{array} \]

9. Has the project sponsor ever been involved with an MPO sponsored project before?

\[ \begin{array}{ccc}
5 & 0 \\
\boxed{\square \text{No}} & \boxed{\square \text{Yes}} \\
\end{array} \]

\[ \frac{\text{Page 2 Total: } 26}{30} \]
\[ \frac{\text{Page 2 Bonus Total: } 0}{4} \]

Page 2 Final Total:______
TRANSPORTATION ALTERNATIVE PROGRAM PROJECT
EVALUATION CRITERIA FOR HISTORICAL & ARCHEOLOGICAL RELATED PROJECTS

Criteria includes: Community improvement activities, which include but are not limited to: historic preservation and rehabilitation of historic transportation facilities; archaeological activities relating to impacts from implementation of a transportation project eligible under Title 23.

1. What is the project’s significance to specific persons or events that have contributed to history?


2. What degree is there a threat to the environment or site if the project is not funded?


3. How much of an increase in negative public exposure to the environment or site is anticipated to occur as a result of this project?

   □ [15] No Increase  □ [8] Minor Increase  □ 0 Major Increase  □ + 2.5 Documentation Provided

Page Total: ____/50
Page Bonus Total: ____/8

Page 3 Final Total: ______
TRANSPORTATION ALTERNATIVE PROGRAM
PROJECT EVALUATION CRITERIA FOR ENVIRONMENTAL & SCENIC RELATED PROJECTS

Criteria Includes: The construction of turnouts, overlooks and viewing areas - Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species and provide erosion control. - Inventory, control, or removal of outdoor advertising. - Planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways. - The recreational trails program. - Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to address storm water management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described select sections of Title 23; or reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.

1. Does the project have a positive impact on environmental protection or presentation?

10      8                 0                 +2
□ Major □ Moderate □ No Impact □ Documentation
Impact Impact Provided

2. What degree is there a threat to the environment or site if the project is not funded?

20              8               0                    +3
□ Major □ Minor □ No Impact □ Documentation
Impact Impact Provided

3. How much of an increase of public exposure to environment or site is anticipated as a result of the project?

20      8    0                        +3
□ Major □ Minor □ No Increase □ Documentation
Increase Increase Provided

Page 2 Total: ___/50
Page 2 Bonus Total: ___/8

Page 4 Final Total: ______

TRANSPORTATION ALTERNATIVE Scoring Sheet
**TRANSPORTATION ALTERNATIVE**
**PROGRAM PROJECT EVALUATION CRITERIA FOR ALTERNATIVE FORMS OF TRANSPORTATION RELATED PROJECTS**

*Criteria includes:* Construction, planning and design of on-road and off-road trail facilities for pedestrians, bicyclists and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990. Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists or other non-motorized transportation users. Construction, planning and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults and individuals with disabilities to access daily needs. The Safe Routes to School Program eligible projects and activities listed in MAP-21.

1. Does the project connect to any existing or planned bicycle or pedestrian paths?

   15  0  +3
   □ Yes  □ No  □ Documentation provided

2. Does the project connect to any logical termini?

   10  0  +1
   □ Yes  □ No  □ Documentation provided

3. Does the project serve any transportation generators?

   10  5  0  +1
   □ 6+ Generators □ 1-5 Generators □ No □ Documentation Provided

4. How much of an increase in public use is anticipated to be generated by this project?

   15  7  0  +3
   □ Major □ Minor □ No Increase □ Documentation Provided

---

Page Total: ____/50  
Page Bonus Total: ____/8

Page 5 Final Total:_______
TRANSPORTATION ALTERNATIVE
PROGRAM PROJECT EVALUATION CRITERIA

Sheet 1 Final Total: ______
+ 
Sheet 2 Final Total: ______
+ 
Sheet 3 Final Total: ______
+ 
Sheet 4 Final Total: ______
+ 
Sheet 5 Final Total: ______

Grand Total_____/250____

Projects Final Rank:

1.____________________________
2.____________________________
3.____________________________
4.____________________________
5.____________________________
6.____________________________

7.____________________________
8.____________________________
9.____________________________
10.____________________________
ERIE COUNTY, OHIO
ERIE COUNTY COMMISSIONERS

COMPLAINT/RESPONSE FORM

Date: ________________  Time: ________________

Citizen’s Name: ____________________________  Complaint: □  Written: □

Address: __________________________________

Phone Number: ______________________________

Nature of Problems, Basis of alleged discrimination / harassment:

________________________________________________________________________

County Administrator’s Action:

________________________________________________________________________

County Administrator: ______________________  Date: ________  Time: ______

Department Response / Action

Taken:

________________________________________________________________________

Department Head: ________________________  Date: ________  Time: ______

________________________________________________________________________

County COMMISSIONERS’ Acknowledgement of Response:

____________  ____________  ____________  ____________  Date: ______

County ADMINISTRATOR’S Acknowledgement of Response:

________________________________________________________________________  Date: ______
Title VI Complaint Form

Please complete this form to the best of your ability. If you need translation or other assistance, contact ________________________.

Name__________________________________________________________

Address__________________________________City____________________Zip________

Phone: Home_________________ Work_____________ Mobile___________________

Email: __________________________________________________________

Basis of Complaint (circle all that apply):

<table>
<thead>
<tr>
<th>Race</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Origin</td>
<td>Sex/Gender</td>
</tr>
<tr>
<td>Age</td>
<td>Disability</td>
</tr>
<tr>
<td>Retaliation</td>
<td>Other:</td>
</tr>
</tbody>
</table>

Who discriminated against you?

Name__________________________________________________________

Name of Organization_________________________________________

Address__________________________________City____________________Zip________

Telephone________________________________________

How were you discriminated against? (Attach additional pages if more space is needed)

____________________________________________________________________

____________________________________________________________________

Where did the discrimination occur?

____________________________________________________________________

____________________________________________________________________
Dates and times discrimination occurred?


Were there any other witnesses to the discrimination?

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Title</th>
<th>Work Telephone</th>
<th>Home Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

How would you like to see this situation resolved?


Have you filed your complaint, grievance, or lawsuit with any other agency or court?

Who ______________________________ When ______________________________
Status (pending, resolved, etc.) ________________ Result, if known ________________
Complaint number, if known ______________________________

Do you have an attorney in this matter?

Name_____________________________ Phone____________________
Address_____________________________ City________________ Zip________

Signed_____________________________ Date________________
Erie County, Ohio
Title VI Plan Update 2019

APPENDIX E
CHAPTER 4. TRAVEL PATTERNS AND FORECASTS

Background: Travel patterns and forecasts were also examined during the planning process. In 2013, RLS and Associates Inc. performed a Co-Produced Transportation Feasibility Study of Erie County Ohio which utilized the 1997 Transit Research Board Report 28, Transit Markets of the Future the Challenge of Change. The foreword states that the report was created for transit policymakers, managers, planners, marketing professionals and others interested in the effects of current trends and trends expected over the next 15 years on current and future transit markets. The report identifies 40 transit service concepts that appear to offer the most effective means of adjusting to these societal trends.

Transit Propensity Score: Part of that 2013 study included examining travel propensity. Transit propensity is a measure of the likelihood that a local population will use transit service, were it available to them, taking into account their demographic characteristics. Demographic factors that reflect overall need for public transportation were identified and compiled locally at the US Census tract level. These demographic categories are: zero-vehicle households, persons age 65 or older, households below the poverty level and individuals with disabilities. The “greatest transit need” is defined as those areas in the region with the highest percentage of zero-vehicle households and elderly, disabled and below-poverty populations. The categories used for the calculation were households, number of households with no vehicle, disabled, female, black, other, and income below $15,000 for Census Tracks throughout Erie County. Using these categories, a “transit need index” was developed to determine the greatest transit need. The index revealed that the City of Sandusky and direct surrounding areas had the highest need. Moderate demand is present in the areas south and west of Sandusky and also near the lake between Sandusky and Huron. These areas include Perkins, Margaretta and a portion of Huron Townships including the northwestern portion of the City of Huron and the Villages of Kelleys Island, Castalia and Bay View.
CHAPTER 5. PUBLIC PARTICIPATION

Introduction: What is public participation? Public participation can be any process that directly engages the public in decision-making and gives full consideration to public input in making that decision. Public participation is a process, not a single event. It consists of a series of activities and actions over the full lifespan of a project to both inform the public and obtain input from them. Public participation affords stakeholders the opportunity to influence decisions that affect their lives.\(^1\) Throughout the planning process ERPC staff strived to involve the public and reflect the local values and needs of the community. ERPC conducted a public involvement plan for the plan update. Please see Appendix C for a copy.

Importance: Public participation all contributes to better decisions because decision-makers have more complete information in the form of additional facts, values and perspectives obtained through public input to bring to bear on the decision process. They can then incorporate the best information and expertise of all stakeholders. Decisions are more implementable and sustainable because the decision considers the needs and interests of all stakeholders including vulnerable/marginalized populations, and stakeholders better understand and are more invested in the outcomes. As a result, decisions that are informed by public participation processes are seen as more legitimate and are less subject to challenge. Public participation is a Federal requirement for all MPO projects and the MPO has a separate Public Participation Plan that is followed for all of its activities.

Outreach Sessions: Public participation included a series of public meetings with several groups (listed below) and it was successful in engaging those present in a conversation about their transportation needs. Staff presented information utilizing a PowerPoint with questions and answers being taken throughout the presentation. In addition, staff provided contact information at all outreach sessions for participants that had additional questions or comments after the presentation. Below is a listing of public outreach activities affiliated with the plan and a summary of these meetings can be found in Appendix C.

- The Alliance Abroad group met at the Sandusky Library 114 West Adams Street Sandusky, OH 44870.

- Goodwill Industries staff met with ERPC at the Goodwill Workshop located at 419 West Market Street Sandusky, OH 44870.

- Erie Metro Housing Authority met with ERPC staff at in Bayshore Towers 128 Perry Street Sandusky, OH 44870.

- Erie County Senior Center group met with ERPC staff at the Erie County Senior Center at 620 East Water Street Sandusky, OH 44870.

- ERPC staff conducted public outreach at the Erie County Fairgrounds in Sandusky, OH 44870 during the 2016 Serving Our Seniors Seniorfest.

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\(^1\) https://www.epa.gov/international-cooperation/public-participation-guide-introduction-public-participation
• The Family Information Network met with ERPC staff at the Erie Board of Developmental Disabilities at 4405 Galloway Road, Sandusky, OH 44870.

• The Self-Advocates group met with ERPC staff at Erie Board of Developmental Disabilities at 4405 Galloway Road, Sandusky, OH 44870.

• The public kick off meeting was held at the Erie County Services Center 2900 Columbus Avenue Sandusky, OH 44870

• The draft plan meeting was held at the Sandusky Library at 114 West Adams Street Sandusky, OH 44870.

• The final plan was approved at the Erie County Office Building at 243 Columbus Avenue Sandusky, OH 44870.

2017 Coordinated Plan Public Outreach Focus Areas
- Alliance Abroad Group 6/29/16
- Goodwill Industries 6/23/16
- Erie County Senior Center 7/21/16
- Phone interviews 8/16
- Board of Disabilities Self-Advocates 8/1/16

- Erie Metro Housing 8/18/16
- Public Kickoff Meeting 8/3/16
- Family Information Network 10/12/16
- SeniorFest 8/12/16

Seniorfest 2016

Participating Outreach Sessions Group Descriptions/Public Meetings: All groups were asked about their transportation needs and concerns.

- **The Public Kickoff meeting** was held at the Erie County Services Center and ODOT staff was present at the meeting. The session was advertised through numerous methods and it was open to the public.

- The **Alliance Abroad Group** consisted of the J-1 (a non-immigrant visa issued by the US to research scholars, professors and exchange visitors participating in programs that promote cultural exchange).

- The **Goodwill Industries** session involved speaking with the managers of the workshop who were representing the workshop employees, many of whom are disabled.

- The **Erie County Self-Advocates** session consisted of speaking with disabled members.

- **Seniorfest**- provided information to the Seniorfest group during the Erie County Fair with seniors aged 65 or older participating.

- Senior Survey-Staff also assisted Sandusky Transit System and Serving Our Seniors in contacting and conducting a survey of elderly transit riders who no longer ride the transit system.

- **Erie Metro Housing**- session consisted of speaking with residents of the low income housing program.
• **Erie Senior Center** - session consisted of speaking with patrons of the elderly community center.

• The **Family Information Network** session consisted of meeting with the parents of disabled children.

**Input:** From the outreach sessions and meetings, the following areas were discovered to have a perceived need that could assist the local system (transit):

**Service:**

• Frequency of buses is not adequate
  - If commuters miss a bus there is a long wait time
  
• There is a lack of evening/weekend service

**Dial-a-Ride:**

• No paratransit
  - Mentally handicapped wait longer than an hour for Dial-a-Ride pickup.

• Scheduling trips is difficult and cumbersome

• Same day arrangements are difficult

**Cost/Funding:**

• There is not enough funding to meet transportation needs

• Private providers are expensive

**Coordination:**

• Unable to cross communities/counties

• Lack of coordination between transit agencies

• Lack of agencies willing to share vehicles with other human service agencies

• Paratransit does not serve all areas

**Safety:**

• Waiting environments may be difficult to access and are not always safe

• Sidewalks are not always cleared in the winter

• Bus stop locations and amenities

• Some stops lack shelters

• Weather can hinder travel to and from

• Lack of stops near senior centers

**Education:**

• More travel training

• More information needs to be available for connecting buses

• Alternative routing information needs to be available to commuters, especially while waiting at the bus stop
Timing:

- Schedule changes
- Demand for paratransit and human service vehicles at the same time
- Clients must call to cancel their trip two hours ahead of time

- Efficiencies of service for pickups
- Frequency of service is a problem for workers trying to get to work on-time
  – connections are slow or not timed to coordinated

These concerns and comments will be examined in greater detail in the goals and recommendation section of the plan.

Coordinated Transportation Survey: Another layer of outreach effort included a survey that was answered by nearly 300 respondents. Both electronic and hard copies were collected. Data was analyzed and presented to the plan steering committee which requested that it be reopened to better define the role of a mobility manager. The survey then closed 10/20/16 with about 20 additional surveys collected. The survey was distributed in numerous ways and forms in person and online (surveymonkey.com, e-mail blasts to MPO committees, social media etc.) ERPC staff, Serving Our Seniors and Sandusky Transit System all worked together to distribute the survey at numerous events.

Chart 5-1: Survey Results

Highlights:

- More than 50% of the respondents were in target groups (elderly, disabled, lower income and/or minority).
- One-half of those who answered the survey stated that they sometimes ride the transit system.

There was also a question asked about what needs the community had in regards to transit. The following responses were recorded as ranking the highest:

Perceived Greatest Needs:

- Encouraging public leaders to promote transit use 69%
- Focusing on increasing services in areas that have low income, elderly, disabled or
minority populations according to Census data 67%
• Installing more bus shelters 62%
• Applying for more funding sources to purchase more transportation related equipment 61%
• Creating a smart phone application system so that buses can be tracked in real time 61%

Perceived Least Important Needs:
• Decreasing the cost of services for users 20%
• Hiring a transportation mobility manager 12%
• Improving customer service 12%
• Reducing travel time 12%
• Private volunteer service 12%
• Expanding hours 11%
• Improving accessibility 12%

In addition, survey participants had the option to add their own comments. Of those received communication was mentioned the most frequently.

Comments Received:
• 13% Communication needs improved
• 9% Extended service hours
• 6 % Improve financial gap in system
• 18% Other

2013 RLS Study Survey: In 2013 RLS interviewed 58 Sandusky Transit riders. The following list describes the most common responses of how STS could be improved:
• Add stops to the SPARC routes.
• Add benches or shelters
• Start Sunday service
• Make the service more frequent and the fare lower.
• Use more of the bigger buses.
• Run on time
• Take care of bus cleanliness.
• Run Monday through Sunday and every 30 minutes.
• Extend evening hours.
• Create another route and put less people on buses.
• Extend start and end times of Saturday service
• If the bus breaks down, please send another one
Of those who answered the survey on the transit system almost 80% indicated that they take the bus to work. Passengers were asked to rate their satisfaction with STS service in 16 categories. On a scale of 1 to 5, the overall service rating was a ‘3.69,’ which indicates that passengers are generally satisfied with the service they receive. The categories that received the lowest satisfaction rating were the following: service ending time each day; Pick-ups are on-time; and Wait time for vehicles after scheduling a trip.

The categories that received the highest ratings were primarily related to the skill and helpfulness of drivers: Safety and security on vehicles; Helpfulness of drivers; and Driving skills of drivers. The information gathered from this survey will also be considered during the goal and recommendation section of the plan.

**Needs Assessment:** Staff compiled a summary of all the information that was gathered through the public meetings and supplemental research studies to compile a needs assessment. The next chapter will expand upon how to remediate and/or address these needs.

**Service Needs:**
- Weekend/Extended hours
- Feedback system
- More shelters/transit related infrastructure
- Ability to cross county borders
- Bus and shelter cleanliness
- Timing
- Cost of entire system
- Increasing services in areas that have low income, elderly, disabled or minority populations according to Census data
- Improve customer service
- Safety training for drivers
- Lack of paratransit
- Flexibility in scheduling

**Communication Needs:**
- Riders would like to know where the bus is and when it will arrive
- Difficulties in scheduling appointments-long-waits
- Work with local hospitals/schools and businesses
- Discretion of drivers
- Update dispatching/driver software
- Website needs updated
- Create a mobile application
- Encourage public leaders to utilize system
- Rider education
- How to work with disabled clients

**Efficiency Needs:**
- Cut back on duplicated services
-Utilize smaller buses
-Examine timing issues
-Examine service hours/stop
-Accessibility of stops

-Cost needs examined
-Apply for more funding to purchase capital equipment
-Lack of agencies willing to coordinate with vehicles
-Volunteer system

**Plan Steering Committee:** In an effort to continue public outreach staff created a steering committee to help guide in plan development. Committee membership was advertised through MPO meetings, flyers, verbal announcements, e-mail blasts, social media, outreach sessions and through public radio announcements. The committee met over approximately for a nine month time span to review and comment on each draft section of the plan. In total, eight meetings where held as well as e-mail and phone conversations. At the conclusion of the last meeting, a vote was taken in regards to support of the final plan. Please see Appendix C for a copy of this.

**Committee Members:**
- Todd Robinson, WSOS
- Angie Byington, City of Sandusky Planning
- Shannon Eskridge, Citizen
- Libbey Boros, Goodwill Industries
- Pamela Hartle, Goodwill Industries
- Crystal Buntz, Alliance Aboard Group
- Sammi Beverick, Erie CO. Self-Advocates
- Jennifer Yingling, Erie CO. Self-Advocates
- Talon Fohlr, City of Sandusky Community Development
- Carrier Bier, Erie CO. Board of DD
- Diane Corso, Erie CO. Department of DD
- Marvin Ranaldson, Sandusky Transit System
- Sue Daugherty, Serving Our Seniors
- Ralph Chamberlin, Erie Metropolitan Housing Authority
- Laura Lagodney, Ability Works
- Wendy Dempsey, Ability Works
- Diane Chevilar, Citizen
- Mary Wade Jones, Sandusky Artisans
- Karen Balconi Gheezzi, JFS
- Tad Peck, Lucy Idol Foundation
- Gary Boyle, Perkins Twp.
- Megan Sherlund, Perkins Twp.
- Sue Reamsnyder, Volunteers of America
- Thomas Ferrell, Erie CO. Commission
- John Schwartz, Christy Lane Industries Inc.
- Bob England, Erie CO. Health Department
- Nicole Grohe, ERPC MPO
- Steve Poggioli, ERPC MP
INTRODUCTION

As a public agency receiving federal funds and making recommendations on federal expenditures, ERPC is affected by Environmental Justice requirements for ensuring that federal funds are used fairly and without discrimination. The basis for Environmental Justice is Executive Order 12898 and is defined as to “identify and address disproportionately high and adverse human health or environmental effects on minority and low-income populations.

Concern for environmental justice should be integrated into every transportation decision—from the first thought about a transportation plan to post-construction operations and maintenance. Properly implemented, environmental justice principles and procedures improve all levels of transportation decision-making. This approach will:

- Make better transportation decisions that meet the needs of all people.
- Design transportation facilities that fit more harmoniously into communities.
- Enhance the public-involvement process, strengthen community-based partnerships and provide minority and low-income populations with opportunities to learn about and improve the quality and usefulness of transportation in their lives.
- Improve data collection, monitoring and analysis tools that assess the needs of, and analyze the potential impacts on minority and low-income populations.
- Partner with other public and private programs to leverage transportation agency resources to achieve a common vision for communities.
- Avoid disproportionally high and adverse impacts on minority and low-income populations.
- Minimize and/or mitigate unavoidable impacts by identifying concerns early in the planning phase and providing offsetting initiatives and enhancement measures to benefit affected communities and neighborhoods.

The identification of targeted population areas was completed by assessing poverty, minority, 65 years and older, disability, limited English proficiency, and zero vehicle household levels in the county based on regional averages (12.8%, 16.1%, 19.6%, 14.1%, 3.4%, and 6.9% respectively). Demographic information was compiled from the 2016 Five Year American Community Survey Census data. To calculate levels with the available data, demographic data on a census tract level was utilized. The data was reviewed to identify areas where the targeted populations were significantly higher than the county average. These target areas have been mapped along with capacity expansion projects, maintenance projects, and transportation enhancement projects to aid in the impact analysis. Subjective analysis for each project includes completing an environmental justice analysis matrix considering potential impacts that a project could have on an identified environmental justice area.
The following impacts are considered in determining if projects significantly have negative impacts on the targeted populations:

- Bodily impairment, infirmity, illness, or death
- Air, noise, and water pollution and soil contamination
- Destruction or disruption of man-made or natural resources
- Destruction or diminution of aesthetic values
- Destruction or disruption of community cohesion
- Destruction or disruption of a community’s economic vitality
- Destruction or disruption of the availability of public and private facilities and services
- Vibration
- Adverse employment effects
- Displacement of persons, businesses, farms, or nonprofit organizations
- Increased traffic congestion
- Isolation
- Exclusion or separation of minority or low-income individuals within a given community or from the broader community
- The denial of, reduction in, or significant delay in the receipt of, benefits of DOT programs, policies, or activities

In order to analyze EJ impacts for the projects in the ERPC MPO region, staff reviewed the projects using the long range travel demand model for the Sandusky Urbanized Area that was developed by the Modeling and Forecasting Section of ODOT’s Office of Statewide Planning and Research. The model aided in quantitatively evaluating the effectiveness of the projects and their impact potential to the targeted populations. The MPO region was divided into over 400 traffic analysis zones (TAZs) based on the review of census data, residential patterns, employment, education, recreational locations, and travel characteristics. Travel times were used to analyze the results of project implementation in order to assess accessibility to the generator zones for both targeted and non-targeted populations. Travel times to identified destinations for eleven EJ traffic analysis zones (where poverty, minority, 65 years and older, limited English proficiency, disability, and households with no vehicles available were two times above the county averages) were compared against five non-EJ TAZs. Results show an average decrease in travel times (-0.2 minute) for EJ target zones as compared to average travel times for those non-EJ zones. Programmed projects improved travel times for those identified EJ target areas and did not negatively affect the target groups. The total average travel time difference for all EJ and non-EJ areas show an overall decrease of 18 seconds. 88% of projects in the TIP for FY 2019-2022 for the ERPC MPO region can be considered system preservation projects while the other 12% are projects that include sidewalk installations. Preservation type projects include resurfacing, culvert replacement, signal projects and overall general maintenance of the transportation system. These types of projects have little or no adverse impact on the population. The factors listed above were considered upon review of the projects to measure the impact upon the targeted areas.

Upon staff review, both quantitatively (as explained) and subjectively, it is believed that no disproportionately high and adverse effects on minority and low-income populations are encountered as a result of the proposed projects listed in this TIP. Additionally, the ERPC staff and its committees considers any adverse effects that a proposed project may have, to ensure that an adverse effect is not predominately borne by a minority population and/or low-income population, or will be suffered by the minority population and/or low-income population and is appreciably more severe or greater in magnitude than the adverse effect to be suffered by the non-minority population and/or non-low-income population.
Maps on the following pages show target areas within the MPO region and associated highway projects that have been identified in the MPO’s TIP SFY 2019-2022. Additionally, tabulation of the proportion of all proposed project costs in target EJ areas against total investment was completed and is presented below.

<table>
<thead>
<tr>
<th>Investment in Target Areas (*Total project costs for all mapped ERPC projects in the TIP)</th>
<th>% of Population</th>
<th>Dollars Programmed*</th>
<th>% of Program</th>
<th># of Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Environmental Justice Area</td>
<td>35%</td>
<td>$22,837,906</td>
<td>56%</td>
<td>20</td>
</tr>
<tr>
<td>Non-Environmental Justice Area</td>
<td>65%</td>
<td>$17,858,212</td>
<td>44%</td>
<td>13</td>
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</tbody>
</table>

Additionally, staff also measures the amount of negative impact for those projects listed in the TIP by estimating the amount of real estate actions that may be imposed upon the identified target areas. It is estimated that approximately 5 projects (9% of total programmed dollars) may involve real estate actions; however, all of these identified projects are safety related where the majority of projects involve installation of new sidewalks to provide safer commutes for the non-motorist. After review of the projects, ERPC staff concludes no significant negative impact to occur to the identified target areas.

In summary, the MPO’s various committees and staff are dedicated to identifying any adverse or negative impacts to a population as a result of a project, and will consider possible alternatives should disproportionately high and adverse human health or environmental effects be of concern. The committees and staff are dedicated to identifying any adverse or negative impacts to a population as a result of a project, and will consider possible alternatives should ‘disproportionately high and adverse human health or environmental effects’ be of concern.
Appendices:

Appendix A.........SFY 2019—2022 Transportation Improvement Program Project Listing

Appendix B.........Map of SFY 2019—2022 TIP Projects and Minority Status

Appendix C.........Map of SFY 2019—2022 TIP Projects and Poverty Status

Appendix D.........Map of SFY 2019—2022 TIP Projects and 65 Years and Older Status

Appendix E.........Map of SFY 2019—2022 TIP Projects and Disability Status

Appendix F.........Map of SFY 2019—2022 TIP Projects and Limited English Proficiency Status

Appendix G.........Map of SFY 2019—2022 TIP Projects and Zero Vehicles Available Households
Appendix A

SFY 2019—2022 Transportation Improvement Program (TIP) Project Listing
<table>
<thead>
<tr>
<th>PID NUMBER</th>
<th>ODOT DISTRICT</th>
<th>COUNTY NAME</th>
<th>PROJECT NAME</th>
<th>PRIMARY PROGRAM</th>
<th>PROJECT SPONSOR</th>
<th>PRIMARY WORK</th>
<th>FISCAL YEAR</th>
<th>ESTIMATED PROJECT TOTAL</th>
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<tbody>
<tr>
<td>90932</td>
<td>3</td>
<td>Lorain</td>
<td>D03 SRTS Vermilion Inf.</td>
<td>Safe Route to School</td>
<td>Vermilion, City of</td>
<td>Add Sidewalks</td>
<td>2020</td>
<td>$505,414.25</td>
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<tr>
<td>92889</td>
<td>3</td>
<td>Erie</td>
<td>ERI US 0006 06.41</td>
<td>District Preservation (Pv &amp; Br)</td>
<td>ODOT SPONSORING AGENCY</td>
<td>Resurfacing, Undivided System</td>
<td>2020</td>
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<td>93567</td>
<td>3</td>
<td>Erie</td>
<td>ERI US 0006 17.70 Phase 1</td>
<td>MPOs - STP, CMAQ, Enh</td>
<td>Huron, City of</td>
<td>Bridge Repair</td>
<td>2020</td>
<td>$193,846.48</td>
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<tr>
<td>94393</td>
<td>3</td>
<td>Erie</td>
<td>ERI SR 0113 06.84</td>
<td>District Preservation (Pv &amp; Br)</td>
<td>ODOT SPONSORING AGENCY</td>
<td>Minor Rehabilitation - Pavement Gnl Sys</td>
<td>2020</td>
<td>$2,373,223.00</td>
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<td>94444</td>
<td>3</td>
<td>District 3</td>
<td>D03 BH FY2019 (B)</td>
<td>District Preservation (Pv &amp; Br)</td>
<td>ODOT SPONSORING AGENCY</td>
<td>Bridge Repair</td>
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<td>96331</td>
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<td>ERI CR 0120 00.71 (Columbus)</td>
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<td>ERIE COUNTY ENGINEER</td>
<td>Minor Rehabilitation - Pavement Prmys Sys</td>
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<td>ODOT SPONSORING AGENCY</td>
<td>Minor Rehabilitation - Pavement Gnl Sys</td>
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<td>ERI US 0006 00.00</td>
<td>District Preservation (Pv &amp; Br)</td>
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<td>Preventive Maintenance</td>
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<td>Signals</td>
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<td>Intersection Improvement</td>
<td>2020</td>
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<td>ODOT SPONSORING AGENCY</td>
<td>Minor Rehabilitation - Pavement Gnl Sys</td>
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<td>101252</td>
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<td>HUR SR 0269 05.49</td>
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<td>D03 CHIP FY2021</td>
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<td>District Preservation (Pv &amp; Br)</td>
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<td>Preventive Maintenance</td>
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<td>Add Sidewalks</td>
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<td>Sandusky, City of</td>
<td>Add Sidewalks</td>
<td>2020</td>
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<td>104261</td>
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<td>D03 MOW FY2021-22 (C)</td>
<td>District Maintenance Contracts</td>
<td>ODOT SPONSORING AGENCY</td>
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<td>$410,000.00</td>
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<td>PRIMARY WORK</td>
<td>FISCAL YEAR</td>
<td>ESTIMATED PROJECT TOTAL</td>
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<td>2019</td>
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<td>Sandusky, City of Perkins, Township of</td>
<td>Minor Rehabilitation - Pavement Gnr Sys</td>
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<td>MPOs - STP, CMAQ, Enh</td>
<td>Perkins, Township of Perkins, Township of</td>
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<td>Safe Route to School</td>
<td>Milan, Village of Milan, Village of</td>
<td>Add Sidewalks</td>
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<td>Safety HSIP Federal</td>
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<td>Bicycle and Pedestrian</td>
<td>2020</td>
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<td>107223</td>
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<td>ODOT SPONSORING AGENCY</td>
<td>Guardrail Maintenance/Repair (NEW)</td>
<td>2020</td>
<td>$1,250,000.00</td>
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</table>

Source: ODOT TIMs October 2018
Appendix B
Map of SFY 2019-2022 TIP Projects and Minority Status
Appendix F
Map of SFY 2019—2022 TIP Projects and Limited English Proficiency Status
Legend

PCT of Population that speak English "less than very well"
- 0.56 - 1.7
- 1.8 - 3.4 (Erie County Average = 3.4%)
- 3.5 - 5.0
- 5.1 - 6.0
- 6.1 - 7.6

Created by Erie County Regional Planning Commission
Metropolitan Planning Organization
Source: 2016 US Census Bureau 5-Year ACS
October 2018
February 19th, 2019

MEMO

To date there have not been any Title VI complaints filed against the ERPC MPO.

Sincerely,

Nicole Grohe, AICP
Title VI Coordinator
Associate Planner
Erie Regional Planning Commission
Nicole Grohe

From: Nicole Grohe
Sent: Tuesday, February 19, 2019 12:57 PM
To: 'Nicole DeFreitas'
Cc: Steve Poggiali
Subject: RE: Title VI complaints

Nicole,

Could you please send me any in the future if you receive them? Thanks. I will insert this e-mail into the documentation section of our plan. Thanks.

Nicole Grohe, AICP
Associate Planner Erie County Regional Planning Metropolitan Planning Organization
2900 Columbus Ave. Sandusky,OH 44870
419.627.7793-Phone 419.627.6670 –Fax
ERPC's website  Friend us on Facebook

Nicole DeFreitas | Transit Administrator
Planning Department
Sandusky Transit System
222 Meigs Street | Sandusky, OH 44870
T: 419.621.8462 | F: 419.627.5945
www.ci.sandusky.oh.us

From: Nicole DeFreitas [mailto:NDeFreitas@ci.sandusky.oh.us]
Sent: Tuesday, February 19, 2019 12:20 PM
To: Nicole Grohe <NGrohe@eriecounty.oh.gov>
Subject: RE: Title VI complaints

Hi Nicole,

Not that I am aware of has there been any complaints.

Nicole
Nicole,

Are you aware of any Title VI complaints that have been filed against STS? I am trying to update our Title VI plan and I have to list if the transit system has had this occur. Thanks.

Nicole Grohe, AICP
Associate Planner Erie County Regional Planning
Metropolitan Planning Organization
2900 Columbus Ave. Sandusky, OH 44870
419.627.7793-Phone 419.627.6670 –Fax
ERPC’s website  Friend us on Facebook

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Erie County, Ohio
Title VI Plan Update 2019

APPENDIX H
<table>
<thead>
<tr>
<th>Name</th>
<th>Race</th>
<th>Organization</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aaron Klein</td>
<td>White</td>
<td>City of Sandusky</td>
<td>Public Works Director</td>
</tr>
<tr>
<td>Angie Byington</td>
<td>White</td>
<td>City of Sandusky</td>
<td>Director of Neighborhood Develop &amp; Planning</td>
</tr>
<tr>
<td>Brad Hartung</td>
<td>White</td>
<td>City of Huron</td>
<td>City Council Member/Mayor</td>
</tr>
<tr>
<td>Carrie Whitaker</td>
<td>White</td>
<td>Erie County Regional Planning Depart.</td>
<td>Sr. Trans. Planning Engineer</td>
</tr>
<tr>
<td>Dennis Murray</td>
<td>White</td>
<td>City of Sandusky</td>
<td>City Commissioner (Ex-Officio Mayor)</td>
</tr>
<tr>
<td>Doug Green</td>
<td>White</td>
<td>City of Huron/OHM Advisors</td>
<td>City Engineer</td>
</tr>
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<td>Gary Boyle</td>
<td>White</td>
<td>Perkins Township</td>
<td>Township Administrator</td>
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<tr>
<td>Greg Voltz</td>
<td>White</td>
<td>City of Sandusky</td>
<td>Assistant Planner</td>
</tr>
<tr>
<td>Jack Farschman</td>
<td>White</td>
<td>Erie County Engineers Office</td>
<td>County Engineer</td>
</tr>
<tr>
<td>Jane Cullen</td>
<td>White</td>
<td>City of Sandusky</td>
<td>Assistant City Engineer</td>
</tr>
<tr>
<td>Jim Forthoffer</td>
<td>White</td>
<td>City of Vermilion</td>
<td>Mayor</td>
</tr>
<tr>
<td>Matt Rogers</td>
<td>White</td>
<td>Erie County Engineers Office</td>
<td>County Engineer</td>
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<tr>
<td>Mike Schafrath</td>
<td>White</td>
<td>ODOT D3</td>
<td>Work Plan Coordinator</td>
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<tr>
<td>Nicole DeFreitas</td>
<td>White</td>
<td>Sandusky Transit System</td>
<td>Transit Administrator</td>
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<tr>
<td>Nicole Grohe</td>
<td>Asian/Pacific Islander</td>
<td>Erie County Regional Planning Depart.</td>
<td>Associate Planner</td>
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<td>Patrick Shenigo</td>
<td>White</td>
<td>Erie County Board of Commissioners</td>
<td>County Commissioner</td>
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<tr>
<td>Paul Sigsworth</td>
<td>White</td>
<td>Erie County Sheriffs Office</td>
<td>Erie County Sheriff</td>
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<td>Richard Brady</td>
<td>White</td>
<td>City of Sandusky</td>
<td>City Commissioner</td>
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<tr>
<td>Steve Poggiali</td>
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<td>Erie County Regional Planning Depart.</td>
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<td>Tim Coleman</td>
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<td>Township Trustee</td>
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<tr>
<td>Tom Horsman</td>
<td>White</td>
<td>City of Sandusky</td>
<td>Planner</td>
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<tr>
<td>Tony Valerius</td>
<td>White</td>
<td>City of Vermilion</td>
<td>Service Director</td>
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<tr>
<td>Name</td>
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<tr>
<td>Aaron Klein</td>
<td>White</td>
<td>City of Sandusky</td>
<td>Public Works Director</td>
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<td>Abby Bemis</td>
<td>White</td>
<td>Erie County Economic Develop. Corp.</td>
<td>Director</td>
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<tr>
<td>Amy Bowman Moore</td>
<td>White</td>
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<td>Executive Director</td>
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<td>Serving Our Seniors</td>
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<td>Tim Riesterer</td>
<td>White</td>
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<td>Township Trustee</td>
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# MPO Safety Committee List

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<th>Name</th>
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<td>David Murphy</td>
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<td>Fire Chief</td>
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<td>Devin Pollick</td>
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<td>Erie County Health Department</td>
<td>Safe Communities</td>
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<td>Erie County Soil and Water Conservation District</td>
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<td>Fred Walters</td>
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<td>Department of Education</td>
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<td>John Orzech</td>
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<td>City of Sandusky Police Department</td>
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<tr>
<td>Lt. Brett Gockstetter</td>
<td>White</td>
<td>Ohio Highway State Patrol</td>
<td>OSHP-Sandusky Post Lieutenant</td>
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<td>Erie County Engineers Office</td>
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<td>Melissa Gibboney</td>
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<td>Firelands Hospital</td>
<td>Occupational Therapist</td>
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<td>Erie County Sheriffs Office</td>
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Public Involvement Policy

Updated: January 2019
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Preface

A. Document Structure
This document contains specific information on ERPC policies and procedures regarding public involvement, public information and public access. The document structure consists of four sections listed the following way:

- Section I: Introduction
- Section II: Public Involvement – Answers the questions: How does ERPC engage the public in metropolitan transportation planning? How can the public become involved?
- Section III: Public Information – Answers the question: How does ERPC inform the public?
- Section IV: Public Access – Answers the question: How does the public access ERPC information and services?

The appendices follow Section IV of this document
I. Introduction
A. About the Erie County Regional Planning Commission (ERPC) Metropolitan Planning Organization (MPO)
The ERPC MPO was created in 2003 by Federal statute that states every urbanized area with a population of more than 50,000 must establish a MPO. The 2000 Census revealed the Sandusky Urbanized Area had a population of over 50,000 people and as a result the ERPC MPO was created. The Erie County Regional Planning Commission (ERPC) is the Handling Agency for the MPO.

ERPC is the federally designated agency responsible for directing the cooperative, continuous and comprehensive (or "3-C") transportation planning process in Erie County and Vermilion including a portion of Lorain County. The 3-C process focuses on developing regional transportation policies, plans and programs. The three major documents produced through this process are the Long Range Transportation Plan (LRTP), the Transportation Improvement Program (TIP), a listing of federally funded transportation improvement projects over a four-year period, and an Annual Work Plan detailing deliverables the Handling Agency will complete over the next State Fiscal Year (SFY).

Under CFR 23 450.316 the MPO is required to have a documented participation plan. This document fulfills this requirement and is called the ERPC’s Public Involvement Policy (PIP). This title was chosen because ERPC interacts daily with the public through direct contact (open meetings, correspondence and internet) and indirect contact (documents and publications). The PIP specifies the procedures ERPC will use when conducting its transportation planning process. The ERPC PIP contains policies related to public involvement, information and access. The PIP is essential to the management and development of the agency and its programs.

The PIP is reviewed periodically by the Ohio Department of Transportation, the Federal Highway Administration and the Federal Transit Administration to ensure that full and open access is provided by the MPO in the decision-making process. The PIP is also submitted to the Transportation Advisory Committee (TAC) and Policy Committee for consideration and approval. The PIP enhances the opportunity for public input and satisfies federal requirements for public participation.

B. Policy Statement
ERPC’s policy is to be proactive in reaching out to the regional community by informing the public and encouraging its participation. ERPC will work to foster a Public Involvement Policy (PIP) that is informative and easily understood. The PIP is intended to include all citizens including those who are traditionally underserved, relevant governmental agencies and transportation providers within the region.
II. Public Involvement

A. Purpose
The purpose of ERPC’s Public Involvement Program (PIP) is to proactively engage the public in developing and updating major agency plans and studies. The goal is to provide early and continuous involvement with the public by providing helpful information, publishing timely public notices, encouraging public participation in key decisions and considering significant comments received throughout the planning process.

B. Public Involvement for All People
ERPC’s PIP is intended for everyone. This includes all citizens, affected public agencies, transportation and transit agency employees, environmental agency employees, community organizations and other interested parties. ERPC is committed to engaging the traditionally underserved, including but not limited to low-income and minority populations. ERPC will strive to hold all public meetings at accessible and convenient locations.

C. Public Information & Public Access
ERPC operates a communications program that supports public involvement. More information on the program is found in Section III (Public Information). ERPC also works to ensure access to its offices, meetings and public records as consistent with Ohio’s Open Meetings Act, the Public Records Act and CFR 23 450.316. More information on public access is contained in Section IV (Public Access).

D. Outreach Program
People who are willing to assist ERPC in obtaining information about community and county issues are sought by the agency to be liaisons. ERPC works to identify these liaisons with assistance from locally elected and appointed officials, civic and community organizations as well as business and professional groups. Representatives of those traditionally underserved are strongly encouraged to participate in the planning process. ERPC maintains a list of these liaisons to assist in various outreach efforts.

E. Public Involvement for the Long Range Transportation Plan & the Transportation Improvement Program (TIP)
The major documents of the ERPC MPO Policy Committee are the Long Range Transportation Plan (LRTP), the Transportation Improvement Program (TIP) and the Annual Work Plan. Per ODOT’s request all future updates will adhere to a 45 day public review period before being adopted by the MPO Policy Committee.

Long Range Transportation Plan: The current Transportation Plan is the 2040 LRTP which was completed in 2015. The next update will occur in 2020 and will follow the 45 day public comment model. The plan is updated every five years. The public involvement process for the 2040 plan was as follows:
The 2040 LRTP Participation Plan included reasonable opportunities for interested parties to comment on the plan prior to its approval. Multiple public meetings were held during the update process. Separate meetings for both the draft plan and final plan were held. These meetings were held at least 30 days prior to the adoption of the plan by the Policy Committee. Three (3) weeks prior to public meetings, a press release, web announcements, posters and letters were published. Additionally, press releases were published in regional and local newspapers. Written comments were also be accepted via email, by fax, mail or in person. Drafts and final copies were also circulated to all stakeholders, MPO committee members, interested parties and relevant governmental agencies for their review and comment. All comments received were summarized and presented to the Technical Advisory and Policy Committees and were published in the public participation section of the LRTP. The LRTP was adopted by the Policy Committee and is housed in ERPC’s office and on ERPC’s website. Copies are available upon request. Additional opportunities to comment on the plan will be made available if the plan is changed significantly from the version that was made available to the public.

**Transportation Improvement Program:** The Transportation Improvement Program (TIP) is the listing of all federal-aid transportation projects (roadway, transit, bikeway and alternative) expected to use federal funds within the next four (4) years. It is updated every two (2) years. The last TIP was approved in 2017 and covers the span of 2018-2022. The next TIP is slated to be updated in 2019. During the update process ERPC will develop a customized public involvement strategy. The strategy will allow for specific opportunities for the public to comment on the TIP prior to its approval. This process is also used by the Sandusky Transit System (STS) as transit programs and projects are also listed on the TIP.

ERPC will ensure that there will be opportunities for interested parties to comment on the plan prior to its approval. Public meetings will be held during the update of the TIP. Three (3) weeks prior to public meetings, a press release, web announcements, posters and letters will be published. Furthermore press releases will be published in local newspapers and may be advertised also on the radio as a public service announcement. Written comments will also be accepted via email, by fax, mail or in person. Additionally drafts and final copies will be circulated to all stakeholders, MPO committee members, interested parties, and relevant governmental agencies for their review and comment. All comments received will be summarized and presented (at least 45 days after a public review option has been offered) to the Technical Advisory and Policy Committees and will be published in the public participation section of the TIP. Once the TIP is adopted by the Policy Committee the final adopted copy of the document will be housed in ERPC’s office and on ERPC’s website. Copies will be available upon request.
Amendment(s): The TIP may be amended on a quarterly cycle. If a project or program is added to the TIP, it must be processed through the Project Planning Review Process (PPRP). The PPRP includes a review of the proposed amended project by ERPC staff and relevant committees. Staff will provide information on the proposed amendment(s) to the Technical Advisory Committee (TAC). The TAC then makes a recommendation to the MPO Policy Committee. The MPO Policy Committee considers the proposed amendment(s) and makes a motion to accept or decline the amendment(s). If the amendment is approved by the Policy Committee staff then forwards the amendment request to the appropriate government agency so that it may be added to the State Transportation Improvement Program (STIP).

F. Stakeholders
Stakeholders are individuals and/or groups who have a direct interest, involvement, investment, or are generally affected by projects, programs, or plans. Identifying stakeholders outside of the formal organizational structure of ERPC is necessary to obtain valid and adequate public input. Stakeholders as related to ERPC projects commonly include but not limited to:
- People who live in or traverse a project area
- Affected public agencies
- Representatives of public transportation employees
- Providers of freight transportation services
- Private providers of transportation services
- Representatives of users of public transportation
- Representatives of users of pedestrian walkways and bicycle transportation facilities
- Representatives of the disabled
- Other interested parties

ERPC strives to make a proactive effort to contact a variety of stakeholders in major plan or policy changes. ERPC maintains a list of stakeholders in the region.

G. Meeting Notices
Information about upcoming meetings is available on the department’s website at https://www.eriecounty.oh.gov/ErieRegionalPlanningCommission.aspx. ERPC also uses direct mailings to notify interested parties of upcoming committee meetings. Notices are also sometimes published in the print media, social media and sent electronically and through the US postal service via direct mailing.

H. Policies for Public Involvement at ERPC Meetings
The public may make comments at all ERPC regular meetings. The policy and process for making public comments is as follows:
- Public comments should be made on an agenda item prior to its presentation to enable the Planning Commission, MPO Policy Committee or other committees the opportunity to fully consider the comments.
- All comments must be associated with an item on the agenda. If there is a question of applicability of a comment the chair or vice chairperson will determine if the comment may be made. The intent of this policy is not to discourage participation, but to focus instead on relevant items appropriate to the meeting.
Individuals wishing to comment at an ERPC meeting must sign in at least five (5) minutes before the published meeting start time.

Individuals are allowed two (2) minutes to speak at an ERPC meeting. The chair or vice chair has the right to ask individuals who talk beyond their allotted time to end their comments if appropriate.

Groups of individuals who wish to speak on the same topic may be asked to identify a spokesperson.

All ERPC meetings have a collective time limit of 30-minute for public comments.

Individuals wishing to distribute handouts (including petitions) at meetings must provide ERPC staff with copies of handouts at least three (3) business days before the meeting for review and approval. Individuals are not permitted to distribute handouts without receiving prior approval. ERPC reserves the right not to permit handout of inappropriate materials.

If requested, ERPC staff may copy approved handouts, given sufficient notice. The individual or group will be charged the current reproduction cost.

Individuals wishing to use ERPC’s presentation software and equipment for their comment(s) must provide ERPC staff with electronic copies of their presentation at least three (3) business days before the meeting for review and approval. ERPC reserves the right not to permit use of its software and equipment for certain presentations.

I. Policies for Public Comment
Public comments may be submitted by mail, fax or by e-mail. ERPC will strive to give due consideration to all comments received. Comments will be treated as follows:

If comments are related to a scheduled agenda item, they must be received at least three (3) business days before the meeting. ERPC reserves the right to copy and distribute the comments for the committee meeting. ERPC staff will provide the committee a listing of the comments received and may summarize comments for committee use.

If comments are not related to a scheduled agenda item they will be distributed to appropriate staff members for review.

J. Response to Public Involvement Comments
Official meeting minutes (or meeting summaries) will include summaries of all comments received at meetings. More on this process can be found below in Section II. When there are significant written or oral comments received on a plan these will be included in the final document. Staff may provide a more detailed written or verbal response to public comments. Staff will utilize the acknowledgement of receipt procedure noted above in Section II. The goal of this process is to engage in a dialogue, to encourage participation, to learn from the public and to provide additional information when possible.

K. Meeting Minutes
Minutes are taken at regular meetings, including but not limited to, those involving the Technical Advisory Committee, the MPO Policy Committee, and the Citizens Advisory and Safety Committee meetings. Copies of approved official minutes are available by contacting ERPC by any of the methods listed below in Section IV.B (Public Access-Contacting and Accessing ERPC).
L. Title VI & Environmental Justice Complaint Process
ERPC endeavors to administer a regional transportation planning process that meets all federal laws and requirements, including but not limited to Title VI and Executive Order 12898 (Environmental Justice). ERPC will work to resolve all issues/complaints received relative to these requirements. ERPC takes a proactive approach to Title VI and environmental justice. ERPC strives to remediate any Title VI and environmental justice related grievances in an expedient and appropriate manner.

Complainants that desire issues/complaints be handled formally must submit their complaint in writing to ERPC through the Title VI Compliant Process. See Appendix C.

M. Evaluating the Public Involvement Policy (PIP)
ERPC is committed to evaluating its public involvement efforts regularly. ERPC will assess and update the Public Involvement Policy (PIP) when feasible and appropriate. Procedures and strategies will be examined during the update process to ensure full and open participation.
III. Public Information

A. Purpose
ERPC administers a comprehensive communications program. Its purpose is to provide helpful information to the public, relevant agencies and ERPC committees. Our goal is to clearly convey information and to provide an environment where feedback is encouraged and fairly considered.

B. ERPC Publications
As part of its overall planning effort, ERPC creates many publications in the form of technical memos, studies, plans and programs. While many of these publications are written in technical language, ERPC makes a concerted effort to improve their readability and to create publications that are clear, organized and informative. ERPC creates publications specifically for the public and elected officials. These include:

- The Planning Press – a biannual newsletter about ERPC’s transportation and planning activities and studies.
- Annual Report – a report on the status of the region’s infrastructure and transportation and environmental planning (published once a year).
- Special information sheets and presentations for public meetings (as needed).

C. Media
In order to ensure that the public receives timely information about transportation issues and agency activity ERPC utilizes a variety of methods. These methods include communicating via: print media (newspapers and specialty publications), broadcast media (radio and television), the Internet/social media and direct contact methods (mailings, e-mailings, websites and faxes).

D. Information & Service Requests
ERPC often receives requests from the public for services and information. ERPC makes every effort to respond to requests for information in a timely manner. Simple requests may take up to three (3) business days, while complex requests may take much longer or be deferred until staff is available.

ERPC maintains a library of past and current transportation and planning studies and materials available for review during normal business hours. Copies of materials are available at reproduction and postage costs consistent with the State of Ohio’s Public Records Act. Copies of interim products, draft documents and final documents may also be available on the ERPC website. ERPC manages a records retention program that is consistent with the State of Ohio’s Public Records Act. Formal requests for public records must be in written form and sent via e-mail, fax or mail.

The public may stop by the ERPC Office to speak with an ERPC employee during office hours. Appointments are strongly encouraged. At times an employee may not be available due to prior commitments. If this occurs office staff will take a message with the client’s contact information and the employee will get to back to them within a reasonable timeframe. ERPC staff members are also available by appointment to present relevant presentations to the public. Attendance to an
event may be limited as a result of limited staffing or prior commitments. For this reason ERPC staff must be notified at least (14) days prior to the event. ERPC staff will respond to your request within five (5) business days stating if they can or can not attend. By prior arrangement, staff will meet with outside groups after normal business hours.
IV. Public Access

A. Purpose
The purpose of ERPC’s public access policies is to ensure that ERPC meetings and public records consistent with Ohio’s Open Meetings Act and Public Records Act and CFR 23 450.316.

B. Contacting & Accessing ERPC
Contact Information:
Erie Regional Planning Commission
2900 Columbus Avenue
Sandusky, OH 44870
Ph: 419.627.7793 Fax: 419.627.6670 E-mail: planning@eriecounty.oh.gov

Office hours are Monday-Friday 8:00 AM to 4:30 PM. ERPC is closed on all nationally recognized Federal holidays.

Website: https://www.eriecounty.oh.gov/ErieRegionalPlanningCommission.aspx

ADA Compliance: ERPC is an ADA accessible facility. It has full access for persons with handicaps with doors, ramps and elevators as well as space for wheelchairs in hallways and restrooms.

Public Transportation: The Sandusky Transit System (STS) is available for those who do not have access to transportation. STS services are available to the public from 6:00 AM-10:00 PM Monday through Saturday and Sundays on the blue line. STS can be reached by phone 419.627.0740. More information is available on STS’s website: http://www.ci.sandusky.oh.us/residents/sandusky_transit_system/index.php

C. Open Meetings
All ERPC regular and committee meetings are open to the public. They are conducted in accordance with the State of Ohio’s Open Meetings Act.

Special Needs: Individuals requiring an interpreter or other special assistance to participate at an ERPC meeting must contact ERPC at least three (3) business days before the meeting to make arrangements.
## Public Involvement Policy Stakeholder List: 2018

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Address</th>
<th>City</th>
<th>E-Mail</th>
<th>Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Denny Muratori</td>
<td>Superintendent</td>
<td>715 Cleveland Rd. E</td>
<td>Huron, OH</td>
<td><a href="mailto:dmuratori@huronhs.com">dmuratori@huronhs.com</a></td>
<td>Huron</td>
</tr>
<tr>
<td>Denny Musik</td>
<td>Superintendent</td>
<td>500 S. Washington St.</td>
<td>Castalia, OH</td>
<td><a href="mailto:dennis@huronhs.com">dennis@huronhs.com</a></td>
<td>Margaretta Twp.</td>
</tr>
<tr>
<td>Eugene Sanders</td>
<td>Superintendent</td>
<td>207 Decatur St.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:eugens@huronhs.com">eugens@huronhs.com</a></td>
<td>Sandusky</td>
</tr>
<tr>
<td>Jodie Heeren</td>
<td>Superintendent</td>
<td>735 S. Bogart Rd.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:jodie@huronhs.com">jodie@huronhs.com</a></td>
<td>Perkins Twp.</td>
</tr>
<tr>
<td>Phil Pempin</td>
<td>Superintendent</td>
<td>733 Beachtree St.</td>
<td>Vermilion, OH</td>
<td>phil@<a href="mailto:pempin@pmport.com">pempin@pmport.com</a></td>
<td>Vermilion</td>
</tr>
<tr>
<td>Phil Thicke</td>
<td>Superintendent</td>
<td>1234 Lakeshore Dr.</td>
<td>Kelleys Island, OH</td>
<td><a href="mailto:philetich@kelleysisland.com">philetich@kelleysisland.com</a></td>
<td>Kelleys Island</td>
</tr>
<tr>
<td>Sharon Meier</td>
<td>Superintendent</td>
<td>100 V. Mason Rd.</td>
<td>Milan, OH</td>
<td><a href="mailto:smeierte@mason.com">smeierte@mason.com</a></td>
<td>OHIO</td>
</tr>
<tr>
<td>Thomas Fecht</td>
<td>Superintendent</td>
<td>410 E. Main St.</td>
<td>Wien, OH</td>
<td><a href="mailto:tfecht@perkinsfire.com">tfecht@perkinsfire.com</a></td>
<td>Perkins Twp.</td>
</tr>
<tr>
<td>Douglas Gromko</td>
<td>Superintendent</td>
<td>925 Main Rd.</td>
<td>Milan, OH</td>
<td><a href="mailto:dggromko@milanohio.gov">dggromko@milanohio.gov</a></td>
<td>North Point</td>
</tr>
</tbody>
</table>

### Elected Officials

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Address</th>
<th>City</th>
<th>E-Mail</th>
<th>Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pat Shepp</td>
<td>County Commissioner</td>
<td>2020 Columbus Ave.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:pshepp@eriecounty.oh.gov">pshepp@eriecounty.oh.gov</a></td>
<td>Erie County Commisioner</td>
</tr>
<tr>
<td>Jack Farahman</td>
<td>County Engineer</td>
<td>2000 Columbus Ave.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:jfahmam@eriecounty.oh.gov">jfahmam@eriecounty.oh.gov</a></td>
<td>County Engineer</td>
</tr>
<tr>
<td>Paul Suprovich</td>
<td>Sheriff</td>
<td>2010 Columbus Ave.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:psuprovich@eriecounty.oh.gov">psuprovich@eriecounty.oh.gov</a></td>
<td>County Sheriff</td>
</tr>
<tr>
<td>Dennis Murray</td>
<td>Mayor</td>
<td>222 Main St.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:dmurray@perkinsfire.com">dmurray@perkinsfire.com</a></td>
<td>Perkins Twp.</td>
</tr>
<tr>
<td>Donnie Bader</td>
<td>Township Trustee</td>
<td>101 Clay St.</td>
<td>Castalia, OH</td>
<td><a href="mailto:dbader@milanohio.gov">dbader@milanohio.gov</a></td>
<td>Margaretta Township</td>
</tr>
<tr>
<td>Ron Sines</td>
<td>Township Trustee</td>
<td>114 N. 3rd St.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:rnsines@eriecounty.oh.gov">rnsines@eriecounty.oh.gov</a></td>
<td>Margaretta Township</td>
</tr>
<tr>
<td>Margaretta Township</td>
<td>Township Trustee</td>
<td>114 N. 3rd St.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:margaretta@eriecounty.oh.gov">margaretta@eriecounty.oh.gov</a></td>
<td>Margaretta Township</td>
</tr>
<tr>
<td>Ron Sayler</td>
<td>Township Trustee</td>
<td>115 S. 3rd St.</td>
<td>Milan, OH</td>
<td><a href="mailto:rnsayler@eriecounty.oh.gov">rnsayler@eriecounty.oh.gov</a></td>
<td>Milan Township</td>
</tr>
<tr>
<td>Gordon Egan</td>
<td>Township Trustee</td>
<td>925 Bogart Rd.</td>
<td>Huron, OH</td>
<td><a href="mailto:gegan@eriecounty.oh.gov">gegan@eriecounty.oh.gov</a></td>
<td>Huron Twp.</td>
</tr>
<tr>
<td>Randy Whyle</td>
<td>Mayor</td>
<td>35 Main St.</td>
<td>Milan, OH</td>
<td><a href="mailto:rwhyle@milanohio.gov">rwhyle@milanohio.gov</a></td>
<td>Village of Canale</td>
</tr>
<tr>
<td>Brad Harshay</td>
<td>Village Council</td>
<td>17 Main St.</td>
<td>Huron, OH</td>
<td><a href="mailto:bharshay@eriecounty.oh.gov">bharshay@eriecounty.oh.gov</a></td>
<td>Huron</td>
</tr>
<tr>
<td>Bart Wobser</td>
<td>Mayor</td>
<td>204 E. Bay View Dr.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:bwobser@villageofbayview.com">bwobser@villageofbayview.com</a></td>
<td>Bay View</td>
</tr>
<tr>
<td>Michael Parker</td>
<td>Township Trustee</td>
<td>1104 Research Rd.</td>
<td>Milan, OH</td>
<td><a href="mailto:mfparker@eriecounty.oh.gov">mfparker@eriecounty.oh.gov</a></td>
<td>Oxford Twp.</td>
</tr>
<tr>
<td>Ron Sayler</td>
<td>Township Trustee</td>
<td>507 State Rd.</td>
<td>Vermilion, OH</td>
<td><a href="mailto:rnsayler@eriecounty.oh.gov">rnsayler@eriecounty.oh.gov</a></td>
<td>Vermilion Twp.</td>
</tr>
<tr>
<td>Carl Kamin</td>
<td>Mayor</td>
<td>52 BOX 50</td>
<td>Berlin Heights, OH</td>
<td><a href="mailto:ckamin@eriecounty.oh.gov">ckamin@eriecounty.oh.gov</a></td>
<td>Berlin Heights</td>
</tr>
</tbody>
</table>

### Police/Emergency

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Address</th>
<th>City</th>
<th>E-Mail</th>
<th>Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brett Gockstetter</td>
<td>Lieutenant</td>
<td>OSHP Sandusky Post Office</td>
<td>Sandusky, OH</td>
<td><a href="mailto:bgockstetter@state.oh.us">bgockstetter@state.oh.us</a></td>
<td>Ohio State Highway Patrol</td>
</tr>
<tr>
<td>Larry Kutsinski</td>
<td>Emergency Director</td>
<td>300 S. Sandusky Blvd.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:lkutsinski@eriecounty.oh.gov">lkutsinski@eriecounty.oh.gov</a></td>
<td>Erie County Emergency Management</td>
</tr>
<tr>
<td>Tim Jonovich</td>
<td>Emergency Management Director</td>
<td>2000 Columbus Ave.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:tjonovich@eriecounty.oh.gov">tjonovich@eriecounty.oh.gov</a></td>
<td>Erie County Emergency Management</td>
</tr>
<tr>
<td>Paul Suprovich</td>
<td>Sheriff</td>
<td>2010 Columbus Ave.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:psuprovich@eriecounty.oh.gov">psuprovich@eriecounty.oh.gov</a></td>
<td>County Sheriff</td>
</tr>
<tr>
<td>Tommy Johnson</td>
<td>Fire Chief</td>
<td>115 S. Main St.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:tmjohnson@eriecounty.oh.gov">tmjohnson@eriecounty.oh.gov</a></td>
<td>Margaretta Fire</td>
</tr>
<tr>
<td>Bill Detty</td>
<td>Fire Chief</td>
<td>4145 Portland Rd.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:bdetty@eriecounty.oh.gov">bdetty@eriecounty.oh.gov</a></td>
<td>Margaretta Village Fire</td>
</tr>
<tr>
<td>Rick Wilcox</td>
<td>Fire Chief</td>
<td>500 W. Market St.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:rwilcox@eriecounty.oh.gov">rwilcox@eriecounty.oh.gov</a></td>
<td>Sandusky Fire</td>
</tr>
<tr>
<td>John Orzech</td>
<td>Fire Chief</td>
<td>2010 Michigan Rd.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:jorzech@eriecounty.oh.gov">jorzech@eriecounty.oh.gov</a></td>
<td>Sandusky Fire</td>
</tr>
<tr>
<td>Jason Rueck</td>
<td>Fire Chief</td>
<td>5121 Comanche Trl</td>
<td>Sandusky, OH</td>
<td><a href="mailto:jrueck@eriecounty.oh.gov">jrueck@eriecounty.oh.gov</a></td>
<td>Sandusky Fire</td>
</tr>
<tr>
<td>Lewis Prosewski</td>
<td>Police Chief</td>
<td>504 East Bay View Dr.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:lprosewski@eriecounty.oh.gov">lprosewski@eriecounty.oh.gov</a></td>
<td>Bay View Police</td>
</tr>
<tr>
<td>John Houter</td>
<td>Fire Chief</td>
<td>303 Main St.</td>
<td>Milan, OH</td>
<td><a href="mailto:jhouter@eriecounty.oh.gov">jhouter@eriecounty.oh.gov</a></td>
<td>Milan Fire</td>
</tr>
<tr>
<td>Shawn Craig</td>
<td>Police Chief</td>
<td>21 Addison Rd.</td>
<td>Kelleys Island, OH</td>
<td><a href="mailto:scraig@eriecounty.oh.gov">scraig@eriecounty.oh.gov</a></td>
<td>Kelleys Island Police</td>
</tr>
<tr>
<td>Steven Stansberg</td>
<td>Fire Chief</td>
<td>113 Main St.</td>
<td>Huron, OH</td>
<td><a href="mailto:stdansberg@eriecounty.oh.gov">stdansberg@eriecounty.oh.gov</a></td>
<td>Huron Fire</td>
</tr>
<tr>
<td>Rob Lynn</td>
<td>Police Chief</td>
<td>113 Main St.</td>
<td>Huron, OH</td>
<td><a href="mailto:rlynn@eriecounty.oh.gov">rlynn@eriecounty.oh.gov</a></td>
<td>Huron Police</td>
</tr>
<tr>
<td>Kevin Jeff</td>
<td>Fire Chief</td>
<td>415 E. Portland Rd.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:kjeff@eriecounty.oh.gov">kjeff@eriecounty.oh.gov</a></td>
<td>Groton Twp. Fire</td>
</tr>
<tr>
<td>Randy</td>
<td>Fire Chief</td>
<td>115 S. Main St.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:randy@eriecounty.oh.gov">randy@eriecounty.oh.gov</a></td>
<td>Sandusky Fire</td>
</tr>
<tr>
<td>Frank Vioche</td>
<td>Police Chief</td>
<td>2010 Michigan Rd.</td>
<td>Vermilion, OH</td>
<td><a href="mailto:fvioche@eriecounty.oh.gov">fvioche@eriecounty.oh.gov</a></td>
<td>Vermilion Police</td>
</tr>
<tr>
<td>Chris Stumpwitz</td>
<td>Fire Chief</td>
<td>4145 Ohio St.</td>
<td>Vermilion, OH</td>
<td><a href="mailto:cstampwitz@eriecounty.oh.gov">cstampwitz@eriecounty.oh.gov</a></td>
<td>Vermilion Police</td>
</tr>
<tr>
<td>David Murphy</td>
<td>Fire Chief</td>
<td>2000 Campbell Rd.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:dmurphy@eriecounty.oh.gov">dmurphy@eriecounty.oh.gov</a></td>
<td>Perkins Twp. Fire</td>
</tr>
<tr>
<td>Rob Parhamore</td>
<td>Police Chief</td>
<td>2010 Michigan Rd.</td>
<td>Perkins Twp.</td>
<td><a href="mailto:rparhamore@eriecounty.oh.gov">rparhamore@eriecounty.oh.gov</a></td>
<td>Perkins Twp. Police</td>
</tr>
<tr>
<td>Brian Robagut</td>
<td>Fire Chief</td>
<td>310 S. 3rd St.</td>
<td>Milan, OH</td>
<td><a href="mailto:brobagut@eriecounty.oh.gov">brobagut@eriecounty.oh.gov</a></td>
<td>Milan Police</td>
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<tr>
<td>Rob Master</td>
<td>Police Chief</td>
<td>720 Main St.</td>
<td>Milan, OH</td>
<td><a href="mailto:rmaster@eriecounty.oh.gov">rmaster@eriecounty.oh.gov</a></td>
<td>Milan Police</td>
</tr>
<tr>
<td>Charity Schauer</td>
<td>Police Chief</td>
<td>715 Main St.</td>
<td>Berlin Heights, OH</td>
<td><a href="mailto:cschauer@eriecounty.oh.gov">cschauer@eriecounty.oh.gov</a></td>
<td>Berlin Heights Police</td>
</tr>
</tbody>
</table>

## Notes
- The Stakeholder List includes representatives from various agencies and locations, including schools, elected officials, and police/fire/emergency services.
- Each entry provides the name, title, address, city, email, and agency associated with the listed stakeholder.
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Address</th>
<th>Email</th>
<th>Email Domain</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brian Rosaert</td>
<td>Village administrator</td>
<td>11 S. Main St.</td>
<td>Milan, OH</td>
<td><a href="mailto:milanadmin@neo.rr.com">milanadmin@neo.rr.com</a></td>
</tr>
<tr>
<td>Gary Howard</td>
<td>Village administrator</td>
<td>311 Liberty Ave.</td>
<td>Vermilion, OH</td>
<td><a href="mailto:Vermilion@neo.rr.com">Vermilion@neo.rr.com</a></td>
</tr>
<tr>
<td>Doug Green</td>
<td>Engineer</td>
<td>917 Main St.</td>
<td>Huron, OH</td>
<td><a href="mailto:Huron@neo.rr.com">Huron@neo.rr.com</a></td>
</tr>
<tr>
<td>Eric Windeler</td>
<td>City Manager</td>
<td>222 Mega St.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:ewindeler@vermilion.net">ewindeler@vermilion.net</a></td>
</tr>
<tr>
<td>Tony Valliclasis</td>
<td>Services Director</td>
<td>221 Liberty Ave.</td>
<td>Vermilion, OH</td>
<td><a href="mailto:Vermilion@neo.rr.com">Vermilion@neo.rr.com</a></td>
</tr>
<tr>
<td>Angelia Bingham</td>
<td>Planner</td>
<td>222 Mega St.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:Sandusky@vermilion.net">Sandusky@vermilion.net</a></td>
</tr>
<tr>
<td>Nathan Milan</td>
<td>City Engineer</td>
<td>325 Main St.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:Sandusky@vermilion.net">Sandusky@vermilion.net</a></td>
</tr>
<tr>
<td>John Zewe</td>
<td>Fish &amp; Wildlife</td>
<td>223 U.S. Highway 20 E.</td>
<td>Norwalk, OH</td>
<td><a href="mailto:Norwalk@parkcounty.gov">Norwalk@parkcounty.gov</a></td>
</tr>
<tr>
<td>Andy White</td>
<td>City Manager</td>
<td>111 Main St.</td>
<td>Huron, OH</td>
<td><a href="mailto:huron@neohrn.com">huron@neohrn.com</a></td>
</tr>
<tr>
<td>Amy Macias</td>
<td>Engineer</td>
<td>354 River Rd., P.O. Box 486</td>
<td>Huron, OH</td>
<td><a href="mailto:Huron@parkcounty.gov">Huron@parkcounty.gov</a></td>
</tr>
<tr>
<td>Amy Morganstein</td>
<td>Erie Metroparks</td>
<td>917 E. Parkside Ave.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:ErieMetroparks@eriecounty.org">ErieMetroparks@eriecounty.org</a></td>
</tr>
<tr>
<td>Peter Sieradzki</td>
<td>Environmental Health Division Director</td>
<td>201 N. Main St.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:Sandusky@eriecounty.org">Sandusky@eriecounty.org</a></td>
</tr>
<tr>
<td>Peter Clavin</td>
<td>County Administrator</td>
<td>204 Columbus Ave.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:Sandusky@eriecounty.org">Sandusky@eriecounty.org</a></td>
</tr>
<tr>
<td>Tim Jordan</td>
<td>Director</td>
<td>200 Columbus Ave.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:Sandusky@eriecounty.org">Sandusky@eriecounty.org</a></td>
</tr>
<tr>
<td>Gary Noffs</td>
<td>First Energy Liaison</td>
<td>200 Columbus Ave.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:FirstEnergyOH@eriecounty.org">FirstEnergyOH@eriecounty.org</a></td>
</tr>
<tr>
<td>Eric Biedle</td>
<td>Erie Soil and Water Director</td>
<td>200 Columbus Ave.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:ErieSoilWaterDirector@eriecounty.org">ErieSoilWaterDirector@eriecounty.org</a></td>
</tr>
<tr>
<td>Melissa Feller</td>
<td>Watershed Coordinator</td>
<td>200 Columbus Ave.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:Sandusky@eriecounty.org">Sandusky@eriecounty.org</a></td>
</tr>
<tr>
<td>Stephen Hoffman</td>
<td>Watershed Coordinator</td>
<td>200 Columbus Ave.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:Sandusky@eriecounty.org">Sandusky@eriecounty.org</a></td>
</tr>
<tr>
<td>Nicole Hoffie</td>
<td>Transit Administrator</td>
<td>WA</td>
<td>Sandusky, OH</td>
<td><a href="mailto:Sandusky@eriecounty.org">Sandusky@eriecounty.org</a></td>
</tr>
<tr>
<td>Gary Boyce</td>
<td>Transportation Administrator</td>
<td>200 Columbus Ave.</td>
<td>Sandusky, OH</td>
<td><a href="mailto:Sandusky@eriecounty.org">Sandusky@eriecounty.org</a></td>
</tr>
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<td>Fremont, OH</td>
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<td>Larry Fitcher</td>
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<td>Dan Hicken</td>
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<tr>
<td>Amy Skolarik</td>
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<td>Sandusky, OH</td>
<td>NA</td>
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<td>Ralph Chamberlain</td>
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<td>Sandusky, OH</td>
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<tr>
<td>Laura Lafford</td>
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<td>BW</td>
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<td>Karen Cavacina</td>
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<td>Jennifer Yingling</td>
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<td>Sandusky, OH</td>
<td>Self Advocates</td>
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<td>State and Federal Agencies</td>
<td>Commercial</td>
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LEGAL NOTICE
PUBLIC MEETING TO
GATHER PUBLIC COMMENTS
ABOUT UPDATES
TO THE ERIE COUNTY
REGIONAL PLANNING
METROPOLITAN PLANNING
ORGANIZATION TITLE VI
PLAN AND PUBLIC
INVOLVEMENT POLICY,
ERIE COUNTY, OHIO

The Erie Regional Planning Commission (ERPC) will be conducting a public meeting on
February 19, 2019 to gather public input about updates to the ERPC Title VI Plan and the
Public Participation Plan. The
public meeting will be held in
the Erie County Commission
Chamber, Third Floor, Service
Center, 2000 Columbus Avenue,
Sandusky, Ohio. The session
will be from 4:30 p.m. to 6:30
p.m. Staff will be available to
answer questions. The success
of any plan is reliant upon
a strong public involvement
program. Therefore, the ERPC
has committed itself to pursue a
proactive public outreach effort
throughout the development
of the ERPC Title VI Plan and
the Public Participation Plan.

Updates. Efforts will focus
on soliciting community
involvement to maximize
awareness and provide a forum
for public participation in order
to build support and gain public
input for the updates and to
ensure that the updates reflects
the values of Erie County. The
Title VI Plan is a blueprint on
how ERPC complies with Title
VI regulations. The Public
Involvement Policy outlines
the process in which ERPC
interacts with the public. These
documents are being presented
at the same time as they
are interrelated.

To ensure that Erie County's
quality of life, economic viability
and mobility are preserved and
protected, ERPC would like your
input. Local officials consider
public involvement a critical step
in developing a successful plan.

January 29th, 2019
ERPC is currently updating their Public Involvement and Title VI Plans. If you are interested in reviewing them they can be found at https://www.eriecounty.ch/ErleRegionalPlanningCommission.

There is a public meeting scheduled for 2/19 at 4:30 PM at 2900 Columbus Avenue Sandusky, OH 44870 in the commissioner's chambers located on the 3rd floor.
Erie County Department of Regional Planning and Development

The Erie County Department of Planning and Development provides the following services for political jurisdictions that are members of the Erie Regional Planning Commission:

Planning Services

- Census Bureau Programs
- Comprehensive Planning
- Downtown Revitalization Activities
- Floodplain Program Administration
- Grant Search Assistance and Writing
- Legal Opinions on Zoning and Planning Issues
- Lot Split Review and Approval
- Newsletters with Planning Information
- Planning Research
- Rezoning Review for Zoning Changes in Unincorporated Areas
- Special Planning Studies
- Subdivision Regulations Development and Revision/Updates
- Subdivision Review for Unincorporated Areas
- Zoning Code/Resolution Development and Revisions/Updates
- Economic Development
- Community Development Block Grant Economic Development Grant Program Administration
- Community Reinvestment Areas
- Enterprise Zone Program Administration
- Grant Search Assistance and Writing
- Revolving Loan Fund Administration
APPENDIX C

Erie County, Ohio
Public Involvement Plan
Update 2019