



CROOK COUNTY SPECIAL PUBLIC MEETING AGENDA

Monday, December 30, 2024 at 9:00 am

**Crook County Administration Conference Room I 203 NE Court St. I
Prineville OR**

Members of the public and media are welcome to attend in person or via Zoom: Phone: 1-253-215-8782; Meeting ID: 938 5442 0424; Passcode: 016792

PUBLIC COMMENT

DISCUSSION

1. Order 2024-54 Amending the County's Title VI Program Plan

Requester: John Eisler

Assistant County Counsel

2. Transportation Systems Plan Amendment

Requester: John Eisler

Assistant County Counsel

MANAGER REPORT

COMMISSIONER UPDATES

EXECUTIVE SESSION

NOTICE AND DISCLAIMER

The Crook County Board of Commissioners is the governing body of Crook County, Oregon, and holds work sessions to deliberate upon matters of County concern. As part of its efforts to keep the public apprised of its activities, the Crook County Board of Commissioners has published this PDF file. This file contains the material to be presented before the County Board of Commissioners for its next scheduled work session.

Please note that while County staff members make a dedicated effort to keep this file up to date, documents and content may be added, removed, or changed between when this file is posted online and when the County Board of Commissioners meeting is held. The material contained herein may be changed at any time, with or without notice.

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Please also note that this file does not contain any material scheduled to be discussed at an executive session, or material the access to which may be restricted under the terms of Oregon law.

If you are interested in obtaining additional copies of any of the documents contained herein, they may be obtained by completing a Crook County Public Records Request form. Request forms are available on the County's website or at the County Administration office at 203 NE Court Street, in Prineville.

Additional Items

Additional items may be discussed that arise too late to be included as a part of this notice. For information about adding agenda items, please contact the County Administration office at 447-6555. Assistance to handicapped individuals is provided with advance notice.

Contact: Seth Crawford (seth.crawford@co.crook.or.us (541) 447-6555) | Agenda published on 12/26/2024 at 3:00 PM

AGENDA ITEM REQUEST



Date:

December 24, 2024

Meeting date desired:

December 30, 2024

Subject:

Order 2024-54 Amending the County's Title VI Program Plan

Background and policy implications:

In October of this year, ODOT informed the County that it was requesting a four-factor analysis be included in the County's Title VI Program Plan. The attached Order amends that Plan by including the four-factor analysis and updating two appendixes.

Budget/fiscal impacts:

TBD

Requested by:

*John Eisler; Asst. County Counsel
John.Eisler@CrookCountyOR.gov
541-416-3919*

Presenters:

John Eisler

Legal review (only if requested):

Legal drafted

Crook County Title VI Program Plan
Effective Date: January 1, 2024
Amended: December 30, 2024

TITLE VI OF THE CIVIL RIGHTS ACT

STATEMENT OF POLICY

Pursuant to and in accordance with Title VI of the Civil Rights Act of 1964, as amended, Crook County is committed to the goal that no person will, on the grounds of race, color, or national origin, be excluded from participating in, be denied benefits of, or be otherwise subject to discrimination under the County's programs or activities. The County will take preventive, corrective, and/or disciplinary action when necessary against behavior that violates this policy or the rights it is designed to protect.

OBJECTIVES

The objectives of the Crook County Title VI plan are:

- To ensure the County's compliance with Title VI including compliance by the County's grantees, sub-grantees, and related entities and to assign responsibilities for ensuring compliance.
- To ensure that all persons are able to receive the benefits of County programs, services and activities, regardless of their race, color, or national origin.
- To avoid, minimize or mitigate disproportionate adverse environmental effects as a result of County programs, services and activities on communities within Crook County on the basis of race, color, or national origin.
- To establish clear procedures for filing, investigating, and successfully resolving complaints on a timely basis and at the lowest administrative level possible.

APPLICABILITY

This policy applies to all Crook County departments, divisions, programs, staff members, and elected officials, and, to the extent required by law or separate contract(s), to agents of and contractors for the County.

DURATION

This Title VI plan is effective upon adoption by the Crook County Court and, unless sooner superseded or terminated, will be renewed on or before March 31, 2026. In the event that no renewal is adopted, this Title VI plan will remain in force and effect.

STATUTORY AND REGULATORY CITATIONS

This Title VI Program Plan is written in conformance with, and based upon, the parameters described in a variety of federal laws and regulations. Certain of these authorities describe the management and implementation of a Title VI program to ensure that the provision of the County's public services are not administered so as to discriminate against members of the public on the basis of race, color, or national origin. Other authorities include descriptions of services which are subject to Title VI of the Civil Rights Act of 1964. Still others describe discriminatory actions which the County is prevented from taking. Laws applicable to this Title VI plan may include:

- Pub. L. 88–352, as amended.
- 42 USC § 2000d.
- 49 CFR § 21.1 to 21.23.
- 28 CFR § 42.101 *et seq.*
- 23 USC § 101 *et seq.*
- ORS 659A.030.
- 23 USC § 401 *et seq.*
- ORS 659A.403.
- *Alexander v. Sandoval*, 532 U.S. 275 (2001).
- 15 USC §§ 1391 through 1409, and 1421 through 1425.
- 14 USC §§ 93(n) and (o).
- 23 CFR § 200.9(b)(7).
- 14 USC § 148.
- 49 USC §§ 1101-1114, 1116-1120.
- 42 USC § 3601.
- *Lau v. Nichols*, 414 U.S. 563 (1974).
- 23 USC § 324.
- 14 USC § 641(a).
- 14 USC § 821-832.
- Presidential Executive Order 13166.
- 49 USC § 1115.
- 50 USC App. 1622(b) and (g).
- 49 USC §§ 1346, 1352, 1354(a).
- 42 USC § 4601.
- 49 USC §§ 631-642.

DISCRIMINATION PROHIBITED

The County will not, directly or through contractual or other arrangements, on the grounds of race, color, or national origin:

- Deny a person any service, financial aid, or other benefit provided under the County’s Title VI program;
- Provide any service, financial aid, or other benefit to a person which is different, or, subject to Limited English Proficiency-related services provisions described below, is provided in a different manner from what is provided to others by the County;
- Subject a person to segregation or separate treatment in any matter related to his receipt of any service, financial aid, or other benefit provided by the County;
- Restrict a person in any way in the enjoyment of any advantage or privilege enjoyed by others receiving any service, financial aid, or other benefit provided by the County;
- Treat a person differently from others in determining whether he or she satisfies any admission, enrollment, quota (to the extent quotas are required), eligibility, membership, or other requirement or condition which persons must meet in order to be

provided any service, financial aid, or other benefit provided by the County;

- Deny a person an opportunity to participate in the program through the provision of services or otherwise or afford him or her an opportunity to do so which is different from that afforded others under by the County; or
- Deny a person the opportunity to participate as a member of a planning, advisory, or similar body which is an integral part of County services.

The County, in determining the types of services, financial aid, or other benefits, or facilities at which any applicable services are provided, or the class of person to whom, or the situations in which, such services, financial aid, other benefits, or facilities will be provided under any of its programs, or the class of persons to be afforded an opportunity to participate in any such program; will not, directly or through contractual or other arrangements, utilize criteria or methods of administration which have the effect of subjecting persons to discrimination because of their race, color, or national origin, or have the effect of defeating or substantially impairing accomplishment of the objectives of Title VI of the Civil Rights Act of 1964 (as amended) with respect to individuals of a particular race, color, or national origin.

In determining the site or location of facilities, the County will not make selections with the purpose or effect of excluding persons from, denying them the benefits of, or subjecting them to discrimination under any program to which this Title VI plan applies, on the grounds of race, color, or national origin; or with the purpose or effect of defeating or substantially impairing the accomplishment of the objectives of Title VI of the Civil Rights Act of 1964.

As used in this section the services, financial aid, or other benefits provided under a County program receiving federal financial assistance includes any service, financial aid, or other benefit provided in or through a facility known to the County to be provided with the aid of federal financial assistance.

Subject to applicable law, including but not limited to 49 CFR § 21.5, this Title VI plan does not prohibit the consideration of race, color, or national origin if the purpose and effect are to remove or overcome the consequences of past County practices or impediments which have restricted the availability of, or participation in, the program or activity receiving federal financial assistance, on the grounds of race, color, or national origin. Where prior County discriminatory practice or usage caused the effect of excluding, on the grounds of race, color, or national origin, individuals from participation in, to deny them the benefits of, or to subject them to discrimination under any program or activity to which this Title VI plan applies, the County will make an affirmative, good faith effort to eliminate past and present discrimination in County programs and to ensure future non-discriminatory practices in the County's activities.

MANAGEMENT OF REAL PROPERTY

The County will not make a selection of a site or location of a facility for the provision of services, including public meetings, if the purpose of that selection, or its effect when made, is to exclude individuals from participation in, to deny them the benefits of, or to subject them to discrimination under any program or activity to which this rule applies, on the grounds of race, color, or national origin; or if the purpose is to, or its effect when made will, substantially

impair the accomplishment of the objectives of this Title VI plan.

In the case where Federal financial assistance is provided to the County in the form of a transfer of real property, structures, or improvements thereon, or interest therein, from the federal government, the instrument effecting or recording the transfer shall contain a covenant running with the land assuring nondiscrimination for the period during which the real property is used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

Where no transfer of property or interest therein from the federal government is involved, but property is acquired or improved with federal financial assistance, the County will agree to include such covenant in any subsequent transfer of such property. When the property is obtained by the County from the federal government, such covenant may also include a condition coupled with a right to be reserved by the federal government to revert title to the property in the event of a breach of the covenant where such a condition and right of reverter is appropriate to the statute under which the real property is obtained and to the nature of the grant and the grantee.

In such event, if a transferee of real property proposes to mortgage or otherwise encumber the real property as security for financing construction of new, or improvement of existing, facilities on such property for the purposes for which the property was transferred, the federal government may agree, upon request of the transferee and if necessary to accomplish such financing, and upon such conditions as it deems appropriate, to subordinate such right of reversion to the lien of such mortgage or other encumbrance.

PUBLIC PARTICIPATION

Crook County employs a wide variety of strategies to solicit, consider, and incorporate the perspectives of diverse populations in policy and decision-making processes. Such opportunities for involvement are designed to engage all segments of the wider County community in an early, open, continuous, and effective manner and include:

1. Complying with all applicable laws, rules, and regulations concerning public involvement and public meetings.
2. Maintaining buildings and facilities that are accessible and compliant with the Americans with Disabilities Act (ADA).
3. Providing notice and information regarding issues, processes, and decisions in a timely manner which allows for adequate public review.
4. Conducting meetings and hearings in different locations throughout the County in order to accommodate expected numbers of public attendance, geographic diversity, and other considerations.
5. Seeking age, physical ability, ethnic, cultural, economic, and geographic diversity in appointing members to its advisory and service committees, such as:
 - The Bowman Museum Advisory Board.

- Board of Property Tax Appeals.
- Budget Committee.
- Central Oregon Advisory Council on Transportation (COACT).
- Central Oregon Regional Housing Authority (Housing Works).
- Crook County Fair Board.
- Crooked River Watershed Council.
- Library Board of Trustees.
- Local Public Safety Coordinating Council.
- Mental Health Advisory Board.
- Planning Commission.
- Public Health Advisory Board.
- Regional Air Center Advisory Board.
- Solid Waste Advisory Committee.
- Special Transportation Fund Advisory Committee.
- Vector Control District.

MONITORING AND EVALUATION

The County will monitor and evaluate its public participation process to determine where and how to make improvements. Members of the public are encouraged and invited to provide comments and suggestions through open dialogue. Modifications and improvements to the County’s Title VI plan will be adopted by the Crook County Board of Commissioners.

Language Assistance:

Per Presidential Executive Order 13166 (August 2000), one type of discrimination on the basis of national origin is discrimination on the basis of a person’s inability or limited ability to speak, read, write, or understand English, and that public agencies receiving federal funding may be required to provide written or oral communications in a language other than English. Crook County will take reasonable, good faith steps to offer assistance for those citizens with limited English proficiency (LEP) seeking meaningful access to its services.

In order to ensure meaningful access to programs and activities, the County conducts a four-factor analysis to determine the specific language services that are appropriate to provide.

1. The Number or Proportion of LEP Persons Served or Encountered in the Eligible Service Population

This is the first step in the four-factor analysis. The greater the number or proportion of LEP persons served or encountered, the more likely language services will be needed. To understand the level of need, the County utilized American Community Survey data table ID# C16001. The figures are included in Appendix D and reflect the most recently published Census data available.

Based on this data, Crook County does not meet the 1,000 in population or 5% LEP persons threshold for any language. Over 95% of residents in Crook County speak “only English.” The highest percentage of those that speak English less than “very well” is Spanish, at 0.65%, or 153 individuals. The second highest is German at 0.16%, or 39 individuals. Overall, approximately 0.81% of the total Crook County population and approximately 192 individuals aged five years or older in Crook County speak English less than “very well.”

2. *The Frequency with which LEP Individuals Come in Contact with the Program, Activity, or Service*

Recipients should assess, as accurately as possible, the frequency with which they have or should have contact with LEP individuals from different language groups seeking assistance, as the more frequent the contact, the more likely enhanced language services will be needed. Even recipients that serve LEP persons on an infrequent basis should use this balancing analysis to determine what to do if an LEP person seeks services under the program in question.

The program in question is public transportation via Cascades East Transit (CET). On average, based on call translation data from the CET call center translation provider, the call center receives an average of 12 calls per month from Spanish speaking LEP populations. These calls are from the entire Central Oregon Region and have not been particularized to show how many calls are for Crook County residents. Data on Crook County-specific requests does not exist.

For those public meetings where Crook County considers whether and how to provide funding for Cascade East Transit, the number of requests for language assistance has been zero during the previous three years, for any of those public meetings. Language assistance for such public meetings is available with sufficient advanced notice.

CET has committed to work with Crook County to identify LEP Communities and evaluate the number or proportion of LEP persons from each language group to determine the appropriate language services for each language. CET and the County will work together to determine whether translation of documents into native languages will be effective to serve the needs of the LEP population and whether LEP persons are underserved by either CET or the County in their public transportation needs due to language barriers.

3. *The Nature and Importance of the Program, Activity, or Service Provided by the Program*

The more important the program or the greater the possible consequences of the contact to the LEP persons, the more likely language services are needed. The obligations to communicate rights to LEP populations needing public transportation differ, for example, from those to provide recreational programming.

CET provides public transit to the entire Central Oregon region. Crook County provides funding from a variety of sources to support public transit in the Central Oregon region, including connector transit services to other communities. Reliable transportation is important to ensure our residents can access the entire region and receive the services they need, including medical care, shopping, and employment.

While the majority of the region's population use private vehicles for transportation, our geographic area and region is vast, and most major towns located in our region are many miles apart from each other. Therefore, for those that cannot afford to have their own personal vehicle, public transportation for them in our region is an important resource. Without these public transportation services, these populations would have a much harder time accessing the other communities and getting the services they need.

4. *The Resources Available to the Recipient and Costs*

A recipient's level of resources and the costs imposed may have an impact on the nature of the steps it should take in providing meaningful access for LEP persons. Smaller recipients with more limited budgets are not expected to provide the same level of language services as larger recipients with larger budgets. In addition, "reasonable steps" may cease to be reasonable where the costs imposed substantially exceed the benefits.

Both the resources and the costs are to be evaluated at the final step of this four-part analysis. The goal is to find the "correct mix," which should be based on what is both necessary and reasonable in light of the four-factor analysis. In this case, because neither the 1,000 in population nor 5% LEP language group threshold has been met, no LEP Program is required or necessary under FTA guidelines. However, what is *reasonable* in light of this four-factor analysis must be considered.

County financial resources to fund CET activities are finite, and there are many needs to which those funds must be employed, including but not limited to: the acquisition of buses and transportation vehicles capable of transporting large numbers of individuals; equipping those vehicles with machinery and accoutrements to assist with the onboarding and offboarding of disabled individuals, such as wheelchair elevators; compensation and insurance benefits for CET staff; maintenance, repair, refueling, and operations of vehicles; provision of dial-a-ride and similar services to the disabled, elderly, or those with specific mobility issues; and liability and automobile insurance coverage for enterprise operations.

The County finds that the portion of funds currently allocated to language assistance to those with limited English proficiency is appropriate under the four-factor analysis, taking into consideration all factors and the totality of circumstances. Effective language services may include contracting with language interpretation providers, employing and making available bilingual staff when possible, and investment in reliable language translation software. Costs for these programs are estimated by CET to be \$1,500.00 a year on average for translation services through a call center and \$100 - \$500 a year on average for the translation of documents.

The currently implemented language services include:

- LEP persons are informed of the availability of language assistance services through the CET call center or website, which can be translated to Spanish via Google translate;
- Those with limited English proficiency may request translation or interpretation assistance for Crook County public meetings upon reasonable advance notice, to assist with understanding County deliberations towards funding CET activities;
- The CET website provides Spanish language documents;
- The CET call center provides language translation services when needed;
- CET employees are trained to recognize when LEP persons need assistance through awareness training; and
- CET monitors and updates plans for the entire region every three years and works with each jurisdiction to ensure compliance.

Reporting:

Crook County will report information necessary to determine compliance with Title VI of the Civil Rights Act as required by federal and, as may be applicable, state government agencies for grant funding and other purposes. The contents and format of such reports will be

determined by applicable law.

Public Notice:

A Title VI Notice to the Public will be posted on Crook County's website at www.co.crook.or.us and in a public area within County facilities open to the public. A copy of the Crook County Title VI Notice to the Public is attached to this document as Appendix A. The County will also provide paper copies to individual departments for posting.

COMPLAINT PROCEDURES

Title VI Coordinator

The Crook County Counsel serves as Crook County's Title VI Coordinator and acts as the focal point for Title VI implementation and investigation. In the event that the County Counsel is involved in the alleged activities giving rise to a complaint, the Human Resources Director will serve as Title VI Coordinator for that complaint.

Complaints:

Any person who believes she or he has been discriminated against by Crook County on the basis of race, color, or national origin may file a complaint by completing and submitting a Title VI Complaint Form. This is an administrative process that does not provide for compensatory or punitive damages. Complaints must be complete in both form and content to be reviewed and considered and must be submitted within 180 days of the alleged incident of discrimination. A copy of the Crook County Title VI Complaint Form is attached to this document as Appendix B. To request a separate Title VI Complaint Form:

- Call 541-416-3919
- Schedule an appointment at the Crook County Counsel's office:
301 NE 3rd Street (Second Floor)
Prineville, OR 97754
- Write to:
Crook County Counsel's Office
Attn: Title VI Coordinator
300 NE Third Street
Prineville, OR 97754; or
- Download the document from Crook County's website at www.co.crook.or.us.

Complaints must be in writing, signed by the complainant, and submitted to the Title VI Coordinator either by hand-delivery at the physical address, or by U.S. postal service or commercial parcel delivery service to the mailing address shown above.

When applicable, a complainant may also file a Title VI complaint directly with any federal agency that supplies funding to Crook County in support of the applicable program or service in which the alleged incident occurred. Examples of federal agencies that provide funding to the County include, but are not limited to, the U.S. Department of Agriculture, the U.S. Department of Justice, and the U.S. Department of Transportation. Contact information for the

Office of Civil Rights operating in such agencies may be found online or as otherwise published by such agencies.

The signed, written complaint must include the date of the alleged act of discrimination, and present a detailed description of the events leading to the complaint. The complaint must include the names or titles of the individuals involved (particularly County officials), the location(s) at which the events occurred, and (if known) the names and contact information for any third-party witnesses. In order to fall within the scope of this Title VI plan, the alleged discrimination must be based upon race, color, or national origin status.

At such time as the complaint is received, the Title VI Coordinator will review it to determine if Crook County has jurisdiction over the matter. The County will promptly return an acknowledgment letter stating whether the complaint will be investigated by the County. Crook County will make every reasonable effort to investigate complaints within no more than 90 days following the date of the acknowledgment letter. However, in the event of complex complaints which address multiple issues and/or involve legal action, the County may require an extended period to fully investigate and respond. In such cases, the complainant will be informed of the additional investigation.

If more information is needed to resolve the case, the assigned investigator may contact the complainant. The complainant has ten (10) business days from the date of the letter to return the requested information to the investigator. If the investigator is not contacted by the complainant or does not receive the requested information within ten (10) business days, Crook County will administratively close the case. An investigation will also be administratively closed upon withdrawal by the complainant.

After the investigator reviews the complaint, he or she will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and investigation, indicates that a Title VI violation could not be substantiated, was untimely, was legally insufficient, or other cause for dismissal, and states that the investigation will be closed. A LOF summarizes the allegations and investigation and explains whether any disciplinary action, staff training, or other action will occur. If the complainant wishes to appeal the decision reflected in the letter, she or he has ten (10) business days following the date of the acknowledgement letter or the LOF to do so. To submit an appeal, complainants must deliver a written statement explaining the basis of the appeal to the Crook County Court (the board of commissioners for Crook County). County officials will review the material presented and promptly issue a final formal decision following the date of the appeal letter was received. No information that was not provided to the investigator will be considered as part of an appeal.

The Title VI complaint process does not cover complaints based on protections afforded under other civil rights statutes, such as sex, sexual orientation, age or source of income. If a complaint is filed alleging such discrimination, the complainant will be notified that it cannot be processed as a Title VI complaint. However, the County will review complaints of discrimination based on other protected class statuses to determine if they can be informally resolved.

The County will provide, upon request, a list of all active complaints, investigations, or lawsuits, made on the basis of race, color, or national origin. A copy of the Crook County List

of Title VI Investigations, Complaints, and Lawsuits form is attached to this document as Appendix C and contains a name, date of filing, summary of the allegation(s), status of the investigation, and action(s) taken.

Approved:

CROOK COUNTY BOARD OF COMMISSIONERS

Seth Crawford, County Commissioner
Date _____

Susan Hermreck, County Commissioner
Date _____

Brian Barney, County Commissioner
Date _____

**CROOK COUNTY
TITLE VI NOTICE**

Crook County operates its programs and services without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act of 1964. Any person who believes she or he has been subjected to an unlawful discriminatory practice as defined under Title VI of the Civil Rights Act may file a complaint with the Crook County Counsel Office.

Any person who believes she or he has been discriminated against by Crook County on the basis of race, color, or national origin may file a complaint by completing and submitting a Title VI Complaint Form. This is an administrative process that does not provide for compensatory or punitive damages. Complaints must be complete in both form and content to be reviewed and considered and must be submitted within 180 days of the alleged incident of discrimination. To request a separate Title VI Complaint Form, or to obtain more information about Crook County's civil rights program and the obligations:

- Call 541-416-3919
- Schedule an appointment at the Crook County Counsel's office:
305 NE 3rd Street (Second Floor)
Prineville, OR 97754
- Write to:
Crook County Counsel's Office
Attn: Title VI Coordinator
300 NE Third Street
Prineville, OR 97754; or
- Download the document from Crook County's website at www.co.crook.or.us.

When applicable, a complainant may also file a Title VI complaint may also be filed directly with any federal agency that supplies funding to Crook County in support of the applicable program or service in which the alleged incident occurred. Examples of federal agencies that provide funding to the County include, but are not limited to, the U.S. Department of Agriculture, the U.S. Department of Justice, and the U.S. Department of Transportation. Contact information for the Office of Civil Rights operating in such agencies may be found online.

Crook County
TITLE VI COMPLAINT FORM

Section I:				
Name:				
Address:				
Telephone (Home):			Telephone (Work):	
Electronic Mail Address:				
Accessible Format Requirements?	Large Print		Audio Tape	
	TDD		Other	
Section II:				
Are you filing this complaint on your own behalf?			Yes*	No
*If you answer "yes" to this question, go to Section III.				
If not, please supply the name and relationship of the person for whom you are complaining:				
Please explain why you have filed for a third party:			_____	

Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.			Yes*	No
Section III:				
I believe the discrimination I experienced was based on (check all that apply):				
<input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin				

Date of Alleged Discrimination (Month, Day, Year): _____

Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use additional pages.

Section IV:

Have you previously filed a Title VI complaint with the County?	Yes	No
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Section V:

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?

Yes No

If yes, check all that apply:

- Federal Agency: _____ State Agency: _____
 Federal Court: _____ Local Agency: _____
 State Court: _____

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

Name:

Title:

Agency:
Telephone:
Section VI:
Name of agency complaint is against:
Contact person:
Title:
Telephone number:

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

Signature and date required below

Signature

Date

Please submit this form in person at the address below, or mail this form to:

Crook County Counsel's Office
 Attn: Title VI Coordinator
 300 NE Third Street
 Prineville, OR 97754

CROOK COUNTY**LIST OF TITLE VI INVESTIGATIONS, COMPLAINTS, AND LAWSUITS****For the period January 1, 2021¹ to Present**

	Name	Date	Summary	Status	Action(s) Taken
Investigations					
1.	See Complaint 1, below.	7.11.24	See below.	Closed.	See below.
2.					
3.					
4.					
Lawsuits					
1.	None				
2.					
3.					
4.					
Complaints					
1.	Randy Moore, SID # 15345669, Snake River Correctional Institution, Ontario, Oregon	On or about July 11, 2024	Complained of civil rights, PREA, and HIPAA violations at Snake River Correctional Institution; unethical conduct in 2015 prosecution in Deschutes County; and ineffective assistance of defense counsel.	Closed – these complaints do not allege any violations of Title VI, of Crook County's Title VI plan, or any action by Crook County.	Crook County does not have legal authority, under Title VI or otherwise, to investigate these allegations. Letter to complainant mailed on or about July 30, 2024. No further correspondence from complainant since.
2.					

¹ The effective date of the last Crook County Title VI Plan.

3.					
4.					

LIMITED ENGLISH PROFICIENCY (LEP)
CROOK COUNTY SURVEY

In conformance with Presidential Executive Order 13166 (August 2000), applicable law, and the Crook County Title VI plan, the County has examined the number and categories of those Crook County residents with Limited English Proficiency. To make its determinations in this regard, the County relies upon the United States Census “American Community Survey” for Crook County, 2022, the most recent data available. The American Community Survey produces population, demographic, and housing unit estimates for both counties and municipalities.

The US Census tracks language ability by using four possible responses: respondents are asked to rate their ability to speak, read, write, and understand languages (a) very well, (b) well, (c) less than well, or (d) not at all.

	Crook County, Oregon	
Label	Estimate	
Total:	23,661	
Speak only English	22,510	95.14%
Speak Spanish and Speak English less than "very well"	153	0.65%
Speak French, Haitian or Cajun and Speak English less than "very well"	0	0.00%
Speak German or other West Lang and Speak English less than "very well"	39	0.16%
Speak Russian, Polish or other Slavic Lang and Speak English less than "very well"	0	0.00%
Speak Other Indo European Lang and Speak English less than "very well"	0	0.00%
Speak Korean and Speak English less than "very well"	0	0.00%
Speak Chinese, Mandarin or Cantonese and Speak English less than "very well"	0	0.00%
Speak Vietnamese and Speak English less than "very well"	0	0.00%
Speak Tagalog or Filipino and Speak English less than "very well"	0	0.00%
Speak other Asian and Pacific Island Lang and Speak English less than "very well"	0	0.00%
Speak Arabic and Speak English less than "very well"	0	0.00%
Speak Other unspecified lang and Speak English less than "very well"	0	0.00%

THE BOARD OF COUNTY COMMISSIONERS OF THE STATE OF OREGON
FOR THE COUNTY OF CROOK

AN ORDER AMENDING THE CROOK
COUNTY TITLE VI PROGRAM PLAN

ORDER 2024-54

WHEREAS, Title VI of the Civil Rights Act of 1964 requires that the recipients of federal financial assistance work to ensure that no person will, on the grounds of race, color, or national origin, be excluded from participating in, be denied benefits of, or be otherwise subject to discrimination under the federally funded programs or activities; and

WHEREAS, Crook County is committed to ensuring that its public services are available to all citizens on an evenhanded basis, and is committed to acting in accordance with the requirements and spirit of the law; and

WHEREAS, Crook County adopted the current Title VI Program Plan (the “current Plan”) via Order 2023-16 on April 5, 2023, and effective January 1, 2024;

WHEREAS, through monitoring and evaluation, Crook County is continuously trying to improve its efforts to provide services to all regardless of race, color, or national origin;

WHEREAS, Crook County’s current Plan was reviewed by the Oregon Department of Transportation’s Public Transportation Division, who requested that the County incorporate a four-factor analysis; and

WHEREAS, in conformance with the Civil Rights Act of 1964, the County now updates its policy describing how it will work to achieve the goals of Title VI including how complaints by members of the public may be made and thereafter investigated.

NOW, THEREFORE, the Crook County Court adopts the recitals above, and ORDERS AND DIRECTS, based upon the above recitals, that:

Section One: The attached “Crook County Title VI Program Plan” is modified as adopted herein, and directs that it be posted on the County’s website for free public review. This Order modifies the current Plan effective January 1, 2024, and supersedes the plan adopted January 1, 2021.

Section Two: That the Title VI Notice contained in Appendix A of the Plan be posted in all County departments.

Section Three: Crook County staff members are directed to review the Title VI Program Plan on or before January 1, 2027, to advise whether the Crook County Court should amend, modify, supersede, or otherwise take action in regards to the Plan.

DATED this ____ day of December, 2024.

BOARD OF COMMISSIONERS

Commissioner Seth Crawford

Commissioner Susan Hermreck

Commissioner Brian Barney

<u>Vote:</u>	Aye	Nay	Abstain	Excused
Seth Crawford	___	___	___	___
Susan Hermreck	___	___	___	___
Brian Barney	___	___	___	___

AGENDA ITEM REQUEST



Date:

12/24/2024

Meeting date desired:

12/30/2024

Subject:

Transportation Systems Plan Amendment

Background and policy implications:

The County has been working with Parametrix to develop a Transportation Systems Plan (TSP) since August of 2023. Work was scheduled to be complete by this year's end but is still ongoing. The attached amendment continues the contract through June 30, 2025.

Budget/fiscal impacts:

N/A

Requested by:

*Will VanVactor, Community Development Director/County Manager
will.vanvactor@crookcountyor.gov, phone 541-447-3211*

Presenters:

*Will Van Vactor
John Eisler*

Legal review (only if requested):

Yes

AMENDMENT TO PERSONAL SERVICES CONTRACT

This Amendment is entered into by Parametrix, Inc. (“Contractor”), and **Crook County**, a political subdivision of the State of Oregon (hereinafter “County”); collectively, Contractor and County may be referred to as “the Parties.”

RECITALS

WHEREAS, Contractor and County are parties to that certain Personal Services Contract (hereinafter “the Agreement”) effective August 16, 2023, for the provision of consultant services to develop an updated Transportation Systems Plan as more fully described in the Agreement; and

WHEREAS, the Agreement was set to expire by its terms on December 31, 2024; and

WHEREAS, Parties desire to continue the Agreement an additional six months to June 30, 2025.

AGREEMENT

NOW, THEREFORE, in exchange for the mutual covenants contained below, Contractor and County agree as follows:

Section One: The Recitals listed above are incorporated herein by reference.

Section Two: The duration of the Agreement is extended to June 30, 2025, unless sooner terminated according to its terms.

Section Three: The Effective Date of this Amendment is January 1, 2025.

Section Four: Except as amended by this Amendment, all other terms of the Agreement remain in full force and effect.

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Section Five: This Amendment may be executed in one or more counterparts, including electronically transmitted counterparts, which when taken together shall constitute one in the same instrument. Facsimiles and electronic transmittals of the signed document shall be binding as though they were an original of such signed document

IN WITNESS WHEREOF, Contractor and County have executed this Amendment effective January 1, 2025.

CONTRACTOR

COUNTY

Parametrix, Inc.

Board of Commissioners

By: _____
Signature

Seth Crawford, County Commissioner

Print Name

Susan Hermreck, County Commissioner

Date _____

Brian Barney, County Commissioner

Date: _____