

# VENTURA COUNTY TRANSPORTATION COMMISSION



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

**FINAL Adopted            2018**  
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### Contact Information:

Martin Erickson, Public Transit Director  
Ventura County Transportation Commission  
950 County Square Drive, Suite 207  
Ventura, CA 93003  
Office: 805-642-1591  
Email: [merickson@goventura.org](mailto:merickson@goventura.org)

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VCTC Title VI Notice to the Public

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

### List of Locations Where Title VI Is Posted

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

Location Name	Address	City
VCTC Main Office / Customer Service Center	950 County Square Drive	Ventura
VCTC Intercity Schedules		
Valley Express Schedules		
Website	www.GoVentura.org	

Title VI notice and program information is also provided at [www.goventura.org/title-vi](http://www.goventura.org/title-vi)

If notice is published add dates and publications here

### Title VI Complaint Procedures

#### TITLE VI POLICY

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

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

#### HOW TO FILE A COMPLAINT

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

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

The "Title VI Complaint Form" is available online at [www.goventura.org](http://www.goventura.org) and should be used to detail the complaint, but is not mandatory. Complaint forms may also be obtained by calling 1- 800-438-1112. In addition to the Title VI complaint process at VCTC, a complainant may file a Title VI complaint

with the Federal Transit Administration, Office of Civil Rights, 1200 New Jersey Avenue, SE, Washington, D.C. 20590.

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

#### HOW COMPLAINTS ARE PROCESSED BY VCTC

All complaints alleging discrimination based on race, color or national origin in a transit service or benefit provided by VCTC and sub-recipients will be recorded by the VCTC Transit Director by updating the "List of Active Investigations, Lawsuits or Complaints." This list shall include the date the investigation, lawsuit, or complaint was filed; a summary of the allegation(s); the status of the investigation, lawsuit, or complaint; and actions taken by the recipient or subrecipient in response to the investigation, lawsuit, or complaint. The list shall be made available to FTA upon request and with every VCTC Title VI Program update.

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

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

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

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

VCTC will use its best efforts to respond to a Title VI complaint within sixty (60) working days of its receipt of such a complaint. Attachment A includes a sample letters acknowledging receipt of the complaint, substantiating the complaint, and unsubstantiating the complaint.

**VCTC Title VI Complaint Form**

**Title VI Complaint Form**

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

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

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

1. Complainant's Name \_\_\_\_\_

2. Address: \_\_\_\_\_

3. City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

4. Telephone Number (home): \_\_\_\_\_ (business): \_\_\_\_\_

5. Person discriminated against (if someone other than the complainant):  
Name \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

6. Which of the following best describes the reason you believe the discrimination took place? Was it because of your:

a. Race/Color:

b. National Origin:

7. What date did the alleged discrimination take place?  
\_\_\_\_\_



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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

If yes, check each box that applies:

Federal agency  Federal court  State agency

State court  Local agency

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

Name \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

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

\_\_\_\_\_

Complainant's Signature Date

**Transit-Related Title VI Investigations, Complaints, and Lawsuits**

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

**Public Participation Plan**

### Purposes of This Plan

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

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

### **Public Participation Process**

#### Approach to Public Participation

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

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

#### Outreach Requirements and Activities

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

#### **Minimum Outreach Requirements**

- Notice for public events may include posters, email blasts to agency level stakeholders, media releases to local papers, or radio announcements if funding allows.
- Any notices will be posted at least one week prior to the public event.

- Notices may be posted at the VCTC offices, on buses and at bus shelters as is appropriate, at key community centers and transfer locations.
- Information about public participation opportunities will also be posted on VCTC's website at least one week prior to the event.
- Comments will be accepted at public outreach events, by mail, by email and by phone to ensure that all populations have the opportunity to participate.

### **Outreach Methods to Engage Minority and Limited English Proficient Populations**

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

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

When the VCCTC considers fare changes, it takes a number of actions including:

- Issuing press releases to all media outlets, including those providing information in other than English
- advertising in Spanish as well as English publications
- surveying riders in both English and Spanish
- making staff available to community groups and schools

The Commission Transit staff works with the community groups who represent and coordinate the low income communities, including ASERT, CAUSE, One Step Una Vez, as well as more traditional organizations such as the County Housing Authority and the Area Agency on Aging.

As discussed in the Language Assistance Plan, approximately 39% of people five years or older in Ventura County speak a language at home other than English. Spanish is the most popular language spoken by those who do not speak English very well. Almost 31% of the population speaks Spanish, and about 13% speak Spanish at home and English less than very well. The Safe Harbor Provision of Title VI, covers languages spoken by over 5% of the population (about 40,000 people) or 1,000 individuals, whichever is less. There are three language groups that might be subject to the Safe Harbor Provision because they speak English less than very well. They are: Tagalog, spoken by 6,087 individuals (0.8% of the population), Chinese, spoken by 3,381 individuals (0.4%) and Vietnamese, spoken by 2,042 individuals (0.3%). The category for Chinese includes multiple separate dialects, so it is unlikely that any group of Chinese speakers falls under the Safe Harbor Provision threshold.

### **Summary of Outreach Efforts Made Since 2015**

#### Recurring Outreach Efforts

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

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

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

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

- VCTC Main Office/ Regional Transportation Information Center
- On the Valley Express buses
- On the Valley Express website
- Santa Paula City Hall
- Fillmore City Hall

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

#### Recent Project-Related Outreach

*VCTC Annual Unmet Transit Needs outreach meetings and public hearing in Camarillo, Heritage Valley, Moorpark, and Oxnard* – VCTC is required by state statute to conduct a formal hearing process that solicits information about transit needs. This allows VCTC to make a determination as to whether these

are unmet transit needs that can be reasonably met. The hearings are conducted in those parts of the county where California Transportation Act, Local Transportation Funds (LTF) are still allocated.

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

### **Summary of Outreach Efforts Made Since 2009**

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

**2010** - September - VCTC Public Comment: Proposed VISTA Fare Increase Evaluation

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

**2011** - September - Heritage Valley Transit Study Outreach

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

September - VCTC Public Comment: VISTA Coastal Express Transfer Fee Evaluation

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

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

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

May / August / September - Valley Express Pre-Startup Meetings

September - Short Range Transportation Plan Outreach and Community Meeting

October - VCTC Valley Express Rider and Community survey

October - VCTC Program of Projects public hearings

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

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

**2016** – September / October - VCTC Ventura County Coordinated Public Transit Services Transportation Plan, 2016 Revision (community meetings)

**2017** – September - VCTC Intercity Bus On-Board Title VI Survey

### **Language Assistance Plan**

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

The plan has been prepared in accordance with:

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

VCTC’s Title VI Program was prepared in May 2018 in accordance with FTA Circular 4702.1B, Title VI Requirements and Guidelines for Federal Transit Administration Recipients, October 1, 2012. VCTC Title VI Program Administrator is:

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

More information about VCTC Title VI Program is available at [www.goventura.org/title-vi](http://www.goventura.org/title-vi)

### **Overview of VCTC**

VCTC has evolved to administer and act as:

- **Regional Transportation Planning Agency (RTPA).** VCTC is responsible for multi-modal transportation planning, programming, and fund allocation, as required by the state statutes.

This includes the annual allocation of Transportation Development Act funds, as well as all federal and local funds for highway, transit, rail, bicycle and other transportation projects.

- **Congestion Management Agency (CMA).** The cities and county have designated VCTC as the CMA for Ventura County. In this capacity, VCTC is responsible for the development and implementation of the countywide Congestion Management System (CMS) required in all urban counties. In the past, the State of California and the federal government required the CMA to prepare a Congestion Management Program (CMP), which provides local agencies and private developers the procedures and tools necessary to manage and decrease traffic congestion in the County. Although this is no longer a state-level requirement, VCTC continues to update and monitor its CMP.
- **Consolidated Transportation Services Agency (CTSA).** VCTC is the state mandated facilitator charged with the development and implementation of regional coordination of transit and paratransit services and improvement of social service transportation to seniors, persons with disabilities, the young and the low-income disadvantaged.
- **Airport Land Use Commission (ALUC).** In this capacity, VCTC is responsible under state law to protect public health, safety, and welfare by ensuring that vacant lands in the vicinity of airports are planned and zoned for uses compatible with airport operations.
- **Ventura County Service Authority for Freeway Emergencies (SAFE).** As the SAFE, VCTC is responsible for the installation, operation, and administration of the system of roadside call boxes in Ventura County that is financed by a \$1.00 per year fee on all motor vehicles registered within the county.
- **County Transportation Commission (CTC).** As the CTC, VCTC leverages state and federal transportation dollars and provides assistance during project implementation. VCTC's responsibilities include preparing the State Transportation Improvement Program (STIP) for submittal to the State, participation in the AB1246 Committee, performing short-range capital and service planning, and preparing long-range expenditure plans for transportation programs in the county.
- **County Transportation Authority (CTA).** VCTC was designated the CTA per California Public Utilities Code 130050.1. In the role as the CTA, VCTC determines the preferred method and distribution of sales tax revenue for transportation improvements, when applicable.
- **VCTC Intercity Bus (formerly VISTA).** VCTC provides intercity bus service, with connections between the cities of Ventura County and neighboring Santa Barbara and Los Angeles Counties. With a fleet of 33 over-the-road coach buses, VCTC Intercity Bus operates 1.5 million revenue miles and carries 787,000 passengers annually<sup>1</sup>. The cities served include: Ventura, Oxnard, Simi Valley Thousand Oaks, Moorpark, Camarillo, Santa Paula and Fillmore.
- **Valley Express Transit Service.** As of March (2015)<sup>2</sup> VCTC manages and administers the Valley Express Transit Service.

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<sup>1</sup> Annual revenue miles and passengers reflect FY15/16 data

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

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

### **Language Assistance Goals**

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

### **Results of the Four Factor Analysis**

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

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

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

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

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

The American Community Survey provides information on the number of people who speak English "less than very well" also referred to as Limited English Proficient persons. **Table X** shows the languages spoken at home, by ability to speak English, for persons five years of age and older. According to the 2016 survey results, approximately 39% speak a language at home other than English. Spanish is the most popular language spoken by those who do not speak English very well. Almost 31% of the population speaks Spanish, and about 13% speak English less than very well. The Safe Harbor Provision of Title VI, covers languages spoken by over 5% or 1,000 individuals, whichever is less. There are three groups of people who do not speak English very well and might be subject to the Safe Harbor Provision. They are people who speak: Tagalog, 6,087 individuals (0.8% of the population), Chinese, 3,381 individuals (0.4%) and Vietnamese, 2,042 individuals (0.3%). The category for Chinese includes multiple separate dialects, so it is unlikely that any group Chinese speakers fall under the Safe Harbor Provision.



**TABLE X**

**S1601: LANGUAGE SPOKEN AT HOME  
2016 American Community Survey 1-Year Estimates**

	Ventura County, California					
	Total		Percent of specified language speakers			
			Speak English only or speak English "very well"		Speak English less than "very well"	
	Estimate	Percent	Estimate	Percent	Estimate	Percent
Population 5 years and over	797,875	(X)	672,711	84.3%	125,164	15.7%
Speak only English	486,210	60.9%	(X)	(X)	(X)	(X)
Speak a language other than English	311,665	39.1%	186,501	59.8%	125,164	40.2%
<b>SPEAK A LANGUAGE OTHER THAN ENGLISH</b>						
Spanish	245,273	30.7%	141,359	57.6%	103,914	42.4%
Other Indo-European languages	23,857	3.0%	19,937	83.6%	3,920	16.4%
Asian and Pacific Island languages	35,564	4.5%	22,133	62.2%	13,431	37.8%
Other languages	6,971	0.9%	3,072	44.1%	3,899	55.9%
<b>CITIZENS 18 YEARS AND OVER</b>						
All citizens 18 years old and over	555,009	(X)	507,167	91.4%	47,842	8.6%
Speak only English	389,493	70.2%	(X)	(X)	(X)	(X)
Speak a language other than English	165,516	29.8%	117,674	71.1%	47,842	28.9%
Spanish	123,158	22.2%	86,898	70.6%	36,260	29.4%
Other languages	42,358	7.6%	30,776	72.7%	11,582	27.3%

**B16001: LANGUAGE SPOKEN AT HOME BY ABILITY TO SPEAK ENGLISH FOR THE POPULATION 5 YEARS AND OVER - Universe: Population 5 years and over**

**2016 American Community Survey 1-Year Estimates**

	Ventura County, California	
	Estimate	Percent
Total:	797,875	

Speak only English	486,210	60.9%
Spanish:	245,273	30.7%
Speak English less than "very well"	103,914	13.0%
Tagalog (incl. Filipino):	15,408	1.9%
Speak English less than "very well"	6,087	0.8%
Chinese (incl. Mandarin, Cantonese):	7,859	1.0%
Speak English less than "very well"	3,381	0.4%
Hindi:	4,052	0.5%
Speak English less than "very well"	599	0.1%
Vietnamese:	3,753	0.5%
Speak English less than "very well"	2,042	0.3%
German:	2,716	0.3%
Speak English less than "very well"	147	0.0%
French (incl. Cajun):	2,386	0.3%
Speak English less than "very well"	183	0.0%
Tamil:	2,070	0.3%
Speak English less than "very well"	226	0.0%
Persian (incl. Farsi, Dari):	2,040	0.3%
Speak English less than "very well"	394	0.0%

The California Department of Education's survey (Attachment C) provides an additional source of data to identify possible LEP populations. While the State's school data has its shortcomings in that it misses households and individuals without school age children, double counts households with two or more children in the schools, and in some cases misses households where the school children are fluent in English, but other members of the household are not, it provides valuable information about minority and immigrant populations.

Looking at the county totals based on data from the California Department of Education's annual census of students, it appears that the most frequently spoken language other than English is Spanish. Data for school year 2016 – 2017 for the County of Ventura show a school population of 139,104. The number of Spanish speaking English Learners is 30,274 (21.8 percent of the total school population). The next largest groups of non-English speakers were Mixteco (which may not have an accepted written form), 952 (0.7%); Filipino, 299 (0.2%); Arabic, 210 (0.15%); and Vietnamese, 176 (0.13%).

Given the very low percentages of people who speak English less than "very well" other than Spanish language speakers, and the fact that that in the past 15 years, VCTC has reported no phone calls, office walk-ins, or written requests for languages other than English or Spanish, at this time there are no plans to expand the printed materials beyond those two languages. Furthermore, VCTC is looking into the feasibility of adding Google Translate or a similar service to its web site. Such a service would allow visitors to the web site to request translations of web pages and documents.

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

## services

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

Although Title VI regulations for LEP individuals cover only written materials, VCTC makes a considerable effort to provide assistance to Spanish speakers at meetings. A Spanish interpreter has been used for all of the VCTC Unmet Transit Hearing Board meetings and community transit “listening sessions”. VCTC will continue its practice of having a Spanish interpreter available if requested 3 days (72 hours) before any meeting. VCTC has also distributed all transit surveys in both Spanish and English.

The VCTC Regional Transit Information Center (RTIP) employs a bilingual staff to field phone calls related to transit within Ventura County. Calls are predominately in English, with calls in Spanish making up less than 20 percent of the total number. VCTC is looking into the feasibility and potential usefulness of having a contracted interpretation service available to RTIP staff.

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

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

Over the past decade VCTC has printed vital materials regarding the Commission or its programs, rideshare materials (including Vanpool and Guaranteed Ride Home), on-board surveys and Unmet Transit Needs information in both English and Spanish.

Future LEP outreach efforts will include continuing to identify key organizations or contacts in the community that serve LEPs.

The frequency with which LEP persons come in contact with VCTC transit programs, activities or services varies by individual circumstances. A very small proportion of the population uses regional or local transit services. According to the American Community Survey 2016 estimates, only about one percent of workers 16 years or older use public transportation. Transit is used by people who don't work as well, but even considering those people, the number of transit users is still relatively small.

**S0804: MEANS OF TRANSPORTATION TO WORK BY SELECTED CHARACTERISTICS FOR WORKPLACE GEOGRAPHY**

**2016 American Community Survey 1-Year Estimates**

	Ventura County, California						
	Total	Car, truck, or van - - drove alone		Car, truck, or van - - carpoled		Public transportation (excluding taxicab)	
	Estimate	Estimate	Percent	Estimate	Percent	Estimate	Percent
Workers 16 years and over	374,613	287,261	76.7%	48,330	12.9%	4,138	1.1%

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

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

In addition, VCTC will continue to offer interpretation at public meetings when possible. Providing interpretation services to allow LEP populations to participate by obtaining information about VCTC services has been a core activity at VCTC since its creation. VCTC has reached out to LEP populations through attendance at planning workshops sponsored by CAUSE and ASERT, which has helped to access LEP persons and bring them into the VCTC planning process.

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

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

VCTC’s Regional Transit Information Center (RTIC) has bi-lingual Spanish-speaking staff. This plus other RTIC costs related to translation services cost VCTC about \$50,000 per year.

**Implementation Plan**

Language Assistance Measures

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

### **General Measures or Practices**

- Review prior experiences with LEP populations to determine the types of language services that are needed.
- Robust use of "visualization" techniques, including maps, charts and photographs to illustrate trends, choices being debated, etc.
- Translate to Spanish as a matter of routine selected printed materials for the various traveler services provided by VCTC (VCTC Intercity transit services, Valley Express services, fare media and other farebox information, transit seat drops, freeway call box information, ADA certification materials and services, transit meeting notices, and regional Rideshare materials).
- Work to involve in VCTC's activities non-profit groups that advocate on behalf of persons with limited English proficiency.
- Identify areas within the service area with high concentrations of LEP individuals
- Include, as appropriate, limited-English speaking populations in random-digit telephone surveys and/or transit rider surveys.
- Translation of vital documents - including certain news releases, brochures, fact sheets, portions of the Heritage Valley transit plan, and Unmet Transit Needs notices.
- All translated documents will be posted onto the VCTC website; future plans could include installing the website translator gadget powered by Google Translate or similar gadgets on VCTC's homepage
- Ensure competency of translators; have interpreters available, if requested 3 days in advance (72 hours) at meetings. Contract with a language translation firm for on-call assistance translating documents.
- Provide multi-lingual staff at the VCTC Regional Transit Information Center.
- Encourage multi-lingual staff at the transit dispatch offices and transit operators (as of April, 2018:
  - Valley Express: 60% of the drivers and 80% of the dispatchers and are bilingual in English and Spanish
  - VCTC Intercity: 75% of the drivers are bilingual (80% speak Spanish, 10% speak Tagalog), and all of the dispatchers are bilingual in both Spanish and English

### **Local Community Media**

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

### **Outreach Techniques**

When staff prepares a document or schedules a meeting, for which the target audience is expected to

include LEP individuals, then documents, meeting notices, flyers, and agendas will be printed in an alternative language based on the known LEP population. Interpreters may be available as needed.

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

### **Monitoring and Updating of the LAP Plan**

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

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

### **Staff Training**

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

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

### **Dissemination of the VCTC LAP Plan**

A link to the VCTC LAP Plan and the Title VI Procedures is included on the VCTC website at [www.goventura.org/title-vi](http://www.goventura.org/title-vi)

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

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

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

### **Table Depicting the Membership of Non-Elected Committees and Councils**

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

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

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

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

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

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

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

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

The Director of Programming is responsible for all subrecipient monitoring. VCTC monitors its subrecipients by ensuring that each entity meets the criteria outlined in Chapter III of Title VI Circular 4702.1B. VCTC has collected and reviewed the subrecipients' Title VI Programs which were approved by the subrecipients' governing board. VCTC also reviewed the subrecipients' website and confirmed that their Title VI Notice, Title VI complaint process and Title VI complaint form are available to the public.

VCTC's subrecipients must submit a copy of their Title VI Program triennially prior to the due date of VCTC's Title VI Program submission to the FTA. VCTC staff monitors the submissions.

Each VCTC subrecipient Title VI Program includes the following:

1. A copy of the Title VI notice to the public that indicates the subrecipients' compliance with Title VI, and informs members of the public of the protections against discrimination afforded to them by Title VI.
2. A copy of the subrecipients' instructions to the public explaining how to file Title VI discrimination complaints, including a copy of the complaint form.
3. A list of any public transportation-related Title VI investigations, complaints, or lawsuits filed with the subrecipient. The list only contains investigations, complaints, or lawsuits that pertain to allegations of discrimination on the basis of race, color, or national origin.

#### **Title VI Equity Analysis – Facility**

An equity analysis was not required when VCTC leased its current office twenty-five years ago. In addition, since 2015, no operational or maintenance facilities have been constructed.



**Commission Approval of Resolution # 2015-09**

RESOLUTION # 2015-09

**A RESOLUTION APPROVING A TITLE VI PLAN FOR THE VENTURA COUNTY  
TRANSPORTATION COMMISSION**

WHEREAS, the Ventura County Transportation Commission (VCTC) is a recipient of Federal revenues and is required to meet Federal Regulatory requirements for Title VI of the Civil Rights act of 1964, established by CFR part 21.7; and

WHEREAS, the VCTC has or will provide all annual certifications and assurances to the Federal Transit Administration (FTA) required for the Title VI program, and

WHEREAS, the VCTC assures that no person or group of persons will, on the basis of race, color, national origin or limited English proficiency be subjected to discrimination in the level and quality of transportation services, programs, or activities provided by the VCTC, whether Federally funded or not; and

WHEREAS, the VCTC assures that all residents and visitors are afforded meaningful access to the VCTC's programs, activities and services; and

WHEREAS, the VCTC has updated the VCTC's Title VI program plan to meet current FTA guidelines;

NOW THEREFORE BE IT RESOLVED by the Ventura County Transportation Commission approves and adopts the updated Title VI Plan.

PASSED AND ADOPTED by the Ventura County Transportation Commission this 11th day of September, 2015.

  
\_\_\_\_\_  
Peter Foy, Chair

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Steve Mattas, General Counsel

ATTEST:

  
\_\_\_\_\_  
Donna Cole, Clerk of the Board

## **Additional Information for Fixed Route Transit Providers**

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

### System-Wide Service Standards

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

Below are the current standards and policies:

### **Vehicle load for each mode**

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

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

*Valley Express: Vehicle load shall not exceed 1:1 for Valley Express fixed-route vehicles.*

### **Vehicle headway for each mode**

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

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

*VCTC Intercity: Scheduled VCTC Intercity headways range from less than 30 minutes during peak hours to over 2 hours for the longer limited runs such as to Warner Center in LA County. Because service to*

*both LA and Santa Barbara counties is limited, the minimum headways standard shall apply only to VCTC Intercity “intra-county” routes operating within Ventura County. The variation in headways between VCTC Intercity routes and time of day is largely based on the travel patterns and needs of commuters in the county matched with available funding to operate the service.*

*For “intra-county” routes, peak period headways will be 60 minutes, Monday through Fridays. Where offered, peak period weekend headways will be 60 minutes. Off peak service headways will be 90 minutes.*

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

### **On-time performance for each mode**

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

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

### **Service availability for each mode**

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

*Valley Express: operates in the communities of Fillmore and Santa Paula, provides both a fixed route service and a general public Dial-a-Ride service. In addition, the Valley Express provides complementary ADA paratransit service within the Valley Express service area.*

### **Service Policies – Transit Amenities**

The VCTC Intercity bus system is a regional system and relies on facilities provided by local transit agencies, cities, the County and others for intercity stop locations. VCTC selects intercity stop locations to ensure equal access to these amenities by the public as appropriate.

VCTC Intercity bus has not installed bus stops or shelters at stop locations, and has no plans to do so in

the future. All bus stop amenities and bus shelter locations are determined by the jurisdictions which own and control the sites. Most VCTC Intercity Transit bus stops are at locations which are shared with the local transit provider. VCTC makes every effort, working with the local agencies in which bus stops are located, to place a sign and guide ride at every stop.

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

The real-time bus locating technology is available throughout the County. No other significant transit amenities have been added since the last report.

#### Service Policies – Vehicle Assignment

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

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

**Sample Letter Acknowledging Receipt of Complaint**

Today's Date

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

Dear Ms. Doe:

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

An investigation will begin shortly. If you have additional information you wish to convey or questions concerning this matter, please feel free to contact this office.

Sincerely,

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

**Sample Letter Notifying Complainant that the Complaint Is Substantiated**

Today's Date

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

Dear Ms. Doe:

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

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

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

Sincerely,

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

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**Sample Letter Notifying Complainant that the Complaint Is Not Substantiated**

Today's Date

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

Dear Ms. Doe:

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

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

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

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

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

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

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

Sincerely,

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

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**S0501: SELECTED CHARACTERISTICS OF THE NATIVE AND FOREIGN-BORN POPULATIONS**  
**2016 American Community Survey 1-Year Estimates**

	Ventura County, California		
	Total	Native	Foreign born
	Estimate	Estimate	Estimate
Total population	849,738	658,576	191,162
<b>SEX AND AGE</b>			
Male	49.4%	49.7%	48.5%
Female	50.6%	50.3%	51.5%
Under 5 years	6.1%	7.8%	0.3%
5 to 17 years	17.5%	21.4%	4.0%
18 to 24 years	9.6%	10.7%	6.0%
25 to 44 years	25.6%	22.8%	35.2%
45 to 54 years	13.7%	11.3%	22.0%
55 to 64 years	12.9%	11.9%	16.4%
65 to 74 years	8.5%	8.2%	9.3%
75 to 84 years	4.1%	4.0%	4.6%
85 years and over	2.0%	2.0%	2.1%
Median age (years)	37.7	32.7	47.1
<b>RACE AND HISPANIC OR LATINO ORIGIN</b>			
One race	95.3%	94.4%	98.4%
White	80.2%	83.7%	68.0%
Black or African American	1.8%	2.2%	0.2%
American Indian and Alaska Native	0.7%	0.7%	0.6%
Asian	7.2%	3.3%	20.5%
Native Hawaiian and Other Pacific Islander	0.2%	0.2%	0.2%
Some other race	5.4%	4.3%	9.0%
Two or more races	4.7%	5.6%	1.6%
Hispanic or Latino origin (of any race)	42.5%	35.5%	66.9%
White alone, not Hispanic or Latino	45.7%	55.5%	11.7%
Average family size	3.60	3.29	4.30
<b>SCHOOL ENROLLMENT</b>			

Population 3 years and over enrolled in school	229,106	211,815	17,291
Nursery school, preschool	6.0%	6.4%	1.5%
Elementary school (grades K-8)	44.3%	46.2%	21.4%
High school (grades 9-12)	22.1%	21.7%	26.2%
College or graduate school	27.6%	25.7%	50.9%
<b>EDUCATIONAL ATTAINMENT</b>			
Population 25 years and over	567,552	396,111	171,441
Less than high school graduate	15.9%	5.5%	40.0%
High school graduate (includes equivalency)	18.5%	18.9%	17.6%
Some college or associate's degree	32.0%	37.6%	19.0%
Bachelor's degree	20.4%	23.1%	14.0%
Graduate or professional degree	13.2%	14.8%	9.4%
<b>LANGUAGE SPOKEN AT HOME AND ABILITY TO SPEAK ENGLISH</b>			
Population 5 years and over	797,875	607,235	190,640
English only	60.9%	77.0%	9.7%
Language other than English	39.1%	23.0%	90.3%
Speak English less than "very well"	15.7%	2.9%	56.4%
<b>EMPLOYMENT STATUS</b>			
Population 16 years and over	673,962	488,140	185,822
Civilian employed population 16 years and over	417,865	300,524	117,341
Median earnings (dollars) for full-time, year-round workers:			
Male	59,826	66,556	40,114
Female	46,271	50,103	35,862
Median Household income (dollars)	80,135	87,004	63,771
Average number of workers per household	1.51	1.37	1.91
Occupied housing units	268,091	198,284	69,807
Average household size of owner-occupied unit	3.08	2.80	3.99
Average household size of renter-occupied unit	3.20	2.73	4.25
<b>VEHICLES AVAILABLE</b>			
None	4.4%	4.3%	4.9%
1 or more	95.6%	95.7%	95.1%
<b>SELECTED CHARACTERISTICS</b>			

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Limited English Speaking Households	6.5%	0.5%	23.5%
Owner-occupied housing units	166,511	128,277	38,234
Renter-occupied housing units	101,580	70,007	31,573

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

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

California Department  
of Education  
Educational  
Demographics Office  
Prepared: 11/15/2017  
2:44:59 PM

State Name: California Year:

State Enrollment:  
6,228,235

County Code: 56 District:

County Name: Ventura  
County

County Enrollment:  
139,104

District Number:  
5610561

District Name: Ventura  
County Office Of  
Education District

District Enrollment:  
 3,182

Ventura County Office Of Education District  
 Language Group Data - Districtwide  
 for 2016 - 17

Language	Total Enrollment	Number of English Learners (EL)	Number of Fluent English Proficient (FEP) Students	Total Number of EL and FEP Students	Percent of Total Enrollment that is EL and FEP
Spanish		302	418	720	22.63% *
Mixteco		5	4	9	0.28%
Other non-English languages		6	1	7	0.22%
Portuguese		5	1	6	0.19%
Russian		1	5	6	0.19%
Arabic		1	5	6	0.19%
Filipino (Pilipino or Tagalog)		3	3	6	0.19%
Hungarian		3	3	6	0.19%
Hindi		2	3	5	0.16%
Mandarin (Putonghua)		4	1	5	0.16%
Korean		4		4	0.13%
Thai			3	3	0.09%
Vietnamese			2	2	0.06%
Punjabi		2		2	0.06%
Pashto		2		2	0.06%
Japanese		1	1	2	0.06%
Dutch			2	2	0.06%
Farsi (Persian)		1	1	2	0.06%
French			1	1	0.03%
Armenian		1		1	0.03%
Cantonese		1		1	0.03%
Khmer (Cambodian)		1		1	0.03%

Ventura County Transportation Commission  
 Title VI Program  
 Attachment C

Ilocano			1	1	0.03%
Gujarati		1		1	0.03%
Hebrew			1	1	0.03%
Polish		1		1	0.03%
Tamil		1		1	0.03%
Turkish					0.00%
Urdu					0.00%
Lao					0.00%
					0.00%
Italian					0.00%
Chaozhou (Chiuchow)					0.00%
Bengali					0.00%
German					0.00%
<b>Ventura County Office Of Education District Total</b>	<b>3,182</b>	<b>348</b>	<b>456</b>	<b>804</b>	<b>25.27%</b>
<b>Ventura County Total</b>	<b>139,104</b>	<b>33,195</b>	<b>24,791</b>	<b>57,986</b>	<b>41.69%</b>
<b>California State Total</b>	<b>6,228,235</b>	<b>1,332,405</b>	<b>1,323,837</b>	<b>2,656,242</b>	<b>42.65%</b>

**B16001: LANGUAGE SPOKEN AT HOME BY ABILITY TO SPEAK ENGLISH FOR THE  
POPULATION 5 YEARS AND OVER - Universe: Population 5 years and over  
2016 American Community Survey 1-Year Estimates**

	Ventura County, California	
	Estimate	Percent
Total:	797,875	
Speak only English	486,210	60.9%
Spanish:	245,273	30.7%
Speak English less than "very well"	103,914	13.0%
Tagalog (incl. Filipino):	15,408	1.9%
Speak English less than "very well"	6,087	0.8%
Chinese (incl. Mandarin, Cantonese):	7,859	1.0%
Speak English less than "very well"	3,381	0.4%
Hindi:	4,052	0.5%
Speak English less than "very well"	599	0.1%
Vietnamese:	3,753	0.5%
Speak English less than "very well"	2,042	0.3%
German:	2,716	0.3%
Speak English less than "very well"	147	0.0%
French (incl. Cajun):	2,386	0.3%
Speak English less than "very well"	183	0.0%
Tamil:	2,070	0.3%
Speak English less than "very well"	226	0.0%
Persian (incl. Farsi, Dari):	2,040	0.3%
Speak English less than "very well"	394	0.0%
Haitian:	0	0.0%
Speak English less than "very well"	0	0.0%
Italian:	582	0.1%
Speak English less than "very well"	184	0.0%
Portuguese:	717	0.1%
Speak English less than "very well"	183	0.0%
Yiddish, Pennsylvania Dutch or other West Germanic languages:	471	0.1%
Speak English less than "very well"	40	0.0%
Greek:	178	0.0%
Speak English less than "very well"	64	0.0%
Russian:	1,715	0.2%
Speak English less than "very well"	322	0.0%
Polish:	256	0.0%



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Speak English less than "very well"	30	0.0%
Serbo-Croatian:	895	0.1%
Speak English less than "very well"	150	0.0%
Ukrainian or other Slavic languages:	155	0.0%
Speak English less than "very well"	0	0.0%
Armenian:	1,809	0.2%
Speak English less than "very well"	902	0.1%
Gujarati:	888	0.1%
Speak English less than "very well"	108	0.0%
Urdu:	981	0.1%
Speak English less than "very well"	150	0.0%
Punjabi:	579	0.1%
Speak English less than "very well"	0	0.0%
Bengali:	1,068	0.1%
Speak English less than "very well"	275	0.0%
Nepali, Marathi, or other Indic languages:	986	0.1%
Speak English less than "very well"	103	0.0%
Other Indo-European languages:	1,383	0.2%
Speak English less than "very well"	86	0.0%
Telugu:	801	0.1%
Speak English less than "very well"	196	0.0%
Malayalam, Kannada, or other Dravidian languages:	503	0.1%
Speak English less than "very well"	0	0.0%
Japanese:	1,841	0.2%
Speak English less than "very well"	456	0.1%
Korean:	1,184	0.1%
Speak English less than "very well"	424	0.1%
Hmong:	41	0.0%
Speak English less than "very well"	0	0.0%
Khmer:	562	0.1%
Speak English less than "very well"	87	0.0%
Thai, Lao, or other Tai-Kadai languages:	540	0.1%
Speak English less than "very well"	173	0.0%
Other languages of Asia:	350	0.0%
Speak English less than "very well"	243	0.0%
Ilocano, Samoan, Hawaiian, or other Austronesian languages:	652	0.1%
Speak English less than "very well"	116	0.0%

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Arabic:	1,340	0.2%
Speak English less than "very well"	571	0.1%
Hebrew:	1,423	0.2%
Speak English less than "very well"	426	0.1%
Amharic, Somali, or other Afro-Asiatic languages:	182	0.0%
Speak English less than "very well"	0	0.0%
Yoruba, Twi, Igbo, or other languages of Western Africa:	151	0.0%
Speak English less than "very well"	0	0.0%
Swahili or other languages of Central, Eastern, and Southern Africa:	0	0.0%
Speak English less than "very well"	0	0.0%
Navajo:	173	0.0%
Speak English less than "very well"	0	0.0%
Other Native languages of North America:	0	0.0%
Speak English less than "very well"	0	0.0%
Other and unspecified languages:	3,702	0.5%
Speak English less than "very well"	2,902	0.4%