



Metropolitan Government
of Nashville and Davidson County

Title VI

Compliance Implementation Report

Megan Barry, Mayor

2016

Department of Human Resources

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**Detailed EEO reports for General Government are available upon request.

INTRODUCTION

Title VI is a federal law which requires the non-discriminatory delivery of services which are supported by federal financial assistance. It prohibits discrimination on the basis of race, color, or national origin. Other civil rights laws prohibit discrimination on the basis of gender, age, and disability.

THE OFFICE OF THE MAYOR

Megan Barry is the seventh mayor of Metropolitan Nashville and Davidson County following an historic election in which she became the first woman and first member of the Metro Council to be elected Mayor. Mayor Barry's focus as mayor is on improving the educational outcomes at our public schools, engaging regional and state partners to develop a unified vision and plan for transportation, creating more affordable housing options for residents of all backgrounds, and continuing to grow our economy while ensuring all parts of Davidson County share in the prosperity.

Executive Office

The Executive Office is led by the Mayor's Chief Operating Officer who coordinates Metro departments and agencies, and the Chief of Staff, who coordinates the Mayor's staff and policy. The Executive Office is comprised of functions that serve and support the entire Mayor's staff: education, event support, external communication, innovation, legislative relationships, scheduling, and youth. Metro's Chief Diversity Officer is also part of the executive team as are security and administrative mayoral direct support staff.

Office of Neighborhoods and Community Engagement

The mission of the Mayor's Office of Neighborhoods & Community Engagement (ONCE) is to improve the quality of life in Nashville's neighborhoods through a more informed, active and involved citizenry and enhanced governmental response to community needs. The main function of ONCE is to provide constituent services through the Mayor's office, administer neighborhood and community group support, increase community inclusion and to support special initiatives led by Mayor Barry. Within the Mayor's Office of Neighborhoods and Community Engagement, the Mayor's Office of New Americans (MONA) works to engage the immigrant and refugee communities and empower them to participate in our government and our community.

Office of Economic and Community Development

The Mayor's Office of Economic and Community Development (ECD) assists Mayor Barry in recruiting new businesses to the City, helping existing businesses expand and working to ensure that the environment in Nashville is conducive to long-term economic growth. The Economic and Community Development team is committed to supporting businesses of all sizes and types, from new entrepreneurial ventures to relocation of global businesses. ECD works closely with the Nashville Area Chamber of Commerce, the Tennessee Department of Economic and Community Development and other partners to make Nashville a compelling place to work, live, and invest.

Office of Economic Opportunity and Empowerment

The Mayor's Office of Economic Opportunity and Empowerment (OEOE) seeks to ensure that Nashville's growth results in an increased quality of life for all Nashvillians through innovation and collaboration across Nashville's economic opportunity efforts. OEOE routinely engages community partners, efficiently leverages resources, and facilitates long-term planning and coordination to reduce poverty in Nashville. With an emphasis on social, racial, and economic equity, OEOE currently focuses on the following economic opportunity priority areas: affordable housing, workforce development, financial empowerment, and homelessness. As Nashville continues to experience economic growth, Mayor Barry believes it is critical that the benefits of the City's economic success reach all of our residents.

Office of Infrastructure

Mayor Barry's Infrastructure Team provides leadership, accountability, and stakeholder engagement around Nashville's push to create an efficient, equitable transportation network, as well as efforts to incorporate sustainability throughout all operations of Metro Government and the city at-large. The team works closely with the community in the development, coordination, and administration of transportation and growth policies for Nashville, including adherence to and implementation of: NashvilleNext, the countywide General Plan; nMotion, Metro Transit Authority (MTA)/Regional Transit Authority (RTA)'s strategic master plan; and Middle Tennessee Connected, the Metropolitan Planning Organization's (MPO) regional transportation plan that builds on NashvilleNext and nMotion. The team also works closely with citizens, the business community, and Metro departments –including Public Works, Planning, Parks, Metro Nashville Public Schools, Metro Development and Housing Authority, MTA– to update and implement Nashville's policies and plans around sidewalks, bikeways, parks, greenways, and other aspects of the built environment that affect livability, human and environmental health.

THE METROPOLITAN COUNCIL

The Metropolitan Council is the legislative body of Nashville and Davidson County. Members are elected to serve a term of four years. There is one Vice-Mayor, five council members-at-large, and thirty-five district council representatives. Specific information on the Metropolitan Council can be found in Article 3 of the Metropolitan Charter.

The Metropolitan Council meets regularly on the first and third Tuesdays of each month at 6:30 p.m. Meetings are open to the public and are held in the Historic Courthouse at One Public Square, Suite 204.

Meetings on the first Tuesday of odd-numbered months are reserved for public hearings on bills on zoning matters. The Vice-Mayor presides over these meetings. Agendas of the Council meetings and minutes of prior meetings are prepared by the Metropolitan Clerk's Office. Appendix C provides a listing of Metropolitan Council members for the 2011-2015 term.

THE DEPARTMENTS OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY AND FUNCTIONS

Metro delivers services and performs operations through the activities and functions of its departments, boards, commissions, and other elected offices. The following provides detail with regard to Metro's Executive Departments, semi-autonomous agencies, boards and commissions, and other elected officials which comprise the Metropolitan Government of Nashville and Davidson County. See Appendix D for an organizational chart of the structure of the Operating Departments.

Codes Administration

The Codes Department provides direction and coordination of departmental policy and support for the operating programs. This includes the licensing of Electrical, Plumbing, and Mechanical/Gas contractors, and serving as secretary to six administrative boards.

Criminal Justice Planning Unit

The goal of the Criminal Justice Planning Unit is to assist policy makers in better planning for the expected population of correctional facilities, intermediate sanctions, and other criminal justice services and programs. The CJPU's main focus is to forecast inmate populations under correctional supervision by the use of computer modeling. The CJPU currently presents a semiannual report which predicts and assesses the ten-year

correctional inmate population for Davidson County. Starting with the 2004 semiannual report, the CJPU will provide five-year correctional population projections. Additionally, the unit is available to provide accurate data and credible analysis to policy makers when making decisions for the Davidson County Justice System.

Emergency Communications

The Operations Division of the Emergency Communications Center consists of the dispatchers who are the voice on the other end of the phone calls made to 9-1-1, 862-8600, and a number of other public safety emergency numbers within Metro. They are also the voice on the other end of the radio for Metro's Police and Fire field personnel. MNP and NFD field personnel receive calls for service from ECC telecommunicators, who provides the informational support work needed to complete those calls.

The mission of the Emergency Communications Center is to enhance the quality of life for all citizens in our community by processing all 9-1-1 calls and by the dispatching of appropriate emergency responders in an expeditious, courteous, and professional manner; thereby saving lives, protecting property, curbing crime, and preventing major fire losses.

Finance

The Finance Department is charged with administering the financial affairs of the Metropolitan Government in accordance with applicable provisions of the Charter, applicable ordinances, and principles and practices of sound municipal fiscal administration.

The mission of the Department of Finance is to provide financial management, information, and business products to policy makers, departments, agencies, investors, and the Nashville community so they can have confidence in Metro Government, make informed decisions, and achieve their results.

Fire

The Fire Department is charged with providing class 6 to 9 level of fire protection services and a strong first responder emergency medical service to all residents of the General Services District outside the Urban Services District; to provide class 3 level of fire coverage and first responder emergency medical service to residents of the USD through the following programs: suppression, rescue, communications, training, safety, maintenance and repair, and prevention and required administrative activities; and to provide the highest possible level and quality of

emergency medical care and rescue services to the residents of Metropolitan Nashville/Davidson County.

General Services

The General Services Department serves all of the other departments in Metro Nashville Davidson County Government through a system of support services including building maintenance and operation, radio communications, motor pool services, security services, postal services, photographic services and printing services.

The mission of the General Services Department is to provide radio communications, facilities maintenance and operations, photographic, postal, printing, and security products to Metropolitan Government Departments so they can provide the highest level of service to their customers and citizens.

Human Resources

The Department of Human Resources provides information and support in the areas of hiring, training, compensation, benefits, and compliance with all local, state and Federal laws, rules and regulations for active and retired Metropolitan Government employees. Our goal is to provide opportunities that promote the professional development of employees in a diverse municipal workforce.

The mission of the Human Resources Department is to provide human resources business and benefits products to employees and agencies so they can provide quality government services and to retirees so they can receive the benefits to which they are entitled. Both the Metropolitan Employees Benefit Board and the Civil Service Commission are housed in the Department of Human Resources.

Information Technology Services

The mission of the Information Technology Services Department is to provide information, communication and business solutions to the departments and agencies of the Metropolitan Government so that they can achieve their business objectives and exceed the expectations of the citizens we all serve.

Law

The Legal Department provides complete legal advice and representation to all levels of the administrative, legislative and operational divisions of The Metropolitan Government of Nashville and Davidson County. The Department provides legal counsel to all Metro departments, agencies, and

commissions; handles all litigation involving the Metropolitan Government; provides legal counsel to the Mayor, Council, and other Metropolitan officials; acts as a liaison with other governmental agencies on legal issues; administers insurance and safety program to identify, analyze, evaluate and make recommendations for treatment of loss risks; and provides loss prevention services.

Police

The Police Department is charged with enforcing the law and to protect the general public in accordance with the provisions of the Metropolitan Charter and ordinances.

The mission of the Police Department is to provide community based police services through crime prevention strategies and partnerships, to ensure a safe and peaceful Nashville. In carrying out its mission, the members of the Police Department will continue to value:

- organizational excellence and professionalism
- the impartial enforcement of the law
- the people we serve and each other
- problem-solving partnerships
- open communication
- ethics and integrity

Public Works

The mission of the Department of Public Works is to deliver a wide range of services that help define the quality of life for Nashville and Davidson County's residents, businesses and visitors by ensuring a safe and convenient complete streets transportation infrastructure; protecting the environment; and creating cleaner, beautiful, and more livable neighborhoods.

Soil and Water Conservation

The Davidson County Soil Conservation District Board is responsible for providing technical assistance on natural resource concerns to individuals and agencies of the government, and for offering educational activities in the area of soil and water conservation for schools. The district cooperates with other governmental agencies in activities relating to soil and water conservation. The district assists land users with the development and revision of soil and water conservation plans to meet the provisions of the 1995 Farm Bill and the 1990 Food Agricultural Conservation and Trade Act. The farm bill requires individuals receiving United States Department of Agriculture (USDA) benefits to follow an approved conservation plan on their farmland.

The mission of the Soil and Water Conservation Department is to study, plan, and provide technical and educational assistance on soil, water and environment related problems to individuals, groups, and units of government in Davidson County.

Water Services

Water Services works to provide quality water services at an economical price, including construction, operation and maintenance of all water and sanitary sewerage facilities of the Metropolitan Government and for the collection of all charges for the services of such utilities.

SEMI-AUTONOMOUS AGENCIES, BOARDS, AND COMMISSIONS

Metro delivers services and performs operations through the activities and functions of its agencies, boards, commissions, and other elected offices. The following provides detail with regard to Metro's Semi-autonomous agencies, boards, and commissions. Only those entities supported by the Metro Budget are listed below.

Agricultural Extension

The Smith-Lever Act of 1914 established the Agricultural Extension Service (AES). It is the off-campus educational unit of two land grant universities (The University of Tennessee and Tennessee State University).

Agricultural Extension Service provides informal educational programs in agriculture, horticulture, family and consumer sciences, and supports and organizes 4-H programs.

The mission of the Agricultural Extension Service is to help people improve their lives through education, using research-based information focused on issues and needs.

Arts Commission

Administrative staff serves as the liaison with the Commission, the Office of the Mayor, and Metro Council. The staff is responsible for budget preparation; seeking outside funding from regional, state, and national sources; overseeing public information programs; planning and managing the department's finances; coordinating Commission and committee work; and engaging in cultural planning and research pertaining to public policy issues.

The mission of the Metropolitan Nashville Arts Commission is to provide leadership that stimulates and advances the arts to enrich the human

experience for the community. In order to create a vibrant, vigorous, healthy community where all the arts flourish and grow, the Arts Commission's goals are to promote organizational stability and growth, foster excellence, generate awareness, increase accessibility, respond to diverse community needs, and facilitate cooperation and partnerships.

Auditorium Commission

The Nashville Municipal Auditorium is a public-service oriented entertainment facility that seeks to attract a broad spectrum of events for the Nashville community and the Middle Tennessee area.

Beer Permit Board

The Beer Board regulates the transportation, storage, sale, distribution, and possession of alcoholic beverages that have less than five percent alcohol by weight. The board is additionally responsible for the issuance of permits to operate dance halls. The board consists of seven members appointed by the Mayor and approved by the Metropolitan Council. Members serve a four year term. Six board staff members are responsible for issuing permits and monitoring and inspecting permitted establishments for compliance with the beer and public dance laws. The board and staff work in conjunction with the Police, Health, Zoning, and Fire Marshall's offices.

Convention Center Authority

The mission of the Music City Center is to create significant economic benefits for the citizens of the greater Nashville region by attracting local and national events while focusing on community inclusion, sustainability and exceptional customer service delivered by our talented team members.

Election Commission

The Election Commission was created to maintain voter registration files and conduct all elections for Davidson County (Federal, State, and Metro) and the six incorporated satellite cities within Davidson County. The Commission is governed by five commissioners appointed by the State Election Commission for two year terms. The commissioners are charged with ensuring compliance with state election laws and operating within Metro's purchasing and budgetary laws.

Farmer's Market Board

Through a collaboration of government and local owner-operators, the Farmer's Market provides a diverse collection of the freshest, highest-quality foods available; service to customers that is second to none, and products that provide a good value for the dollar in an atmosphere that provides a unique shopping experience with an emphasis on Tennessee.

Historical Commission

The Historical Commission seeks to preserve, protect, and document the history, historic places, buildings, and neighborhoods of Davidson County through education, technical assistance, and advocacy. The Historic Zoning Program provides technical/design assistance to property owners within historic zoning areas and works with neighborhoods seeking stabilization and revitalization. They are also responsible for issuing preservation permits and regulatory historic zoning properties.

Human Relations

The mission of the Human Relations Commission is to protect and promote the personal dignity of all people by protecting and promoting their safety, health, security, peace, and general welfare. Human Relations Commissioners are appointed by the Mayor and confirmed by the Metro Council to represent the conscience of the Nashville and Davidson County community. Commissioners are responsible for the oversight, resolution, and addressing of community concern issues and complaints of discrimination (real and perceived).

The Executive Director manages the day-to-day operations of the Human Relations Commission. The Director is responsible for all fiscal, administrative, and program areas of the Commission.

Justice Integration Systems Policy Committee

The mission of the Justice Integration Services Department is to provide comprehensive, integrated justice information management products to Metro Justice and Public Safety agencies, Metro departments, other jurisdictions and the general public so they can benefit from shared justice information and make informed decisions and recommendations that impact the safety and well-being of their communities.

Library Board

The Library Board seeks to collect and make accessible to the public, printed, electronic, audiovisual, non-print, and broadcast information materials to facilitate the informal self-education of all persons, including the disabled; to enrich and further develop the knowledge of persons undertaking formal education; to encourage recreational reading and constructive use of leisure time; to support the cause of literacy; and to meet the day-to-day informational needs of all persons in the community.

Twenty branch libraries throughout Davidson County provide a full range of library service in local or regional settings. Functions include reference

service, children's service, reader's advisory assistance and public programming. Each branch maintains a book collection offering a full range of nonfiction, popular reading, and study materials for all ages. Many provide books-on-tape as well as popular videos. Most branches also furnish copy machines, tax forms, and limited access to the Volunteer Income Tax Assistance Program (VITA) during tax season, Free Application for Federal Student Aid (FAFSA) forms, and magnet school applications. Online catalog terminals and public PCs, available at every location, provide access to the system wide collection and the Internet.

Metro Action Commission

The mission of the Metropolitan Action Commission (MAC) is to administer Head Start, Community Services Block Grant (CSBG), Low Income Home Energy Assistance Program (LIHEAP), USDA Summer Food and other social service programs for Metropolitan Government.

Nashville Career Advancement Center

The mission of the Nashville Career Advancement Center (NCAC) is to provide job readiness, career resource and employment connection products to individuals, employers and organizations so they can make a broader contribution to the economic well-being of the community.

Parks and Recreation

Parks and Recreation works to provide and maintain sufficient acreage, facilities, and programming to effectively offer the most diversified recreational services possible, ensuring that all citizens, regardless of income level, have equal opportunity and choice of participation. In addition, Parks maintains and increases the usability of the region's physical structures for the enjoyment of the citizens of Davidson County and their guests.

Planning Commission

The Planning Commission acts as the official planning agency for the Metropolitan Government and assumes the responsibilities granted to municipal, regional, or metropolitan planning agencies by state law including general planning, zoning, and subdivision regulations.

The mission of the Planning Department is to promote livability and quality growth in Metropolitan Nashville-Davidson County that enhances the built environment, conserves the natural environment, and preserves cultural and historical resources. With this purpose, the Planning Department will:

- Ensure meaningful citizen participation,

- Promote responsible growth and development,
- Encourage development that accommodates a variety of lifestyles, housing, transportation alternatives, and employment opportunities,
- Promote regional cooperation in planning throughout Middle Tennessee, and
- Serve as an accessible resource for information and technical assistance for residents, neighborhoods, and the business community.

Public Health Board

The Public Health Board is responsible for protecting and promoting the health of the residents of the county and the thousands of others who work, shop, and play in the city everyday. The department's employees are committed to providing high quality services.

Social Services

The Metropolitan Social Services Department's primary purpose is to respond to persons in need of assistance, opportunities and information when challenged by economic, social or behavioral problems.

In delivering these services, Metropolitan Social Services will respect the dignity of people in need and support their unique ability to grow, change and succeed through personal choices.

Metropolitan Social Services staff works in conjunction with other agencies to develop professional, comprehensive and effective responses to individual and community challenges and to build understanding and support by the public.

Metropolitan Social Services will provide research and analysis of social problems within the county to other branches and departments of Metropolitan Government as needed.

OTHER ELECTED OFFICIALS

Assessor of Property

The mission of the Assessor of Property is to appraise real property at its market value, and business tangible personal property under schedules provided by law; to classify property correctly under the law; to apply property assessment in accordance with each parcel's proper classification; to maintain accurate public records; to reappraise every real parcel at least

every four years and to reappraise all business tangible personal property annually; to provide property owners easy access to appeal rights; to generate annually an assessment roll for the purpose of property taxation by the Metropolitan Council.

Board of Education

The purpose of the Metro Board of Education is to do whatever it takes for all students to acquire the knowledge and skills to become productive, responsible citizens. The vision is to be the top-performing school district in the nation.

Circuit Court Clerk

The Circuit Court Clerk's mission is to serve the eight Circuit Courts, the Civil Division of the General Sessions Court, the Metropolitan Traffic Courts, and the public as a record keeping office; to file and maintain all records associated with Civil Court cases; to collect, disburse and report on funds according to state statutes and court orders.

County Clerk

The County Clerk serves to collect certain state privilege license fees as well as other state and local revenues, fees, commissions, and taxes as provided by law.

Criminal Court Clerk

The Criminal Court Clerk's mission is to serve the courts having criminal jurisdiction, to be responsible for all records generated from arrest through disposal of charges on state warrants or indictments, and as an elective office, to serve the legal, financial, and public communities by rendering service in an efficient manner.

District Attorney General

By authority granted in TCA § 8-7-10, the District Attorney General serves to investigate and prosecute all criminal offenses that occur within Davidson County where there is sufficient evidence to warrant conviction. All prosecutions are designed to punish offenders, incapacitate violent and repeat criminals, and generally to deter future criminal activity. Additionally, the office is committed to treating victims and witnesses with dignity.

General Sessions Court Judges

Metropolitan General Sessions Court is committed to excellence in administering justice and is a contributing partner working toward a safe and vital community in Nashville-Davidson County.

The Court Judges of the Metropolitan General Sessions Court of Nashville-Davidson County is a high volume, limited jurisdiction Court that was first established in 1937. It has grown to an eleven division Court that handles civil cases with monetary limits not greater than \$15,000. The criminal case jurisdiction covers preliminary hearings in felony cases and misdemeanor trials in which the defendant waives the right to a jury. Since it is not a “court of record,” its decisions are subject to appeal. Since 1971, this Court has been authorized under the Metropolitan Charter to handle Metropolitan ordinance violations involving traffic, environmental, and other county ordinance violations. General Sessions judges are elected to an eight-year term.

In addition to the eleven judges, a part-time referee conducts the initial hearings for environmental cases and the non-traffic Metro ordinance violations, and five law trained judicial commissioners preside over Night Court 24 hours per day, 365 days per year.

The General Sessions Courts have dockets that adjudicate the following types of cases: criminal bond, traffic, civil, driver’s license, jail review, orders of protection, domestic violence, environmental, emergency committals, special committals, state traffic and felony drug, probation, and Mental Health Court.

Juvenile Court Clerk

The Juvenile Court Clerk is responsible for keeping all records of the Court. The Clerk’s Office maintains separate minutes, dockets and records for all matters pertaining to Juvenile Court proceedings. In addition, this office collects payments, fines and restitutions and maintains accounts in excess of \$1.7 million for child victim criminal injuries. The Clerk’s staff files litigation and paternity petitions, sets Court costs and dates and files all motions. The Juvenile Court Clerk is an elected official and maintains a separate budget from the Juvenile Court.

Public Defender

The Metropolitan Public Defender’s Office operates under the authority of the Metropolitan Charter, Title II, Section 2-16-010, which states as follows: The public defender shall render legal aid and defend only those indigent defendants who are in jail, charged with the commission of a crime and are unable to make bond, or such other defendants as a court with criminal jurisdiction shall determine to be indigent. In addition, the public defender shall provide guardian *ad litem* services when such services are deemed required by the Davidson County juvenile court for children who are the subject of proceedings in such court and the Metropolitan Government

would be required by law to pay reasonable compensation for such services if not provided by the public defender. The Public Defender's Office is staffed with 42 licensed attorneys who represent indigent clients on charges ranging from public drunkenness to first degree murder.

Register of Deeds

The Register of Deeds Office records deeds, mortgages, plats, leases, liens, limited partnership agreements, charters, and service discharges. All documents are imaged and indexed.

The mission of the Register of Deeds is to record all documents pertaining to real estate and documents relative to the Uniform Commercial Code. We also strive to maintain the integrity of all official records and to offer courteous, friendly, and expeditious service to all who use the Register's Office.

Sheriff

With a commitment to excellence, the mission of the Sheriff's Department is to strive to be the leader in the field of corrections, service to civil process, and innovative community based programs, emphasizing: accountability, diversity, integrity, and professionalism.

Since 1963, DCSO has devoted 100% of its efforts and resources to two major areas of critical concern, corrections and civil process. In the mid-1990s, the DCSO Correctional Work Center was awarded national accreditation by the American Correctional Association. The Training Academy followed in 1999, becoming the first local Sheriff's Office Training Academy in America to achieve national ACA accreditation. In January, 2001, DCSO became the first County correctional administration in the United States to be accredited by the ACA. The Criminal Justice Center and the Hill Detention Center were accredited in 2002.

State Trial Courts

State Trial Courts, under Circuit, Criminal and Chancery Judges, consist of the following two divisions.

Clerk and Master

The Clerk and Master serves the four elected chancellors, performs judicial duties pursuant to state law and the Metro Charter, conducts hearings as judicial officer, writes reports of findings to the chancellors upon referred cases, and oversees a staff of 19 clerks.

The Clerk and Master administers the caseload for the four chancellors, including maintenance of books, records and case files;

collecting and reporting substantial revenue from delinquent taxes and court costs; issuing process and investing funds held as trustee as an arm of the Chancery Court; and providing public records and information to citizens.

Juvenile Court

The Juvenile Court provides a judicial and non-judicial service delivery system that is fair, accessible, efficient and responsive that will meet the immediate and long term needs of the citizens of Greater Nashville and Davidson County Tennessee in a manner consistent with public safety.

Trustee

The Trustee is responsible for collecting Davidson County's Real Property Tax, Public Utility Tax, Personal Property Tax, and Central Business Improvement District Tax, Vegetation Liens and Demolition Liens each year; and administering the Tax Relief Program for the State of Tennessee and Metro Government. The Office of the Trustee accepts the Certified Real Property and Personal Tax Roll from the Assessor of Property in September each year. The Trustee's office then mails printed tax statements by October 1. The Tennessee Regulatory Authority sends the Utility Tax Roll to the Trustee in December each year, and tax statements are printed and mailed in January. This office also collects and processes the Central Business Improvement District tax receivables.

PROGRAM COVERAGE

Title VI applies to both Metro functions, facilities, operations programs and projects that receive federal funding as well as to services provided by sub-recipients that receive federal financial assistance through contracts from Metro. It is the city's goal that all services be administered in a nondiscriminatory manner.

Federal Funding in Metro

Currently, there are several Metro Departments which benefit from outside funding as a viable programming resource. A variety of mechanisms exist to manage grants in Metro. The Division of Grants Coordination was established to better enable Metro to manage its current grants and to seek additional outside funding.

The Division of Grants Coordination assists Metro departments with identifying funding opportunities, fostering collaborations and developing sound grant proposals; serving as a "gatekeeper" and monitor of grants as they move through the Metro approval process; developing and implementing policies and procedures for grants to Metro; providing technical assistance and grants-related training to departments, maintaining a database of Metro's grants, acting as a liaison between user departments and the Finance Department on grants-related matters and managing Title VI activities.

In that Metro, through the Division of Grants Coordination, is able to comprehensively identify and track all of its federal grants, information regarding those grants is readily available. A list of current Metro grants from Federal sources (including pass thru grants) is found in Appendix D.

RESOURCES COMMITTED TO TITLE VI COMPLIANCE

Metro has committed significant resources to program areas with a direct impact on Title VI implementation planning and compliance review efforts. The Metro Title VI coordination function has been assigned to staff in the Human Relations Commission; however, each department has an assigned Title VI coordinator with departmental responsibility lying ultimately with the Department Head and overall responsibility for the Metro's compliance lying with the Mayor. Each department is responsible for implementation, compliance and data collection in their respective areas.

Additionally, the Office of Financial Accountability (OFA) in the Office of Management and Budget is responsible for the monitoring of Metro's state and federal grants contracts. This Office also monitors Metro's direct appropriation grant contracts to non-profits organizations. As a part of the grant monitoring reviews, civil rights program issues are reviewed for compliance.

TITLE VI PROCEDURES

The responsibility for coordinating Title VI compliance within the Metropolitan Government of Nashville and Davidson County is assigned to and divided among respective departments. Each department head has

appointed a Title VI Departmental Coordinator (See Appendix A). The Departmental Coordinator works closely with the Metro Title VI Coordinator and is responsible for administering the compliance procedures and Title VI complaint processing for the respective departments.

COMMUNICATION

Metro will take appropriate steps to communicate its Title VI policy and program to all Metro employees, sub-recipients and the general public. Sub-recipient notification of Title VI is imperative, and all will be made aware of the importance of Title VI compliance. It is equally important that protected beneficiaries are encouraged to participate in departmental programs and are informed of Metro policies, especially regarding filing complaints.

METROPOLITAN ARTS COMMISSION

Authority

Laurel Fisher, Grants Manager, is the Title VI coordinator for Metro Arts and will respond as appropriate to all Title VI responsibilities.

Phone: 615-862-6744

Email: laurel.fisher@nashville.gov

Organizational Environment

Mission

Drive an equitable and vibrant community through the arts.

Vision

Every Nashvillian Participates in a Creative Life

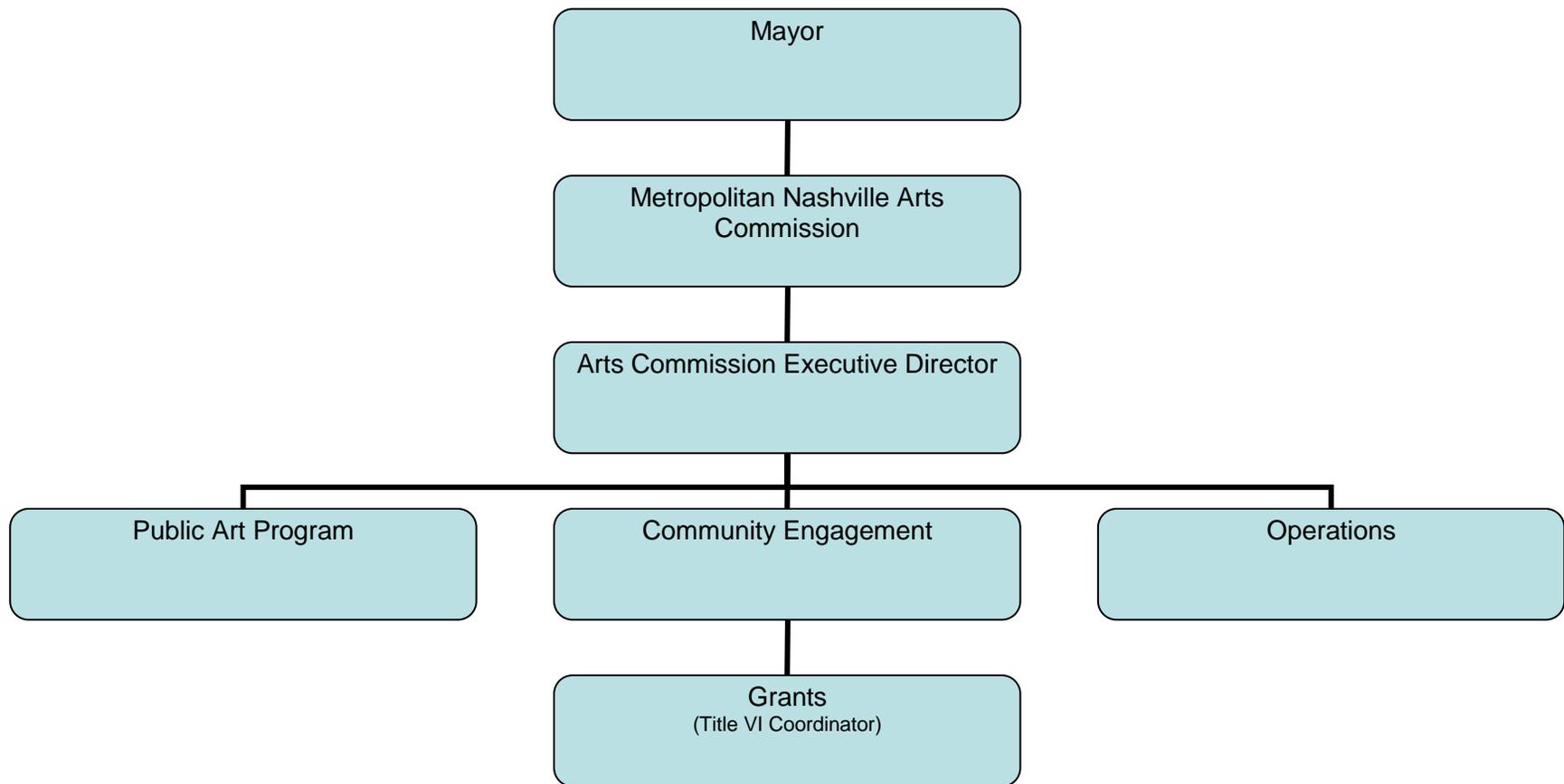
Goals

The Arts Commission's strategic goals are to see improvement in:

- Stronger Creative Workers
- Deeper Cultural Participation
- Vibrant Creative Neighborhoods

We work toward these goals through our Public Art, Community Engagement, and Grants program areas and through partnerships, training, research, and artist development. We highlight the civic and economic power of the arts and artists in Nashville through the following methods:

- Increase Sector Resources
- Drive Equity & Access
- Improve Creative Infrastructure



Federal Funding in the Metropolitan Arts Commission

Federal financial assistance may be used to augment our departmental budget in achieving departmental goals and initiatives.

Contracted Program Overview

Metro Arts uses contracts to engage those with specific experience, knowledge and skills that are needed on a short-term basis.

Number of Complaints Received Last Year 0

METROPOLITAN BEER PERMIT BOARD

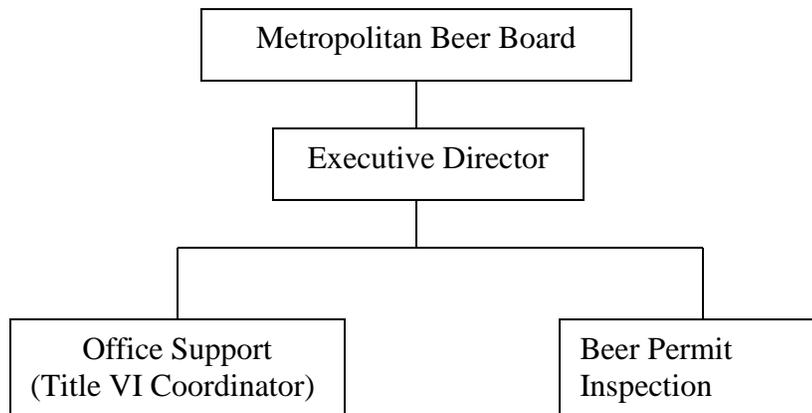
Authority

Julie Welch – Office Support Specialist I

Accept complaints by citizens, records name, date, phone numbers, and complaint and submit to Executive Director.

Organizational Environment

Mission Statement of the Beer Board is to license, regulate and control the transportation, storage, sale, distribution, possession, receipt and/or manufacture of beer with an alcoholic content of not more than five percent by weight. To issue and regulate public dance permits.



Federal Funding in the Metropolitan Beer Permit Board Department
None

Contracted Program Overview
N/A

Minority Participation on the Board/Commission: 3

Number of Complaints Received Last Year: 0

Statement of Non-Discrimination:

The Metropolitan Government of Nashville and Davidson County does not discriminate on the basis of age, race, sex, color, national origin, religion or disability in admission to, access to, or operations its programs, services, or activities. The Beer Permit Board does not discriminate in its hiring or employment practices.

Metropolitan Department of Codes & Building Safety

TITLE VI POLICY

Authority:

Title VI Coordinator for the Department of Codes & Building Safety, in coordination with the City of Nashville's Title VI Coordinator, is charged with the responsibility for implementing, monitoring, and ensuring the department's compliance with Title VI regulations. This responsibility would include:

- Avoiding, minimizing, and/or mitigating disproportionately high and adverse human health or environmental effects, including social and economic effects, on minority populations and low-income populations
- Ensuring the full and fair participation by all potentially affected communities in the decision-making process
- Preventing the denial of, reduction in, or significant delay in the receipt of benefits by minority populations and low-income populations

The Department of Codes & Building Safety's Title VI Coordinator is Roy L. Jones, Assistant Director, 800 2nd Avenue, South, Nashville, Tennessee 37210. [(615) 862-6541] Mr. Jones reports directly to the Director of the Department of Codes & Building Safety, Mr. Terry Cobb.

Organizational Environment:

Mission statement: The mission of the Department of Codes & Building Safety is to provide permit, inspection, enforcement, and information products to the Nashville community so they can experience safe buildings and improved quality of life.

Strategic goals:

By the year 2020, Codes customers will experience improved ability to communicate and access information through improved technology within Codes, as evidenced by:

- 10% increase of customers accessing information online
- 75% of customers who report satisfaction with communications with the department

By the year 2020, citizens of Davidson County will experience cleaner, safer neighborhoods, as evidenced by:

- 10% reduction in substandard housing
- 10% reduction in number of abandoned or inoperable/unlicensed vehicles
- 10% reduction of visual clutter (signs, debris, trash, graffiti)

By the year 2020, Code customers will experience improved response times to their inspection requests, as evidenced by:

- 75% of customers who receive a response within 48 hours including communication of action on service requests

By the year 2020, citizens of and visitors to Davidson County will experience increased Code compliance in new buildings as evidenced by:

- 10% increase in building projects obtaining a Use and Occupancy Letter indicating all required inspections performed and approved

Organizational chart attached

Federal Funding in the Department of Codes & Building Safety:

Number of departmental Federal and state grants: None

Federal Financial Assistance is used to achieve departmental goals and initiatives by:

- Providing that all department programs will be conducted and/or operated with all requirements imposed by, or pursuant to, the Title VI of the Civil Rights Act of 1964.
- Providing that the department notifies, through the City's Title VI Coordinator, that all minority business enterprises will be afforded full opportunity to submit bids in response to any bid invitation and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration of an award.

Contracted Program Overview

Department of Codes Administration – list of contracts:

1. *Bankers Title & Escrow Corp.* – Contractor shall provide title search services for the department and will be the primary provider of title search services. The Metropolitan Government of Nashville is charged with the responsibility of collecting through litigation proceedings delinquent property taxes and demolition liens. The lawsuits initiated by these actions require serving notice on all delinquent property tax owners, obtaining default judgments, and preparing the properties for sale. The preparation for sale includes conducting a title search to insure that Metro has notified all interested parties as required by statute.
2. *Abernathy Truck Salvage Inc.* – The Department of Codes & Building Safety may have abandoned vehicles towed and destroyed by a demolisher. The contractor shall, upon notification from Codes, take possession of the identified vehicle within 48 hours after notification, and shall have the responsibility for towing and demolishing the vehicle in accordance with all applicable environment, federal, state, and local laws.
3. *RICOH Office Solutions* – All copier and printing products are purchased through this contract that has been established between the contractor and the Metropolitan Government.

All contracts, including those listed above, shall be performed in accordance to individual contract provisions and under all rules and regulations as provided by the Division of Purchasing, Department of Finance, Metropolitan Government of Nashville and Davidson County, Tennessee.

Minority Participation on the Various Boards/Commission.

The Department of Codes & Building Safety has no particular Title VI board or commission and would refer this question to the Legal Department, Metropolitan Government of Nashville and Davidson County, Tennessee.

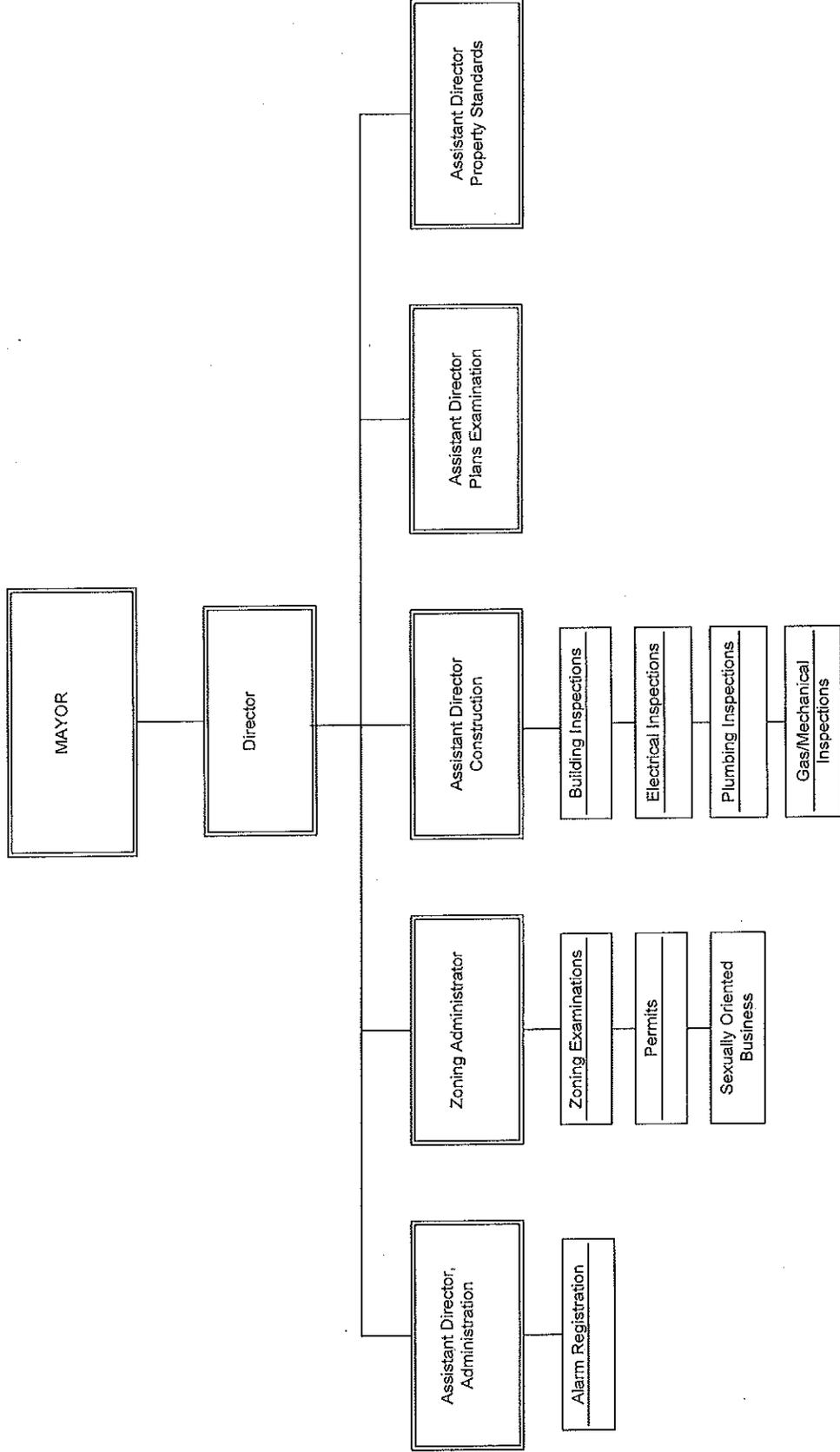
Number of Complaints Received Last Year : None

Department's Non-Discrimination Statement:

Harassment of any person in the form of verbal or physical conduct based on a person's race, gender, color, religion, national origin, or disability will not be condoned when such conduct:

- Has the purpose or effect of creating an intimidating, hostile, or offensive work environment;
- Has the purpose or effect of unreasonably interfering with an individual's work performance; or
- Otherwise adversely affects an individual's opportunities associated with employment.

ORGANIZATIONAL CHART
DEPARTMENT OF CODES & BUILDING SAFETY



Community Education Commission 2016 TITLE VI PLAN

1. AUTHORITY

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 Metro Human Relations Commission is committed to compliance with Title VI and all other laws that protect the rights, safety, dignity, and welfare of residents of Nashville and Davidson County.

Title VI Coordinating responsibility falls under the CEC Executive Director. The Executive Director accepts complaints by citizens, records name, date, phone numbers, and complaint and submits to the CEC chairperson.

For information contact:

Mary Beth Harding
Nashville Community Education
4805 Park Ave. Suite 123
Nashville, TN 37209
Telephone: (615) 298-8050 | Facsimile: (615) 298-8455
Email: Marybeth.harding@nashville.gov

2. ORGANIZATIONAL MISSION & ENVIRONMENT

The mission of Nashville Community Education Commission is to provide high quality personal and professional enrichment classes to the greater Nashville community.

3. TITLE VI INFORMATION AND DISSEMINATION

Title VI information posters will be publicly displayed in the NCE office.

4. SUBCONTRACTORS AND VENDORS

All subcontractors and vendors who receive payment from NCE where funding originates from any federal assistance, are subject to the provisions of Title VI of the Civil Rights Act of 1964 as amended.

5. RECORD KEEPING

The Title VI Coordinator will maintain records in compliance with Metro and federal records retention policies.

6. FEDERAL FUNDING

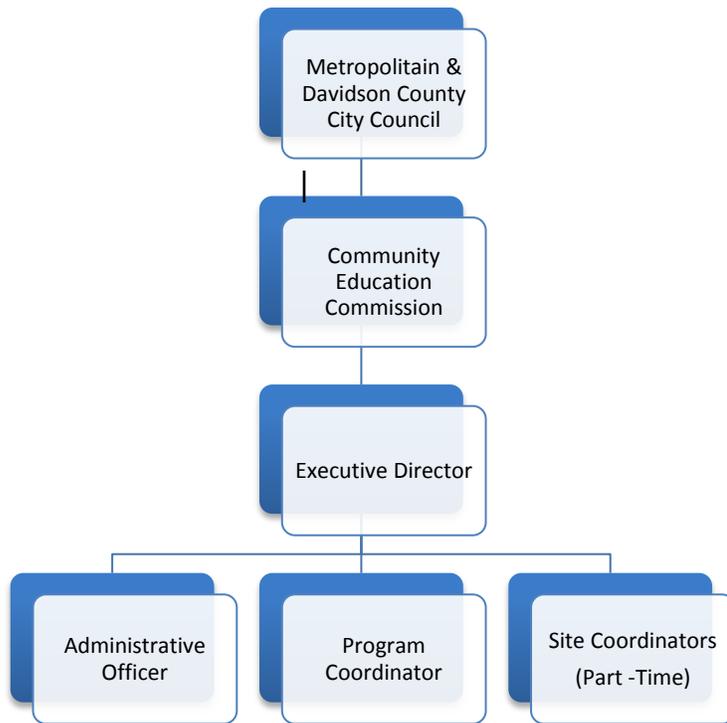
Currently, the CEC receives no direct federal financial assistance from grants or other sources to achieve its goals and initiatives.

7. CONTRACTED PROGRAMS

The department currently holds no contracts with outside agencies in the delivery of its programs or services.

8. MINORITY PARTICIPATION ON THE BOARD OF COMMISSIONERS

The Community Education Commission is comprised of seven (7) members, (3) of whom meet the criteria for racial/ethnic minority status.



9. TITLE VI COMPLAINTS RECEIVED LAST YEAR: 0

10. DEPARTMENTAL NON-DISCRIMINATION STATEMENT: The Community Education Commission does not discriminate on the basis of race, color, national origin, sex, gender identity, sexual orientation, age, religion, creed or disability in admission to, access to, or operations of its programs, services, or activities. Discrimination against any person in recruitment, examination, appointment, training, promotion, retention, discipline or any other employment practices because of non-merit factors shall be prohibited.

CRIMINAL COURT CLERK

Authority

Amy Rooker is the Title VI contact person for the Office of the Criminal Court Clerk (862-5663; amy.rooker@nashville.gov). Amy Rooker is the HR Manager and Administrative Assistant to Alfred Degrafinreid, Chief Clerk, for Criminal Court Clerk Howard C. Gentry.

Organizational Environment

General Mission Statement\Strategic Goals –

The Criminal Court Clerk's mission is to serve the courts having criminal jurisdiction, to be responsible for all records generated from arrest through disposal of charges on state warrants or indictments, and as an elective office, to serve the legal, financial, and public communities by rendering service in an efficient manner.

The Criminal Court Clerk of Nashville, Davidson County, Tennessee is responsible to perform the clerical duties for the operation of the criminal courts, both General Sessions Court and State Trial Court. The Clerk is responsible for record management, both hard copy and electronic, and prepares the minutes (official record) for the Criminal Trial Court. Upon conclusion of cases, the Clerk calculates court costs and begins the collection of costs, as required by statute. The Clerk prepares all cases under appeal for the Court of Criminal Appeals. The Criminal Court Clerk is also the custodian of all evidence submitted in the State Trial Courts.

Currently, the Office of the Criminal Court Clerk staffs five bilingual Deputy Clerks and has a 37% minority workforce. Fifty-seven percent of the 81 employees of the Criminal Court Clerk's Office are female.

Due to community outreach and efforts to make the services of the Criminal Court Clerk accessible to all, the number of expunged records has nearly doubled since this administration took office in 2011, which assists many of our customers in securing employment, housing, and other self-development efforts.

Federal Funding in the Metropolitan Criminal Court Clerk

The Criminal Court Clerk's Office receives no federal financial assistance specific to this office, but may benefit from federal funding received by the Metropolitan Government.

Contracted Program Overview

The Criminal Court Clerk's Office does not enter into contracts other than the vendors and sole sources approved by the Metropolitan Finance Department.

Minority Participation on the (None) Board/Commission

There are no Boards/Commissions within the Criminal Court Clerk's Office.

Number of Complaints Received Last Year (None) .

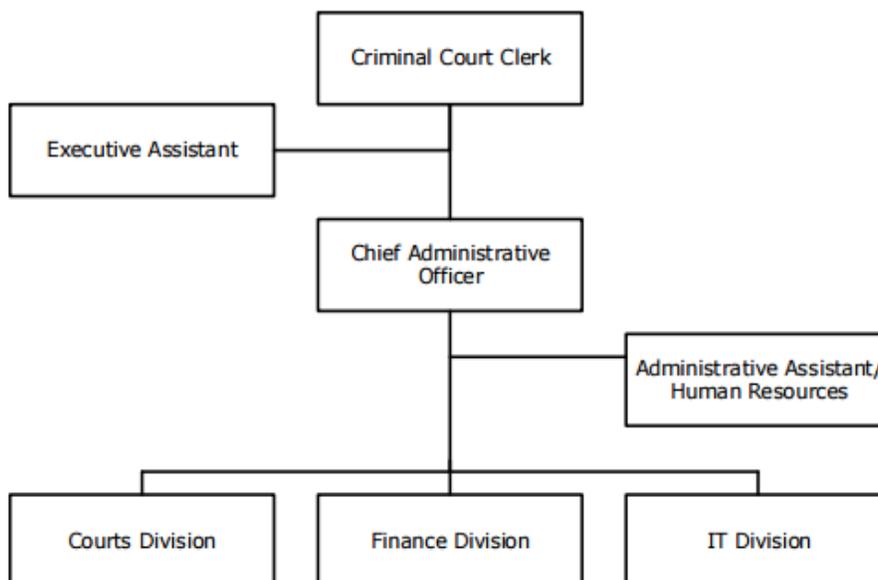
Please include your department's non-discrimination statement

The Criminal Court Clerk's Office is an equal opportunity employer and works to ensure that all individuals have equal access to the services provided by the Criminal Court Clerk's Office. The Office of the Criminal Court Clerk prohibits discrimination against any individual based on race, color, national origin, gender, age, or disability.

**Criminal Court Clerk's
Organizational Chart**

24 Criminal Court Clerk-At a Glance

Organizational Structure



EMERGENCY COMMUNICATIONS CENTER

Authority

The Title VI Coordinator for the Metro Nashville Emergency Communications Center (MNECC) is **Lynette S. Dawkins**. She may be reached at (615) 401-6341.

Organizational Environment

The Mission of the Metro Nashville Emergency Communications Center (MNECC) is to provide initial emergency and non-emergency first responder products to the Public and our First Responder Partners so they can experience the benefits of a healthier, more secure community.

Goals

- **Citizens and visitors to Davidson County will continue to receive Best in Class Emergency Response Communications while MNECC continues to strive to meet increasing and changing demand for service, through 2016, as measured by:**
 - 90% 911 calls answered in less than 10 seconds
 - 90% 911 calls dispatched for Fire-Suppression in less than 90 seconds
 - 95% 911 calls dispatched for Fire-Emergency Medical Services in less than 90 seconds
 - 90% 911 calls dispatched for Police in less than 90 seconds
- **Through 2016, citizens and visitors to Davidson County will continue to receive Best in Class Emergency Response Communications as a result of highly qualified and supported workforce as measured by:**
 - 1st Responder Partner Survey Responses are satisfied with service 90% or above
 - Citizen Survey Responses are satisfied with service 90% or above
 - Emergency Medical Dispatch Quality Assurance Reviews 93% or above
 - Emergency Fire Dispatch Quality Assurance Reviews 93% or above
- **Through 2016, ECC will continue to improve procedures that will address how not to allow changing technology to have a negative impact on overtime and productivity.**

Federal Funding in the Emergency Communications Department

At the present time the Emergency Communications Center does not receive any Federal Financial Assistance in providing our emergency or non-emergency products.

Contracted Program Overview

The Emergency Communications Center does not have contracted programs.

Minority Participation on the Board/Commission: _____ N/A _____

Number of Complaints Received Last Year: _____ 0 _____

Nashville Farmers' Market

Mission:

The mission of the Farmers' Market is to provide retail space, promotion and educational products to regional farmers, local food producers and retail entrepreneurs so they can supply the highest quality products for the Nashville and regional shopping community.

Strategic Goals:

- Continue to improve market management, merchant relations, customer service and the consumer experience at NFM by implementing market policies and improving use of technology;
- Improve the market's financial stability by reducing expenses and evaluating new revenue generating opportunities;
- Increase merchant participation and diversity;
- Invest in facility infrastructure;
- Implement programming to support and incubate small businesses;
- Improve access to low income, at risk populations; and
- Develop and implement a strategic marketing and communications plan.

Programs:

- Farmers' Market - recruitment and management of daily on premises market and management of a seasonal, weekly pop up market at Vanderbilt Medical Center
- Marketing Services - promotion and support provided to merchants through workshops, promotions and materials
- Grow Local Kitchen – monthly workshops, cooking demonstrations and incubation center
- Meet Me at the Farmers' Market - monthly community event
- Fresh Savings - SNAP/EBT (“food stamps”) shopping incentives

Federal Funding:

None

Contracted Program Overview:

The Nashville Farmers' Market works strictly within the guidelines and directives of the Metropolitan Division of Purchases and its Small and Minority

Business Office to assure adherence to all laws and requirements related to Title VI.

Minority Participation on the Board/Commission: 3

Number of Complaints Received Last Year: 0

Statement of Non-Discrimination:

It is Metro policy not to discriminate on the basis of age, race, sex, color, national origin, sexual orientation, gender identity, disability or handicap in its hiring and employment practices, or in admission to, access to, or operation of its programs, services, and activities. No person shall be excluded from participation in, be denied benefits of, be discriminated against in the admission or access to, or be discriminated against in treatment or employment in Metro's contracted programs or activities, on the grounds of disability or handicap, age, race, sex, color, national origin, sexual orientation, gender identity, or any additional classification protected by federal or Tennessee constitutional or statutory law. Neither shall any person be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination against protected classes designated by federal or Tennessee constitutional or statutory law in the performance of contracts with Metro or in the employment practices of Metro's contractors. Licensees must conform with this nondiscrimination standard.

Tasha Kennard

Executive Director

Nashville Farmers' Market

Learn more: nashvillefarmersmarket.org

METROPOLITAN DEPARTMENT OF FINANCE

Authority

The Title VI Coordinator for the Finance Department handles questions, concerns, complaints, or requests for additional information regarding Title VI of the Civil Rights Act. The Coordinator provides public notification of rights under Title VI, maintains a Title VI complaint log, and ensures that all complaints are investigated thoroughly. The following person has been designated as this department's Title VI Coordinator:

Kimberly Northern, Administrative Services Officer-4
Office of Management and Budget
700 2nd Ave South, Ste 201
Nashville, TN 37210
Phone: 615-880-1710
Fax: 615-880-2800

Organizational Environment

Mission

The mission of the Department of Finance is to provide financial management, information, and business products to policy makers, departments, agencies, investors, and the Nashville Community so they can have confidence in Metro government, make informed decisions, and achieve their results.

Federal Funding in the Metropolitan Finance Department

The Department of Finance manages a Public Assistance grant awarded by the Federal Emergency Management Agency (FEMA) due to the Presidential Disaster Declaration from the severe storms and flooding of May 2010. The purpose of the grant is to assist Metro Nashville & Davidson County in their emergency response and recovery efforts. This program provides funding for debris removal, emergency protective measures, and permanent restoration of infrastructure.

Contracted Program Overview

The department of Finance uses a variety of contracts to provide financial management, building construction and renovation and business products to policy makers, departments, agencies, investors, and the Nashville Community. See expenditures for the Department of Finance in the Procurement report in Appendix.

Minority Participation on Departmentally Supported Board/Commission—No such board exists.

Number of Complaints Received Last Year 0 .

METROPOLITAN FIRE DEPARTMENT

Authority

Departmental Coordinator responsibilities include and may not be limited to the following:

- Ensuring that all new and current employees within their respective departments receive Title VI training and information;
- Ensuring that procedures are in place to provide for public notification of rights violation under Title VI;
- Prominently displaying all Title VI resources, to include the investigation procedures manual, Title VI legal manual and posters and brochures in locations managed by their departments that are frequented by the public.
- Employing necessary monitoring techniques to ensure departmental compliance;
- Providing the Metro Title VI Coordinator with departmental information to be include in annual Title VI plan in a timely manner;
- Other duties as necessary to ensure Title VI compliance;

The Title VI coordinators for the Nashville Fire Department are Jamie Summers who can be contacted at 862-5242 or Jaime Natali who can be contacted at 862-5268.

Organizational Environment

Mission statement and strategic goals are listed below.

Org chart sent separately.

DEPARTMENT MISSION

The mission of the Nashville Fire Department is to provide high quality fire, medical, and rescue emergency responses and community support services to the citizens and visitors within Nashville and Davidson County, so they can work and reside in a community where an all hazards response minimizes harm to life property and environment.

Strategic Goals

- The department will provide a safer working environment for emergency field personnel as evidenced by: The purchase of new cardiac monitors for all Advanced Life Support (ALS) engine companies and ALS Medic Units and the purchase to replace existing Self Contained Breathing Apparatus (SCBA's) with new SCBA's that comply with current NFPA regulations.
- The Nashville community will experience a 2 percent reduction in response times for our emergency field personnel as evidenced by the replacement of current radio based fire alerting system with an Internet Protocol (IP)/radio based fire alerting system.
- The Nashville Fire Department will increase the number of Life Safety inspections by 5 percent, improving its Fire Inspection Program as evidenced by: Fire Inspectors conducting life safety and sprinkler inspections in new and existing buildings within 3 business days of requests by customers.
- The number of residential homes without working smoke detectors will be reduced by working with community groups to identify and install detectors.
- The Nashville community will experience a fire department with improved effectiveness during emergency field operations and its non-operational workforce as evidenced by: The introduction of new information technology software and hardware considered essential to access emergency field ground information FY16.

Federal Funding in the Metropolitan Fire Department

The NFD closed out the SAFER grant in December 2014 (FY15). That is the only federal funding received. The NFD has requested reimbursement from FEMA for the February 2015 Ice Storm, but those funds have not arrived.

Contracted Program Overview

Starting January 1, 2015 the Nashville Fire Department is in contract with Medical Accounts Receivable System (MARS) for the purpose of billing and collections for our ambulance services.

Minority Participation on the Board/Commission: N/A

Number of Complaints Received Last Year 0



Director-Chief
Nashville Fire Department
Rick White

Executive Assistant to
Director Chief

Medical Director

Deputy Director
Day-to-Day Operations

Community Services/ Special Events

OEM

Finance/HR

OPERATIONS DIVISION
Deputy Director

SERVICES DIVISION
Deputy Director

ADMINISTRATIVE DIVISION
Deputy Chief

Suppression Section
Commander

EMS Section
Commander

Special Operations
Function

Arson Investigation
Function

Quality Improvement
Function

Planning/Staffing Section

FMO
Development/Special
Events

Risk Management
Function

Training Academy/Safety

Health/Fitness
Function

Exposure Control
Function

Logistics Section

Fleet
5-YR/3-YR
Development/Oversight
Function

Expendable Supplies
Function

Air Services
Function

FMO Inspections
Function

Public Education

Capital Projects
5-YR/3-YR
Development/Oversight
Function

Facility Maintenance
Section

Durable Supplies
Function

ISO Compliance
Function

Budget Control
Section

Payroll
Function

Information
Technology
Function.

Grants
Function

Human Resources
Section

Internal Affairs
(*Arson Investigators)
Function

Labor Relations
Function

Ambulance Billing
Section

Medicare
Medicaid
Function

Private Contract
Oversight
Function

Contract Renewal
Recommendation
Function

METROPOLITAN GENERAL SERVICES DEPARTMENT

Authority

The Title VI position within the Department of General Services is organizationally housed in the Division of Building Operations and Support Services. The Title VI Coordinator for the Department of General Services is Jerry Hall, ADA Manager & Safety Coordinator, (615) 862-8960.

Organizational Environment

General Services Mission Statement:

The mission of the Department of General Services is to provide facility and fleet operations, employee security and customer assistance products to government agencies, Metro employees, and the Nashville community so they can meet their goals.

Strategic Goals:

- To provide improved environmental sustainability through recycling, purchase of alternative fuel vehicles, energy savings upgrades, and incorporating green building practices.
- To provide consistent and valued products and services to our customers.
- To provide a work environment that ensures employee satisfaction and high performance.

Federal Funding in the Metropolitan General Services Department

The Department of General Services received \$6.2 million in federal funding for fiscal year 2013. No federal funding was received for fiscal years 2014, 2015, and 2016.

Contracted Program Overview

The Department of General Services uses several contracts to fulfill its day-to-day operational requirements associated with achieving the departmental mission. Through these contractual agreements, the department acquires the needed supplies, materials, and services to provide facility and fleet operations, employee security, and customer assistance products to government agencies, Metro employees, and the Nashville community so they can meet their goals.

Minority Participation on the Board/Commission:

The Department of General Services does not have any active Boards or Commissions.

Number of Complaints Received Last Year:

Department of General Services did not receive any Title VI complaints last year.

Statement of Non-Discrimination

The Metropolitan Government of Nashville and Davidson County does not discriminate on the basis of age, race, sex, color, national origin, religion, or disability in admission to, access to, or operations of its programs, services, or activities. The Human Resources Department does not discriminate in its hiring or employment practices.

The following department has been designated to handle questions, concerns, complaints, requests for accommodation, or requests for additional information regarding the Americans with Disabilities Act. In addition, inquiries concerning non-discrimination policies other than ADA and Title VI compliance should be forwarded to:

Department of Human Resources
404 James Robertson Parkway, Suite 1000

Nashville TN 37219
Phone: (615) 862-6640 / FAX: (615) 862-6654

The following person has been designated as the Metro Title VI Coordinator to handle questions, concerns, complaints, or requests for additional information regarding Title VI of The Civil Rights Act:

Melody Fowler-Green
Human Relations Commission
404 James Robertson Parkway, Suite 130
Nashville, TN 37210
615-880-3374
Email: Melody.Fowler-Green@nashville.gov

Title VI Compliance Plan

Metro Public Health Department



MetroPublicHealthDept
Nashville / Davidson County
Protecting, Improving, and Sustaining Health

Submitted by:

Director of Health

William Paul, M.D.

Title VI Coordinator

José I. Cruz, CMI-Spanish

May 18, 2016

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(Please Reference Attachment 1)

Mission:

The mission of the Metro Public Health Department is to protect and improve the health and well-being of all people in Metropolitan Nashville.

Our Vision:

“People creating healthy conditions everywhere!”

Our Goals:

- Prevent, detect, and alleviate outbreaks of infectious disease and other public health threats and emergencies.
 - Improve the health and well-being of children.
- Prevent death and promote well-being by reducing tobacco use and increasing physical activity and healthy eating in Nashville.
 - Ensure cleaner air and a safer environment.
- Improve access for everyone through needed preventive, medical, and mental health services.

Our Core Values:

Professionalism

Respect

Integrity

Dedication

Equality

Our Governance:

A six member Board of Health appointed by the Mayor and confirmed by vote of the Metro Council governs the Department.

Current members are:

<p>Samuel Felker, JD Attorney in private practice (White/Male) Chair</p>	<p>Henry Foster, MD <i>Chairman, Board of Pathfinder International, Boston, Mass. Chairman, National Advisory Committee for the Robert Wood Johnson Foundation Program Common Ground: Transforming Public Health Informatics Systems</i> (Black/Male)</p>
<p>Carol Etherington, MSN, RN, FANN <i>Director of Global Health Studies, Vanderbilt University School of Medicine Assistant Director, Community Health Initiatives, Vanderbilt Institute for Global Health</i> (White/Female)</p>	<p>Thomas Campbell, MD <i>Psychiatrist</i> (White/Male)</p>
<p>Francisca Guzman <i>Media and Development Advisor Disability Law and Advocacy Center</i> (Hispanic/Female)</p>	<p>Margreete Johnston, MD MPH <i>Pediatrician</i> (White/ Female)</p>

Title VI Training for MPHD Employees

All employees at MPHD are required to attend Title VI Training. This includes full and part-time employees.

Each year the Tennessee Department of Health (TDOH) provides us with training information regarding Title VI through a PowerPoint presentation with imbedded videos that can be viewed online or during a group classroom session. This training for our department is typically offered in December of each year. Cards with instructions to access over-the-phone (OTP) interpreting services have been made available to employees.

On December 9, 2015, our new Title VI Coordinator attended a Title VI training session offered by the Metro Human Relations Commission at the Sony West Conference Center. The session was led by Attorney Melody Fowler-Green (Director of the MHRC). The session included basic information regarding Metro's Title VI Compliance Plan.

On April 6, 2016, our Title VI Coordinator attended a Title VI training session-offered by the Metro Human Relations Commission at the Sonny West Conference Center. The session was led by Attorney Melody Fowler-Green (Director of the MHRC) and Samantha Perez (Director of Policy and Research). They shared information regarding the basics of Title VI and there was group discussion about ways to prevent and handle Title VI complaints.

Addressing the Needs of Clients with Limited English Proficiency (LEP)

Title VI of the Civil Rights Act of 1964 provides that no person shall be subjected to discrimination on the basis of race, color, or national origin under any program or activity that receives Federal financial assistance. A number of programs in the Metro Public Health Department receive federal financial assistance from the Department of Health and Human Services and, therefore, all programs must comply with the provisions of Title VI. These procedures outlined below help us to ensure that Limited English Proficient (LEP) persons receive the language assistance necessary to afford them meaningful access to public health services.

1. Assessment

A) Data Collection:

Data is collected in Patient Tracking Billing Management Information System (PTBMIS) a patient tracking system for data in clinics. This data is collected throughout the year concerning the interpreter needs of each patient. Each patient is asked if they need an interpreter during his/her visit. If the patient answers "yes", the primary language field of PTBMIS will be filled out accordingly. If the patient

does not need an interpreter, English is coded as the primary language. In addition to the primary language information collected in PTBMIS, the information will also be included in a prominent place in the medical record of each LEP patient.

B) Data Reporting:

Each year a report is produced within the MPHD that includes:

- 1) Total number of persons served within the clinics
- 2) For those persons for whom English is not the primary language:
 - Number served by language

A PTBMIS report for calendar year 2015 reflects an unduplicated patient count by race, language and national origin. *Please reference Attachment 2.*

C) Data Analysis:

After reviewing the report described above as well as reports for each clinic, a determination is made regarding the points of contact within the clinics at which interpreter services are needed.

Field staff that encounter LEP clients outside of the clinic setting use an over-the-phone interpreter service to provide appropriate language services.

Some programs have employed full-time interpreters. For all other LEP clients, programs use the services of an over-the-phone interpreter service or approved interpreters, if available.

D) Monitoring

The Title VI Coordinator communicates with clinic managers to discuss the effectiveness of the Title VI program. Our programs will continue to continuously monitor the effectiveness of the Title VI program and our language assistance program.

After reviewing and assessing information regarding our LEP client base, staff meetings are periodically conducted within each clinic to further plan for meeting the needs of our LEP clients.

2. Language Access

A) Oral Language Interpretation:

Full-time interpreters and bilingual employees are frequently available throughout the department upon request.

The language skills and interpreter skills of all employees who interpret are assessed by an outside contractor. Only those employees who achieve a satisfactory level during the assessment are allowed to interpret for our clients.

In our efforts to provide competent interpretative services, the majority of our interpreters and bilingual employees have attended training to ensure that they are familiar with the ethics, protocols, etc. to becoming an effective interpreter. We currently have an Interpreter on staff that is both certified by the National Board of Certification for Medical Interpreters and the Certification Commission for Healthcare Interpreters.

Below is a list of our staff interpreters:

Staff Interpreters

Last Name	First Name	Work Location	Contact Name/Supervisor	Phone Number	Languages
Ahmed	Khadra	TB Elimination	Lynn Harbison	615.340.8644	Somali, Arabic, Amharic
Bell	Michelle	Oral Health-East Clinic	Michelle Bell	615.340.5601	French
Bradford	Maria	WIC-South Nutrition Center	MaryAnn Rivera	615.880.3213	Spanish
Castillo	Nadia	WIC-South Nutrition Center	Nadia Castillo	615.880.3210	Spanish
Cruz	José	Human Resources	José Cruz	615.880.1078 615.330.1546	Spanish
Ferguson	Homer	WIC-East Clinic	Denise Stratz	615.340.3553	Spanish
Gharacholou	Marjan	WIC-South Nutrition Center	MaryAnn Rivera	615.880.3213	Persian, Farsi
Hanna	Amani	Woodbine Clinic	Carline Fanfan	615.712.4999	Arabic
Mihic	Igor	WIC-South Nutrition Center	MaryAnn Rivera	615.880.3213	Serbo-Croatian, German
Salazar	Rosa	Woodbine Clinic	Carline Fanfan	615.862.7940 ext.79401	Spanish
Vlatkovic	Dusan	WIC-Adm. (MSE)	Teresa Thomas	615.880.2213	Serbo-Croatian

Updated: May 18, 2016

The Metro Public Health Department also currently contracts with over-the-phone interpreter services that provide (OTP) services for over 200 languages. Our invoices for these services average approximately \$7,000 per month in total.

B) Translation of Written Materials:

Based upon the results of the PTBMIS report as well as program needs, many of our documents are translated into Spanish. During 2015, our previous Title VI Coordinator served on an RFP team that selected a company to contract for translations services.

- Consequently, a significant amount of our vital written documents have been translated into Spanish. For those clients who speak languages other than Spanish, we will provide competent oral translation of the documents in a language that is understandable to the LEP client.
- We also have a contract with a translation company to translate documents into Spanish and other languages as needed.

C) Providing Notice to LEP persons

1. A notice is posted on the bulletin board or an area clearly visible for our clients about their right to *free language assistance*. This notice is provided in the most frequently spoken languages of our LEP clients, i.e. Spanish, Arabic, Kurdish, Somali and Vietnamese.
2. Cards have also been made available to assist LEP clients in identifying their language needs.

Public Notification

A notice is provided to LEP clients indicating that language services are available. This notice has been translated into the most frequently spoken languages of our clients. This notice has been posted in offices and clinics at MPHD.

ENGLISH

Please let us know if you need interpreter services that are available to you at no cost. All authorized interpreters for the MPHD have completed HIPAA privacy training and are required to comply with the privacy rules of the MPHD.

We will also provide free oral translation of documents that have not already been translated in written form.

SPANISH

Por favor, infórmenos si necesita del servicio de interpretación que se encuentra disponible para usted y sin costo alguno. Además, ofrecemos servicio gratuito de traducción oral de documentos que aún no están traducidos por escrito.

Todos los intérpretes autorizados del Departamento Metropolitano de Salud Pública (MPHD) han completado una capacitación sobre privacidad en el marco de la Ley de Portabilidad y Responsabilidad del Seguro de Salud, HIPAA, y se les exige acatar las normas sobre privacidad del MPHD.

ARABIC

نرجو إعلامنا إن كنت بحاجة الى خدمات الترجمة الفورية و التي نوفرها مجاناً. كذلك نقدم ترجمة شفوية للوثائق التي لم تتم ترجمتها كتابة من قبل مجاناً.

جميع المترجمين الفوريين لدائرة الصحة العامة في واشنطن أنهوا تدريباً على متطلبات قانون HIPAA وهم مطالبون بالتقيد بنظم الخصوصية التي تضعها الدائرة.

KURDISH

ئه گه ر پئووستیت به خزمه تگوزاری موته رجیم هه یه ناگادارمان بکه وه. ئه م خزمه تگوزارییه به خۆراییی بۆت دابین ده کریت. ئیمه هه روه ها به لگه نامه یه ک که پئیشتر به نووسین ته رجه مه نه کرابیته وه، به شیوه یه زاره کی بۆت ته رجه مه ده که یینه وه.

هه موو ته رجومانه مؤله ت دراوه کانی MPHD راهینانی خسوسی بوونی HIPAA یان بینیه و داویان لیکراوه خۆیان له گه ل یاساکانی خسوسی بوونی MPHD دا بگۆنجین.

SOMALI

Fadlan noo soo sheeg haddii aad u baahato adeegyada turjumaanka ee diyaar kuu ah bilaashna ah. Waxaan weliba bilaash ahaan afka uga turjumi doonnaa oo aan hadal ahaan kuugu sheegi doonnaa dukumeentiyada aan hore qoraal ahaan loogu turjumin.

Dhammaan turjumaannada sida rasmiga ah loo ogolaaday ee loogu talagalay MPHD waxay dhammaysteen tababarka xagga sirta ee HIPAA waxaana laga sugayaa inay adeecaan xeerasha sirta la xiriira ee u yaalla MPHD.

VIETNAMESE

Nếu quý vị cần dịch vụ thông dịch thì chúng tôi sẽ cung cấp miễn phí. Chúng tôi cũng có dịch vụ phiên dịch bằng lời nói miễn phí cho các hồ sơ chưa được dịch trên văn bản.

Tất cả các thông dịch viên chuyên môn của MPHD đều được huấn luyện về luật riêng tư HIPAA và phải tuân hành theo các điều quy về riêng tư của MPHD.

“I Speak” posters and cards have been provided throughout the MPHD.

On the MPHD Intranet, we have included our non-discrimination statement that includes contact information for the Title VI Coordinator. (See below)

Statement of Non-Discrimination

The Metro Public Health Department of Nashville and Davidson County does not discriminate on the basis of age, race, sex, color, national origin, religion, or disability in admission to, access to, or operations of its programs, services, or activities. The Metro Public Health Department of Nashville and Davidson County does not discriminate in its hiring or employment practices.

The following person has been designated to handle questions, concerns, complaints, requests for accommodation, or requests for additional information regarding the Americans with Disabilities Act:

John Dunn
2500 Charlotte Avenue
Nashville, TN 37209
Phone: (615) 340-8529
FAX: (615) 340-8564

The following person has been designated as the Title VI Coordinator to handle questions, concerns, complaints, or requests for additional information regarding Title VI of The Civil Rights Act:

José I. Cruz
2500 Charlotte Avenue
Nashville, TN 37209
Phone: (615) 880.1078
FAX: (615) 880.2194

Inquiries concerning non-discrimination policies other than ADA and Title VI compliance should be forwarded to:

Leslie Robeson
2500 Charlotte Avenue
Nashville, TN 37209
Phone: (615) 340-8526
FAX: (615) 340-5665

Community Outreach Initiatives (2015 – 2016)

Examples of a few of our outreach initiatives include the following:

The **Woodbine Clinic** serves a significant number of Hispanic clients every day due to its proximity to the Hispanic communities in the South Nashville/Woodbine area. Fifty percent of the clients for whom we provide services are Hispanic. Over 50% of the staff is bilingual with one full-time Spanish Interpreter. The majority of the English-speaking staff has taken two or more Spanish classes in order to communicate effectively with Spanish-speaking clients and patients. Over 30% of the clients at the Woodbine Clinic are Arabic-speaking. We currently have a part-time Arabic Interpreter that works at the clinic 2 days out of the week. Recently, we also added a bilingual breast feeding peer counselor and a bilingual nutritionist (Spanish -English).

The Woodbine Clinic also offers Spanish and Arabic interpretation for our WIC nutrition classes and one on one “nutrition education” is offered to any individual that may speak a language other than English, Spanish or Arabic. The entire staff is well versed in using Voiance and other over-the-phone language services to assist our diverse clientele.

Oral Health - The school-based dental sealant program provides services for students in kindergarten through 8th grade. Schools with over 50% of their students on Free and Reduced (community eligibility provision) are eligible to receive this program. Our consent forms have been translated into Spanish, Arabic and Vietnamese to encourage a wider participation across cultures. Information about the Lentz Public Health Dental Clinic has recently been added to this form going out to all students in participating schools. The schools engaging with this program are majority African American, some schools have as many as 50-80% Hispanic and up to 10-30% Arabic. Bilingual individuals at school are relied on to communicate with parents and encourage participation with this program. The dental sealants are a preventive measure with all students in participating schools receiving oral health education. Students found by dental hygienists to have further oral health needs are screened by our staff dentist. All students returning signed consent forms are at least screened with a notice of dental needs going homes in all languages mentioned above.

The **TENnderCare Outreach Program** is designed to promote good health to TennCare eligible youth in Davidson County (from birth to age 20). The program

distributes educational material in the community through face-to-face contact. The program also distributes information through distribution/drop off, in which partner organizations distribute materials to a diverse population on TENNderCare's behalf.

Below you will find the kind of events that Community Outreach (TennCare Kids and Welcome Baby) typically participate in with limited English proficient individuals.

Celebration of Cultures

Day of the Dead at Cheekwood

All EI Protector events including EI Protector Baby shower, Latin Fair at Coleman Park and EI Protector's Global Mall event

UNA Help Center at UNA Church

Catholic Charities events

Outreach at Woodbine Clinics and South Nutrition

The program has partnerships with EL Protector, UNA Help Center, Islamic Center, Catholic Charities, Immigration Lawyer Forums and many community events.

The **Tuberculosis (TB)** program provides a variety of services to the Nashville Davidson community in efforts of preventing, treating, and eliminating TB disease.

Services provided include:

- TB Case management for TB disease
- Screening patients for TB infection and preventative therapy
- Refugee evaluations
- Collecting laboratory specimens
- Participation in research studies to evaluate testing and treatment

Last year Nashville Davidson County had 30 TB cases. 73.3% of those cases were foreign born.

The Children's Special Services (CSS) program employs a part-time Arabic Interpreter for the office site and to assist with home visits with the care coordinators. CSS employs a full-time Spanish speaking care coordinator to serve the needs of Spanish speaking clients. The Spanish speaking care coordinator has participated in the MNPD EI Protector Baby Shower and the Onederful Baby Shower. CSS uses Voiance Language Services or staff interpreters for all other languages. CSS having two bilingual employees (English/Spanish and English/Arabic) has increased the services provided by our program and has decreased the wait time for an Interpreter.

The **Healthy Beginnings** program continues to serve a culturally diverse population to families within Davidson County. Our home visitors service prenatal women, postnatal women whose infants are two-weeks old or less. Our current case load includes 52%

African American families, 3.5% Caucasian families, 13% Hispanic families, 13% Asian families, 13% Egyptian families and 6.5% Burmese families.

The **STD/HIV Program** serves a culturally diverse population. Last year (2015) we served primarily African Americans (68%), White (28%), Hispanic/Latino (3%). Our staff utilizes language line for individuals with limited English proficiency. Also, the staff has completed cultural sensitivity training during their formal job training. Finally, our staff members provide STD/HIV services, regardless of race, national origin, and/or ethnic background.

Lentz Preventive Health Clinic offers Immunizations and Family Planning services to a culturally diverse population from many different ethnicities and backgrounds including Hispanic, Arabic, Burmese and other ethnicities in the Nashville-Davidson area. In order to provide quality service to these populations, we will utilize our in-house Interpreters and as well as utilize the Language Line Services to communicate appropriately with our Non-English speaking patients. We also assist in outreach events hosted by the STD clinic at college campuses and other health fairs throughout Nashville that help promote the Family Planning program for all cultures. The Preventive Health nurses attend a yearly training session on Cultural Competency that help increase culture awareness in the Nashville area.

Public Health Emergency Preparedness (PHEP) provides several educational materials, including SMART 911 info sheets, Family Emergency Plan Worksheets and Zika Virus information sheets, in both Spanish and English. The Family Emergency Plan Worksheet is also available in Kurdish. PHEP is also prepared to deliver mass prophylaxis (medication) information sheets during a Point of Distribution activation in 48 languages.

Additionally, for internal use, instructions on what to do during an active shooter event have been made available to our employees in both Spanish and English.

The **Immunization Program** currently has staff that is bilingual (English/Spanish and English/Arabic). We serve all residents of Davidson County to provide their immunization records. We have perinatal Hepatitis B information available in both English and Spanish. Through the CDC website we can provide Vaccine Information Statements in a multitude of languages.

The HUGS Program – Currently, 55% of all HUGS families are non-English speaking (20% Hispanic, 19% Burmese, 16% Arabic). HUGS has two bilingual (English/Spanish) care coordinators. One of these care coordinators regularly participates in the MNPD EI Protector Baby Shower. Other care coordinators use Interpreters provided through phone interpreting services or one of the in-house MPHD Interpreters.

So far this year, HUGS has served the following languages:

- Arabic
- Burmese
- Kinyarwanda
- Karen
- Swahili
- Chin
- Chin (Matu)
- Spanish
- Zomi
- Somali
- Vietnamese
- Nepali
- Kurdish
- Portuguese

HUGS has two bilingual (English/Spanish) care coordinators. One of these care coordinators has participated in the MNPDI Protector Baby Shower twice. The HUGS Program received a certificate of appreciation from the MNPDI for continued support of the EI Protector Program.

The Breast and Cervical Screening program helps low income, uninsured and underinsured women gain access to breast and cervical screening and diagnostic services. These events are primarily attended by members of diverse communities. Screenings were conducted at the following events:

May 2015

- Gold Sneaker event
- NGH Women's event
- Vine Hill Pap event
- North Nashville Spring Fling event

June 2015

- Ride to Thrive event
- NGH Community event
- Second Avenue event

August 2015

- Hayes Park event

October 2015

- Breast Health Awareness event

November 2015

- St Luke Church event

Complaints

There were no Title VI complaints received from clients during the 2015–2016 fiscal year.

METROPOLITAN HISTORICAL COMMISSION

Authority

The Title VI Coordinator is responsible for educating staff on 1) their responsibilities under Title VI, 2) how to inform clients of their rights under Title VI, 3) how to monitor for compliance with Title VI legislation and, 4) how to maintain and submit any required documentation for Title VI compliance.

Duties may include and may not be limited to the following:

- Conducting annual training for departmental personnel as required;
- Working in conjunction with the Metro Title VI Coordinator to ensure that all new employees to Historical Commission receive Title VI training and information;
- Ensuring that procedures are in place to provide for public notification of rights under Title VI;
- Disseminating all Title VI resources, including posters and brochures, to departmental personnel as required;
- Maintaining Title VI complaint log and conducting any necessary investigations;
- Utilizing necessary monitoring techniques to ensure departmental compliance;
- Other duties as necessary to ensure Title VI compliance;

The Title VI Coordinator for the Metropolitan Historical Commission is:

Yvonne Ogren
Metro Historical Commission
3000 Granny White Pike
Nashville, TN 37204
615-862-7970
Email: yvonne.ogren@nashville.gov

Organizational Environment

Mission statement

To preserve, protect, and document the history, historic places, buildings, and neighborhoods of Davidson County through education, technical assistance, and advocacy.

Federal Funding in the Metropolitan Historical Commission

The Metro Historical Commission presently does not receive any federal funds. It is a pass through agency.

Contracted Program Overview

The Metro Historical Commission does not host any current contracts.

Minority Participation on the Commissions below:

Metro Historical Commission

Mr. Bob Allen	Caucasian Male
Mr. Clay Bailey	Caucasian Male
Ms. Menié Bell	Asian Female
Mr. Alex Buchanan	Caucasian Male
Mr. Pat Cummins	Native-American Male
Mr. David Currey	Caucasian Male
Dr. Don Cusic	Caucasian Male
Mr. Jim Forkum	Caucasian Male
Mr. Bill Hardin	Caucasian Male
Mr. Jim Hoobler	Caucasian Male
Ms. Lynn Maddox	Caucasian Female
Dr. Bill McKee	Caucasian Male
Mr. Mark Rogers	Caucasian Male
Ms. Gerry Searcy	African-American Female
Ms. Linda Wynn	African-American Female

Metro Historic Zoning Commission*

Ms. Menié Bell	Asian Female (serves on both commissions)
Ms. Rose Cantrell	Caucasian Female
Mr. Sam Champion	Caucasian Male
Mr. Richard Fletcher	Caucasian Male
Mr. Aaron Kaalberg	Caucasian Male
Mr. Ben Mosley	Caucasian Male
Ms. Ann Nielson	Caucasian Female
Mr. Cyril Stewart	Caucasian Male
Mr. Brian Tibbs	African-American Male

Number of Complaints Received Last Year none (0) .

Statement of Non-Discrimination

Metro Government does not discriminate on the basis of race, color, national origin, gender, gender identity, sexual orientation, age, religion, creed or disability in admission to, access to, or operations of its programs, services, or activities. Discrimination against any person in recruitment, examination, appointment, training, promotion, retention, discipline or any other employment practices because of non-merit factors shall be prohibited.



METRO HUMAN RELATIONS COMMISSION TITLE VI PLAN 2016

1. AUTHORITY

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 Metro Human Relations Commission is committed to compliance with Title VI and all other laws that protect the rights, safety, dignity, and welfare of residents of Nashville and Davidson County.

Moreover, the Human Relations Commission is the agency designated to support Metropolitan Government’s system-wide compliance with the provisions of Title VI. Consequently, its internal and external responsibilities include:

- Assisting Metro Government’s Title VI Coordinators to ensure that all new and current employees and directors receive annual Title VI training and information;
- Ensuring that procedures are in place to provide for public notification of rights under Title VI, and that investigation procedures are implemented;
- Engaging necessary monitoring techniques to ensure departmental compliance;
- Other duties as necessary to ensure Title VI compliance.

Title VI Coordinating responsibility falls under the MHRC’s executive leadership. For information contact:

Melody Fowler-Green

Metro Human Relations Commission

404 James Robertson Parkway, Suite 130

Nashville, Tennessee 37219

Telephone: (615) 880-3374 | Facsimile: (615) 880-3373

Email: melody.fowler-green@nashville.gov

2. ORGANIZATIONAL MISSION & ENVIRONMENT

The Metro Human Relations Commission is charged with protecting and promoting the personal dignity of all people in Nashville and Davidson County by protecting and promoting their safety, health, security, peace, and general welfare. (Chapter 2.132.020) The commission endeavors to carry out this mission proactively and reactively by:

- Investigating complaints within the general services district regarding perceived discrimination;
- Reviewing allegations of discriminatory misconduct by metropolitan government employees, including but not limited to employees of the police department, fire department, health department, department of codes

administration, public works, metropolitan beer permit board, metropolitan development and housing agency and department of water and sewerage services, and fostering better relations between employees of metropolitan government and the people they seek to serve;

- Lessening and eliminating prejudice and discrimination through educational and awareness-enhancing programs designed to promote tolerance, respect, and the value of diversity;
- Proposing legislation addressing human relations issues in the general services district and enhancing the enforcement of statutes and ordinances that already exist; and
- Fostering mutual understanding, tolerance, and respect among all economic, social, religious, ethnic, and other community groups by working with existing educational, religious, governmental, social and community agencies.

3. TITLE VI INFORMATION AND DISSEMINATION

Title VI information posters will be publicly displayed in the MHRC office. Title VI coordinator contact information is available on the MHRC website along with additional resources related to Metro's nondiscrimination responsibilities.

The provisions of Title VI will be made known to MHRC employees and the board of Commissioners through training and the department's policy manual. During orientation, new employees shall be informed of the provisions of Title VI, and the MHRC's expectations for compliance.

4. SUBCONTRACTORS AND VENDORS

All subcontractors and vendors who receive payment from the MHRC where funding originates from any federal assistance, are subject to the provisions of Title VI of the Civil Rights Act of 1964 as amended. Any written contracts shall contain non-discrimination language, either directly or through the bid specification package which becomes an associated component of any contract.

5. RECORD KEEPING

The Title VI Coordinator will maintain records in compliance with Metro and federal records retention policies. These records include, but are not limited to, copies of Title VI complaints and related documentation, records of correspondence to and from complainants, and Title VI investigations.

6. TITLE VI COMPLAINT REVIEW PROCESS & PROCEDURES

MHRC will accept Title VI complaints from constituents with regard to any Metro services. An individual may file a complaint up to 180 days from the date of the alleged discrimination. The MHRC provides a complaint form on its website, and provides translation services in accordance with the LEP (Limited English Proficiency) requirements of Title VI.

Constituents may initiate a complaint in three ways:

- A. Submit a completed Title VI Complaint Form (Appendix A), by mail to Metro Human Relations Commission, 404 James Robertson Parkway, Suite 130, Nashville, Tennessee 37219, by facsimile to (615) 880-3373, or by email to mhrc@nashville.gov.
- B. Submit a Pre-Check form online at <http://www.nashville.gov/Human-Relations-Commission/Title-VI-in-Metro-Government/Filing-an-Inquiry-or-Complaint/Complaint-Pre-Check-Form.aspx>. If Commission staff determine through the pre-check that the complaint is within the protections of Title VI, the complainant will be assisted with filing a full completed complaint form.
- C. Call the MHRC Office at (615)880-3370.

NOTE: The Commission encourages complainants to certify any mail that is sent through the U.S. Postal Service. The signed original copy of any complaint submitted by fax or email must be mailed or delivered to the MHRC Title VI Coordinator as soon as possible, but no later than one hundred eighty (180) days from the alleged date of discrimination.

Minimally, all complaints should be submitted in writing and should include the following:

- Full Name;
- Mailing address;
- Best contact information (i.e., telephone number, email address, etc.);
- Facts related to the incident of perceived discrimination;
- The name and contact information of respondent(s); and
- Names and contact information of any witnesses.

What happens to the complaint after it is submitted?

- a. All complaints alleging discrimination based on race, color or national origin in a service or benefit provided by the MHRC or other entity will be directly addressed for investigation. Through its civil rights compliance functions, the MHRC shall provide appropriate assistance to complainants, including persons with disabilities, or who are limited in their ability to communicate in English.
- b. Acknowledgement of the complaint will be mailed or emailed within seven (7) days. Please note that in responding to any requests for additional information, a complainant's failure to provide the requested information may result in the administrative closure of the complaint.
- c. Upon determination that the complaint warrants an investigation, the complainant is sent a letter, including the name of the investigator/fact-finder, and is provided with his/her rights under Title VI and related statutes.
- d. The respondent is notified by mail that he/she has been named in a complaint and is provided with his/her rights under Title VI and related statutes. The

letter also includes the fact-finder's name and informs the respondent that he/she will be contacted for an interview.

- e. A letter or other official correspondence is sent to the appropriate manager and/or department head when the complainant(s) or respondent(s) are located in Metro Government.
- f. The investigator/fact-finder shall prepare a written plan, which includes but is not limited to:
 - Names of the complainant(s) and respondent(s);
 - Basis for the complaint;
 - Issues, events or circumstances that caused the person to believe that he/she has been discriminated against;
 - Information needed to address the issue;
 - Criteria, sources necessary to obtain the information;
 - Identification of key people;
 - Estimated investigation time line; and
 - Remedy sought by complainant(s).
- g. An investigation addresses only those issues relevant to the allegations in the complaint. Confidentiality will be maintained as much as possible. Interviews will be conducted to obtain facts and evidence regarding the allegations in the complaint. The investigator will ask questions to elicit information about aspects of the case about which witnesses can provide firsthand information. Interviews can be tape recorded with the interviewee's consent.
- h. Within 30 to 60 days of receipt of the complaint (if possible) the fact-finder prepares a written report and submits the report and supporting documentation to the MHRC Executive Director for review. After reviewing the file, the Executive Director makes a determination of "probable cause" or "no cause" and prepares a final decision letter in the matter.
- i. In the event the Executive Director finds the complaint is not substantiated, the complainant is also advised of his or her right to appeal, by providing additional information or seeking redress through another entity.
- j. A copy of the complaint and the investigation report will be kept on file in accordance with required record-retention procedures.

7. LIMITED ENGLISH PROFICIENCY

Individuals who do not speak English as their primary language and who have a limited ability to read, write, speak or understand English can be defined as Limited English Proficient (LEP). Executive Order (EO) 13166 - *Improving Access to Services for Persons with Limited English Proficiency* is directed at implementing the protections afforded by Title VI of the Civil Rights Act of 1964 and related regulations. It prohibits recipients of Federal financial assistance from discriminating based on national origin by failing to provide meaningful access to services to individuals who are LEP.

The Metro Human Relations Commission recognizes the increasing racial, ethnic, and linguistic diversity in the city and seeks to provide meaningful access to LEP residents through a plan guided by the Department of Justice's (DOJ) four-factor analysis. The four factors, DOJ allows publically-funded entities to consider are:

- a.** The number or proportion of LEP persons eligible to be served or likely to be encountered by a recipient of federal assistance
- b.** The frequency with which LEP individuals come into contact with the program or service
- c.** The nature and importance of the program, activity or service provided by the program to people's lives
- d.** The resources available to the grantee/recipient and the associated costs

What the provisions of the MHRC LEP plan?

- Use of Language Line to ensure appropriate translation for clients seeking services from the department;
- Publication and distribution of department brochures in Spanish, Kurdish, and Arabic;
- Publication and distribution of "Know Your Rights" brochures in Spanish and Arabic;
- Publication and distribution Title VI posters in Spanish; and
- Use of I-Speak cards.

8. FEDERAL FUNDING

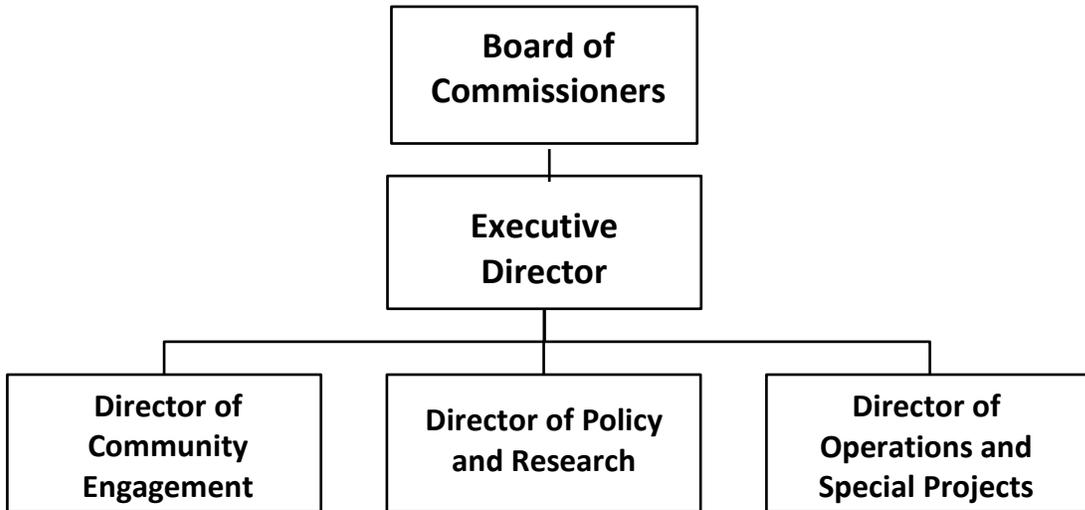
Currently, the MHRC receives no direct federal financial assistance from grants or other sources to achieve its goals and initiatives.

9. CONTRACTED PROGRAMS

Aside from rental agreements for event venues and services, the department currently holds no contracts with outside agencies in the delivery of its programs or services.

10. MINORITY PARTICIPATION ON THE BOARD OF COMMISSIONERS

The MHRC Board of Commissioners is composed of 17 members, nine of whom meet the criteria for racial/ethnic minority status. There is currently one vacancy on the board.



11. TITLE VI COMPLAINTS RECEIVED LAST YEAR (either directly or copied from another department): 11

12. DEPARTMENTAL NON-DISCRIMINATION STATEMENT:

The Metro Human Relations Commission does not discriminate on the basis of race, color, national origin, sex, gender identity, sexual orientation, age, religion, creed or disability in admission to, access to, or operations of its programs, services, or activities. Discrimination against any person in recruitment, examination, appointment, training, promotion, retention, discipline or any other employment practices because of non-merit factors shall be prohibited.



Metropolitan Government of Nashville Davidson County

METRO HUMAN RELATIONS COMMISSION

Parkway Tower

404 James Robertson Parkway, Suite 130

Nashville, TN 37219

Phone: (615) 880-3372 or (615) 880-3370 Fax: (615) 880-3373

www.nashville.gov/humanrelations

FILING A DISCRIMINATION COMPLAINT

The Metro Human Relations Commission is empowered by statute to investigate allegations of discrimination in housing, employment, Title VI and places of public accommodations. If you believe you have been discriminated against because of your race, color, gender, disability, national origin, religion, creed, familial status or age (40 and over) then you may file a complaint of discrimination. If the complaint is jurisdictional, the MHRC will investigate the matter. Complaints of discrimination must be filed with the Commission within 180 days of the alleged discriminatory act.

Please fill out this form completely to avoid any delay that could occur in the investigation of your charge. Please make certain that you following the guidelines below, which will assist the MHRC in serving you.

Print clearly

Answer all questions that apply to your circumstance

Sign and date the complaint form

Submit the original to the Metro Human Relations Commission

Keep a copy of the form for your own records

Contact the Commission if there is any change in your contact information

Title VI Notice

Title VI of the Civil Rights Act of 1964 (42 United States Code § 2000d) and Tennessee Code Annotated § 4- 21-904 provide that any entity receiving Federal financial assistance may not discriminate against their program beneficiaries or participants based on their race, color, or national origin. The Metro Human Relations Commission does not discriminate against any person based on race, color, national origin, gender, religion, disability, age, creed, familial status, or on any other basis legally prohibited by or protected by Federal or State law. Parties who wish to file a complaint against the Metro Human Relations Commission for violation of Title VI of the Civil Rights Act of 1964 under 42 U.S.C. § 2000d or under T.C.A. § 4-21-904 should direct such complaints to either the Metro Human Relations Commission, the Tennessee Human Rights Commission, the United States Department of Housing and Urban Development Office of Fair Housing and Equal Opportunity, or the United States Equal Employment Opportunity Commission.

DISCRIMINATION COMPLAINT
(DEPARTMENT USE ONLY)

MHRC #

THRC #

HUD#

EEOC#



Metropolitan Government of Nashville Davidson County

One City
for All
People

METRO HUMAN RELATIONS COMMISSION

Parkway Tower

404 James Robertson Parkway, Suite 130

Nashville, TN 37219

Phone: (615) 880-3372 or (615) 880-3370 Fax: (615) 880-3373

www.nashville.gov/humanrelations

1. TYPE OF COMPLAINT. Check which type of complaint you are filing:

EMPLOYMENT _____

HOUSING _____

PUBLIC ACCOMMODATION _____

TITLE VI _____

2. COMPLAINANT CONTACT INFORMATION. Provide your name and address.

NAME: _____

ADDRESS

TELEPHONE ()

CELL ()

APT No.

CITY

E-MAIL: _____

DATE OF BIRTH

COUNTY

STATE

ZIP

Provide the contact information of someone who can assist us in contacting you should we have difficulty in reaching you.

NAME

ADDRESS

TELEPHONE ()

CELL ()

CITY

STATE

ZIP

3. RESPONDENT CONTACT INFORMATION.

Provide the name of the entity (employer / housing provider/ business/agency) and address that you believe discriminated against you:

ENTITY

ADDRESS

TYPE OF BUSINESS

CITY

STATE

ZIP

(FOR EMPLOYMENT ONLY) NAME OF IMMEDIATE SUPERVISOR

TELEPHONE ()

COUNTY

4. WHEN DID THE DISCRIMINATORY ACT(S) OCCUR?

Most recent date of the alleged discriminatory act?

Is the alleged discriminatory act ongoing? YES

NO

IMPORTANT NOTICE:

To file in state court: For Employment, Housing and Public Accommodation Complaints:

You, as the Complainant, have the right to hire an attorney and file a civil lawsuit in the state court system, either Chancery or Circuit, at any time during the investigation of this complaint. If you choose this option, you must file suit within one (1) year after the alleged discriminatory practice ceases, and prior to any determination being made by the Metro Human Relations Commission (MHRC). Unlike federal law, state law does not toll the statute of limitations on your claim while your charge is being investigated and/or mediated by this agency. You are not required to file a complaint with the MHRC, nor do you need the MHRC's permission before you can file suit in Chancery or Circuit court. If you file a civil lawsuit in Chancery or Circuit court, then pursuant to state law, MHRC must administratively close its investigation of your complaint.

For Housing Complaints only:

If a federal law is involved, this agency will send the Department of Housing and Urban Development (HUD) a copy of our Notice of Determination. HUD will then mail the parties a Notice of Closure of this case. Notwithstanding the determination by HUD, the Fair Housing Act provides that the complainant may file a civil action in an appropriate court within two (2) years after the occurrence or termination of the alleged discriminatory housing practice. The computation of this two-year period does not include the time during which this administrative proceeding was pending.

For Employment Complaints only:

If a federal law is involved, this agency will send the Equal Employment Opportunity Commission (EEOC) a copy of our Notice of Determination. The EEOC will then mail the parties a Notice of Closure of this case and/or a Right to Sue in federal court. A lawsuit must be filed in an appropriate court within ninety (90) days of receipt of the EEOC Notice of Closure/Right to Sue.

For Title VI Complaints only:

An individual has the right to file an administrative complaint against any state department or agency (recipient), or sub recipient receiving Federal financial assistance.

By signing this complaint form, you are acknowledging that you have read and understand your rights as set forth above.

Declaration: *I declare under penalty of perjury that the foregoing information in my complaint is true and correct.*

Complainant Signature

Date

DATE RECEIVED:

WITNESSES. Please list any individuals that may have information that supports or clarifies your complaint. Include as much contact information as possible. *This list will not be provided to the Respondent(s) named in your complaint.*

1. Name _____
First Last
Address _____ Apt # _____ City _____ State _____ Zip _____
Phone Number (____) _____

2. Name _____
First Last
Address _____ Apt # _____ City _____ State _____ Zip _____
Phone Number (____) _____

3. Name _____
First Last
Address _____ Apt # _____ City _____ State _____ Zip _____
Phone Number (____) _____

4. Name _____
First Last
Address _____ Apt # _____ City _____ State _____ Zip _____
Phone Number (____) _____

5. Name _____
First Last
Address _____ Apt # _____ City _____ State _____ Zip _____
Phone Number (____) _____

6. Name _____
First Last
Address _____ Apt # _____ City _____ State _____ Zip _____
Phone Number (____) _____

OPTIONAL: For statistical and informational purposes only. Please select all that apply. What is your race/ethnicity?

ASIAN AMERICAN INDIAN OR ALASKA NATIVE BLACK PACIFIC ISLANDER WHITE

Are you of Hispanic, Latino, or Spanish origin? YES NO
If yes, please specify (I.E., MEXICAN, PUERTO RICAN, ETC.): _____

OTHER ORIGIN, SPECIFY: _____

How did you learn about the Metro Human Relations Commission?

Radio Newspaper Friend Other, specify _____

METRO HUMAN RESOURCES DEPARTMENT

Authority

The Title VI Coordinator is responsible for educating staff on 1) their responsibilities under Title VI, 2) how to inform clients of their rights under Title VI, 3) how to monitor for compliance with Title VI legislation and, 4) how to maintain and submit any required documentation for Title VI compliance.

Duties may include and may not be limited to the following:

- Conducting annual training for departmental personnel as required;
- Working in conjunction with the Metro Title VI Coordinator to ensure that all new employees to Human Resources receive Title VI training and information;
- Ensuring that procedures are in place to provide for public notification of rights under Title VI;
- Disseminating all Title VI resources, including posters and brochures, to departmental personnel as required;
- Maintaining Title VI complaint log and conducting any necessary investigations;
- Utilizing necessary monitoring techniques to ensure departmental compliance;
- Other duties as necessary to ensure Title VI compliance;

The Title VI Coordinator for the Metropolitan Government Human Resources Department is:

Les Bowron, Human Resources Analyst 3
404 James Robertson Parkway, Suite 1000
Nashville, TN 37219
615-862-6640
Email: les.bowron@nashville.gov

Organizational Environment

The mission of the Human Resources Department is to provide human resources business and benefits products to:

- Metropolitan Government employees and agencies so they can provide quality government services, and
- Metropolitan Government retirees so they can receive the benefits to which they are entitled.

Federal Funding in the Human Resources Department

The Metro Human Resources Department does not currently receive any federal funds.

Contracted Program Overview

The Metro Human Resources department uses the myriad of contracts with other parties to fulfill its day-to-day operational requirements associated with achieving its primary mission of providing quality government services and benefits. Metro Human Resources enters into contracts following Metro purchasing guidelines' and procedures, which includes the standard language for title VI requirements.

Minority Participation - Employee Benefit Board and Civil Service Commission:

Benefit Board Members

Ms. Veronica Frazier (Caucasian Female)
404 James Robertson Parkway, Suite 1000
Nashville TN 37219
Representing: Director - Human Resources

Dr. Christine Bradley (Caucasian Female)
07/21/2015 - 06/30/2018
4248 Jamesborough Place
Nashville, TN 37215

Dr. Stephanie Coursey Bailey (Black Female)
7/2/2013 – 6/30/2016
8340 River Road Pike
Nashville TN 37209

Mr. Charles D. Clariday (Caucasian Male)
06/19/2015 – 06/30/2018
1600 Holly Street
Nashville TN 37206
Representing: Elected by Fire Department

Mr. B. R. Hall, Sr. (Caucasian Male)
07/14/2015 – 06/30/2018
526 Donald Avenue
Goodlettsville TN 37072
Representing: Elected Retiree

Chief W. Todd Henry (Caucasian Male)
07/10/2012 – 12/31/2017
200 James Robertson Parkway
Nashville TN 37201
Representing: Elected by Police Department

Ms. Edna Jones (Caucasian Female)
07/01/2014 - 06/30/2017
740 South 5th Street
Nashville TN 37206
Representing: Elected by General Government

Mr. Richard M. Riebeling (Caucasian Male)
09/01/2011 - 08/31/2015
106 Metropolitan Courthouse
Nashville TN 37201
Representing: Finance Department

Mr. Jerry Hall (Caucasian Male)
04/09/2013 – 06/30/2016
730 Second Avenue South, 2nd Floor
Nashville TN 37210
Representing: Elected by General Government

Mr. G. Thomas Curtis (Caucasian Male)
07/1/2014 - 06/30/2017
3102 West End Avenue #600
Nashville TN 37203

Ms. Talia Lomax-O'dneal (Black Female)
10/01/2015
106 Metro Courthouse
Nashville, TN 37201
(615) 862-6151
Representing: Finance Director

Civil Service Commission Members

Ethan Link (Caucasian Male)
Commissioner
11/17/2015 - 03/31/2019

Steve Corbitt (Caucasian Male)
Vice Chairman
04/05/2016 - 03/31/2021

William H. Farmer (Caucasian Male)
Chairman
01/04/2000 - 03/31/2018

Joann North (White Female)

Commissioner
04/21/2015 - 03/31/2020

D. Billye Sanders (Black Female)
Commissioner
12/20/2005 - 03/31-2017

Number of Complaints Received Last Year: 0

Statement of Non-Discrimination

The Metropolitan Government of Nashville and Davidson County does not discriminate on the basis of age, race, sex, color, national origin, religion, or disability in admission to, access to, or operations of its programs, services, or activities. The Human Resources Department does not discriminate in its hiring or employment practices. The following person has been designated to handle questions, concerns, complaints, requests for accommodation, or requests for additional information regarding the Americans with Disabilities Act:

Department of Human Resources
404 James Robertson Parkway, Suite 1000
Nashville TN 37219
Phone: (615)862-6640
FAX: (615) 862-6654

The following has been designated as the Metro Title VI Coordinator to handle questions, concerns, complaints, or requests for additional information regarding Title VI of The Civil Rights Act:

Metro Human Relations Commission
404 Parkway Towers
First Floor
P.O. Box 196300
Nashville, Tennessee 37210
Telephone: (615)880-3391
Facsimile: (615)880-3373

Inquiries concerning non-discrimination policies other than ADA and Title VI compliance should be forwarded to:

Department of Human Resources
404 James Robertson Parkway, Suite 1000
Nashville TN 37219
Phone: (615) 862-6640

METROPOLITAN INFORMATION TECHNOLOGY SERVICES DEPARTMENT

Authority

The Title VI contact for Information Technology Services (ITS) Department is Cyndy Maddox 615-880-2573.

Organizational Environment

Information Technology Services Department's Vision Statement:

Deliver leading digital technologies that enable our citizens to thrive.

Information Technology Services Department's Mission Statement:

Work together to deliver exceptional technology solutions that improve the lives of the citizens of Davidson County through the Metropolitan Government entities we serve.

ITS Values

Community:	Serve the greater good
People:	Treat everyone with respect
Service:	Provide exceptional customer service
Collaboration:	Drive excellence through partnership
Innovation:	Embrace and enable progressive change

ITS Priorities

- Create value for customers through technology
- Maintain reliable shared infrastructure
- Secure and safeguard data and services
- Use technology and resources to build for the future

Federal Funding in the ITS Department

The ITS Department does not receive Federal Financial Assistance.

Contracted Program Overview

The ITS Department utilizes properly approved contracts to assist them to achieve their departmental vision, mission, values and priorities. Through these contractual agreements, and within budget standards the ITS department acquires services to support the Metropolitan Government of Nashville & Davidson County reach their objectives through technology.

Minority Participation on the Board/Commission

The ITS department does not have any active Boards or Commissions.

Number of Complaints Received Last Year.

The ITS department did not receive any Title VI complaints last year.

Statement of Non-Discrimination

The Metropolitan Government of Nashville and Davidson County does not discriminate on the basis of age, race, sex, color, national origin, religion, or disability in admission to, access to, or operations of its programs, services, or activities. The Human Resources Department does not discriminate in its hiring or employment practices.

The following office has been designated to handle questions, concerns, complaints, requests for accommodation, or requests for additional information regarding the Americans with Disabilities Act:

Human Resources

404 James Robertson Pkwy, Suite 1000

Nashville TN, 37219

Phone: (615) 862-6640

The following person has been designated as the Metro Title VI Coordinator to handle questions, concerns, complaints, or requests for additional information regarding Title VI of The Civil Rights Act:

Neal Darby, Jr.

Human Relations Commission

404 James Robertson Pkwy, Suite 130

Nashville, TN 37219

615-880-3372

Email: Neal.Darby@nashville.gov

Inquiries concerning non-discrimination policies other than ADA and Title VI compliance should be forwarded to:

Department of Human Resources

404 James Robertson Pkwy, Suite 1000

Nashville TN, 37219

Phone: (615) 862-6640

JUVENILE COURT OF NASHVILLE & DAVIDSON COUNTY

Title VI Implementation Plan – FY16

Authority

The Juvenile Court Title VI Coordinator role is a collateral duty of Probation Officer 3 Shelley Hudson, supervisor of the Juvenile Court's STAR Team (Statistics, Training, Analysis, & Resource), the division of the Court responsible for coordination of all Juvenile Court training. Probation Officer 2 Jessica Oldham with the STAR Team serves as the department's Title VI Co-Coordinator.

The responsibilities of the court's Title VI Coordinator include, but are not limited to, the following:

- Arrange for and/or conduct training for court personnel on Title VI – related rights and responsibilities and maintain a roster of trained employees.
- Develop and implement a plan for training of new court employees of Title VI issues.
- Function as a departmental resource on Title VI related matters.
- Insure that notices advising JJC visitors of their rights under Title VI are visibly posted in all public access areas of the Juvenile Justice Center facility and in community-based satellite probation office locations.

Organizational Environment

DEPARTMENT NAME	Juvenile Court
------------------------	----------------

DEPARTMENT MISSION	The mission of the Juvenile Court is to ensure that every child and family that come into contact with our court are met with justice, fairness, and hope; while providing "for the care, protection, and wholesome moral, mental and physical development of the children" as according to Tennessee Law.
---------------------------	--

Departmental Goals

Reduce delinquent offender recidivism and to maintain the effectiveness and capacity of all other court programs without interruption in the quality of service delivery.

- By the year 2017, reduce recidivism rates as evidenced by 90% of children on supervised probation will successfully complete their probation.

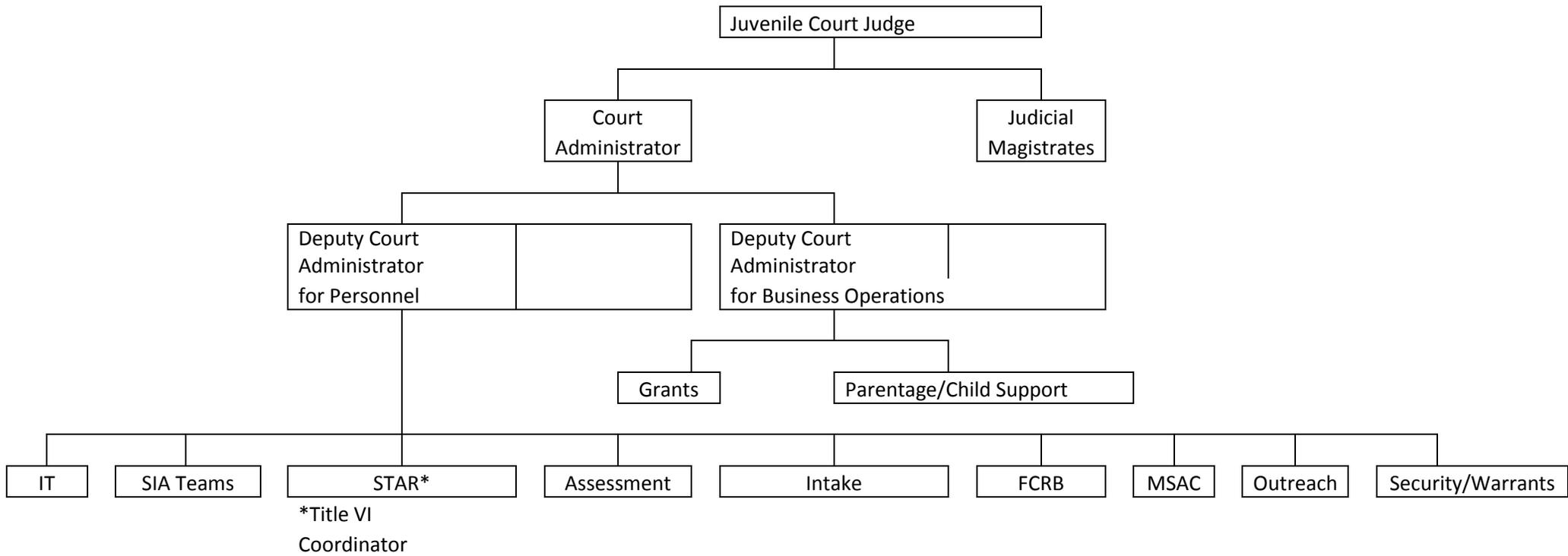
Reduction in the number of youth referred to Juvenile Court for delinquent and status offenses by developing active partnerships with community non-profit, faith-based, and other agencies to develop more effective and proactive intervention strategies.

- By the year 2017, reduce the number of youth referred to Juvenile Court for delinquent and status offenses as evidenced by 25% increase in active partnerships with community non-profit, faith-based and other agencies.

Increase compliance with child support order and reduce incarceration for contempt of court by adding probation officers who will provide intensive services to non-custodial parents through the child support problem solving courts.

- By the year 2017, reduce incarceration rates for non-payment of child support as evidenced by 30% increase in non-custodial parents who obtain employment so they can pay child support.

**JUVENILE COURT OF NASHVILLE & DAVIDSON COUNTY
ORGANIZATIONAL CHART**



FY16 Federal Funding in the Juvenile Court

Child Support Enforcement, Title IV-D

The Child Support Enforcement Grant provides the Juvenile Court with a combined total of sixteen judicial staff, enforcement personnel, and support staff to enforce the federal child support program for persons who have never been married. These federal funds are passed through to the Juvenile Court via a grant from the Tennessee Department of Human Services.

Contracted Program Overview

Juvenile Court utilizes contracted services as needed to facilitate the efficient operation of its activities. All current contracted services were secured pursuant to Metro Purchasing requirements following either the Invitation to Bid (ITB) or Request for Proposals (RFP) process. The most significant contract for Juvenile Court is with Youth Opportunity Investments (YOI) for the operation of the Juvenile Detention facility, with an approximate value of \$3,500,000 annually. This contract began on July 1, 2015.

Minority Participation on the Board/Commission N/A

Number of Complaints Received Last Year None

Significant FY16 Title VI – Related Accomplishments

The Court has fulfilled 1,192 requests for interpreter services for 30 different spoken languages or dialects plus American Sign Language.

The Court maintains a designated a central administration contact for all interpreter requests for all court hearings and other court activities. The designated contact processes interpreter requests from all court-related sources and arranges for appropriate language certified interpreter services for the requested court dockets. The designated contact additionally maintains a roster of certified interpreters and processes court orders and fee claim paperwork submitted by interpreters to insure payment for these services from the appropriate funding source.

An Interpreter Request Form integrated into the Court's Juvenile Information Management System (JIMS) was developed in FY13 and continues to be utilized by Juvenile Court and Juvenile Court Clerk staff. The integration – which connects the interpreter request to the court's information and docketing database system - significantly increases the efficiency of the process of insuring needed interpreter services are provided and significantly enhances the tracking of cases where the need for interpreter services for specific non-English speaking individuals has been previously identified.

The Court has scheduled their annual staff Title VI training event for June 10, 2016.

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY



DAVID A. SMITH
JUVENILE COURT CLERK

JUVENILE JUSTICE CENTER
100 WOODLAND STREET
NASHVILLE, TENNESSEE 37213
(615) 862-7980

Title VI Implementation Plan 2014-2015 of the Nashville Davidson County Juvenile Court Clerk's Office

Mission Statement

It is the mission of the Juvenile Court Clerk's Office to provide those persons, utilizing the services of the Juvenile Justice System, with the highest level of efficient and courteous service, in a manner which is fiscally responsible to all citizens of Metropolitan Nashville.

Overview

The role of the Juvenile Court Clerk's office is to provide support to the Juvenile Court in several different areas including but not limited to staff in the Courtroom, the filing of all documents with the Court, and the collection of all fees, fines, court costs and restitution owed to the court. The Juvenile Court Clerk is an independent elected officeholder whose primary duty is record keeper for the Juvenile Court. The Clerk currently employs 29 Deputy Clerks who carry out the functions of the office. The racial/gender/national origin of the staff is as follows: 12 of the 30 staff members are African-American which represents 40% of the staff; 2 out of 30 are Hispanic, which represents 6% of the staff and 16 members of the staff are Caucasian. There are 23 female and 7 male members of the staff. The agency has a written non-discrimination policy for hiring its' employees.

Limited English Proficiency

The Department follows the Juvenile Court's procedure in providing interpreters for those persons who have limited English speaking skills while in court. The Clerk's office has hired 2 Hispanic employees to assist with parties and customers whose primary language is Spanish. Also, all of the agency's forms are available in Spanish, since the majority of those persons who utilize the services of the court, whose English is limited, speak Spanish. However, interpreter services are provided for other languages too.

Compliance Review

The Department does not have any subrecipients.

Title VI Training

The Department will be implementing Title VI training for all of its employees in this fiscal year.

Public Notice and Outreach

The Department will continue to ensure all relevant postings of Title VI material is prominently posted for staff and public view. Also, this agency does not have any related boards or commissions.

Federal Dollars received

In fiscal year 2014-2015, the agency had a budget of \$1,574,500 of which \$225,341 were federal funds. This represented 14% of the agency's budget for the year. These funds came from federal money set aside for Child Support Enforcement under the federal IV-D law. The agency received these funds as a pass through from the Tennessee Department of Human Services.

Evaluation Procedures

The agency has an appointed Title VI coordinator who attends all meetings for the office. This person reports all Title VI activities to the Director of Operations for the agency who in turn reports to the elected Juvenile Court Clerk.

METROPOLITAN ACTION COMMISSION

Authority

Cynthia Croom, Executive Director

Organizational Environment

Mission Statement – “Community Action changes people’s lives, embodies the spirit of hope, improves communities, and makes Nashville and Davidson County a better place to live. We care about the entire community and we are dedicated to helping people help themselves and each other.”

Federal Funding

METROPOLITAN ACTION COMMISSION

P	Summer Food Services Program 15-16	U.S. DEPARTMENT OF AGRICULTURE through the TN DEPT. OF HUMAN SERVICES	\$791,399
P	Child & Adult Care Food Program (10/1/15-9/30/16)	U.S. DEPARTMENT OF AGRICULTURE through the TN DEPT.OF HUMAN SERVICES	\$915,000
P	Community Services Block Grant 15-16	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES through the TN DEPT. OF HUMAN SERVICES	\$1,745,400
P	Low Income Home Energy Assistance Program (10/1/15-9/30/16)	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES through the TN HOUSING DEVELOPMENT AGENCY	\$4,116,429.67
D	Head Start 15-16	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	\$12,417,540

TOTAL METRO ACTION \$19,985.768.67

Minority Participation on the Board/Commission: 9 board members = 52%

Number of Complaints Received Last Year 0.

Please include your department’s non-discrimination statement

Administrators and supervisors in the Metropolitan Action Commission shall comply with all laws, regulations and guidelines governing various forms of discrimination.

May 17, 2016

Metropolitan's Clerk's Office
1 Public Square, Suite 205
Nashville, Tennessee 37201
Telephone number: 615-862-6770
Website: <http://www.nashville.gov/Metro-Clerk.aspx>

Compliance Report
Title VI, Civil Rights Act of 1964

Authority

The Metropolitan Clerk has the responsibility for Title VI compliance for the Metropolitan Clerk's Office. Shannon B. Hall, Metropolitan Clerk, can be reached by phone at 615-862-6770 or by email at shannon.hall@nashville.gov for more information.

Policy

It is the policy of the Metropolitan Clerk's Office to spend no public funds which might encourage, support, or result in discrimination, either actual or perceived.

Organizational environment

The mission of the Metropolitan Clerk's Office is to efficiently and effectively serve as the recordkeeping office for Metropolitan Government for all documents relating to official actions of all Metro Departments and the Metropolitan Government. These duties include the recording and safekeeping of agendas, minutes, rosters, and legislation of the Metropolitan Council and to provide public access as well as protection for these permanent official records. The Clerk's Office also administers Lobbyist Registration and Reporting and the Commercial Solicitation Permits programs for Nashville and Davidson County. The Records Management Center is part of the Clerk's Office which assists departments with the storage and destruction of their records.

Federal Funding

There are no grants administered by the Metropolitan Clerk's Office.

Contracted Program Overview

The Metropolitan Clerk's Office works strictly within the guidelines and directives of the Metropolitan Division of Purchases and its Small and Minority Business Office to assure adherence to all laws and requirements related to Title VI.

The three contracts administered by the Metropolitan Clerk's Office, as itemized on an attachment hereto, include two local large business contractors and one out-of-state contractor. Each of the contracts is entered with the purpose of achieving departmental goals and initiatives.

CONTRACTS ADMINISTERED BY METROPOLITAN CLERK'S OFFICE

RICHARDS & RICHARDS

-Secure records destruction services

-Local large business contractor

MAC PAPERS (formerly BOXES, ETC.)

-Records storage box supplier

-Local large business contractor

SOE/SCYTL

-Legislative voting and management system

-Out-of-state contractor



417 FOURTH AVENUE NORTH, NASHVILLE, TENNESSEE 37201
WEB: <http://www.nashvilleauditorium.com>
EMAIL: bob.skoney@nashville.gov
(615) 862-6390 ext. 223 (VOICE) (615) 862-6394 (FAX)

April 25, 2016

2016 Title VI Report

- **Department Name and Authority:**
Nashville Municipal Auditorium under the direction of the Metropolitan Auditorium Commission
- **Organizational Environment:**
The mission of the Nashville Municipal Auditorium is to provide multipurpose venue and event coordination products to the citizens of Nashville so that they can experience a positive economic impact through a variety of public and private events.
- **Federal funding:**
No federal funding.
- **Contracted Program overview:**
No contracted programs.
- **Minority Participation on the Board/Commission:**
1 black female
1 black male
- **Number of Title VI Complaints Received last year:**
None
- **Statement of Non-discrimination:**
The Nashville Municipal Auditorium does not discriminate on the basis of age, race, sex, color, national origin, religion, or disability in admission to, access to, or operations of its programs, services, or activities.

CONVENTION CENTER AUTHORITY

Authority

Details about the Title VI Coordinator responsibility and where it lies organizationally as well as the name and contact information of the coordinator.

Erin Hampton, Vice President of Human Resources
Convention Center Authority
erin.hampton@nashvillemcc.com

Organizational Environment

Please include your department's mission statement and strategic goals from your results matters plan (if they have been developed). Also please send an organizational chart that highlights the Title VI coordinators position. Workforce demographic information for your department is already attached below.

a) Convention Center Authority Mission Statement:

The mission of the Music City Center is to create significant economic benefits for the citizens of the greater Nashville region by attracting local and national events while focusing on community inclusion, sustainability and exceptional customer service delivered by our talented team members.

b) Convention Center Authority Organizational Chart (see attached)

Federal Funding in the Convention Center Authority –Detail as to how the department uses Federal Financial Assistance to achieve departmental goals and initiatives as well as a listing of all of the department's grants, their value, and a description.

N/A. This department does not receive federal funds.

Contracted Program Overview

Detail as to how the department uses Contracts it enters into with other parties to achieve departmental goals and initiatives as well as a listing of all of the department's contracts, the contractor, and a description: **(See below)**

Contractor	Description
Allied Waste	Refuse Disposal
Amano McGann	Parking Equipment and Software
American Paper & Twine	Janitorial Supplies
AT&T	Neutral Host Distributed Antenna System
Athens Paper	Paper Supplies
ATT Uverse	Cable TV
Baker Roofing	Roof
Batteries Plus	The Award Center
Blink Marketing	Promo Items
Blink Marketing	Promotional Items and Amenities
Bone McAllester Norton	Legal Services

Carpet Contract Sales	Carpet Storage Facility
Centerplate	Food and Beverage
Coca Cola	Pouring Rights
Convention Production Rigging	Rigging
Convention Production Rigging, Inc.	Rigging
Cooks Pest Control, Inc.	Pest Control
Coyne Textile Services	Uniform Rental
Crawford Door Sales of Nashville, Inc.	Operable Walls
Credo Management Consulting	Meeting Facilitator
Cummings Crosspoint	Generators
Cushion Employer Services	Compensation and Benefits
Elite Show Services	Provide Event Security
Ferrell Gas	Propane Services
First Tennessee Bank	ATM's
Grainger	Commercial and Industrial Supplies
Greenrise	Green Roof
Industrial Staffing	Temporary Labor
Industrial Staffing of Tennessee	Provide Supplemental Labor for Housekeeping
Janus Displays	Janus System Maintenance
Johnson Controls	Provides building automation
Johnson Controls	Panoptix
Johnson Controls	HVAC
Kone	NCC Elevator/Escalator
KPMG	Will provide Audits for the MCC
Lee Company (Metro Contract)	Lee Company
Lightwave Solar	Solar Panels
Llovet Filtration	Llovet Filtration
LMG, Inc.	Audio Visual & Production
Loomis Armored US, Inc.	Armored Car Services
MCN Interactive	Website Development
Med-Star Medical Staffing	Emergency Medical Services
My Office Products	Office Supplies
Nashville Machine	Elevator/Escalator Service
Pierremont Media Group	Provide Audio Visual Maintenance for building sound system and audio systems
Plants Alive	Interior Landscaping
Presidio	Software Maintenance
Presidio	Wired/Wireless Infrastructure

Reed Landscaping	Exterior Landscaping
Ricoh	Printing
Select Vending	Vending Machines
Sherwin Williams	Paint
Simplex Grinnell	Closed Circuit TV
Simplex Grinnell	CCTV
Simplex Grinnell	Fire Alarm
Simplex Grinnell	Access Control
The Compost Company	Composting Services
The UPS Store	Business Service Center
Town Park Ltd., d/b/a Town Park Corporation	Valet Parking
Williams Wholesale Supply of Nashville	Lamps

Minority Participation on the Board/Commission: (See Below)

CCA Members	White Males	African American Males	Other Males
<u>Males</u>			
Marty Dickens	x		
William E. "Willie" McDonald	x		
Luke Simons	x		
Randy Goodman	x		
	4		

CCA Members	White Females	African American Females	Other Females
<u>Females</u>			
Irwin E. Fisher	x		
Vonda McDaniel		x	
Mona Lisa Warren	x		
Renata Soto			x
	2	1	1

Number of Complaints Received Last Year: None

Please include your department's non-discrimination statement (see below):

 *The Convention Center Authority does not discriminate on the basis of race, color, national origin, gender, gender identity, sexual orientation, age, religion, creed or disability in admission to, access to, or operations of its programs, services, or activities. Discrimination against any person in*

recruitment, examination, appointment, training, promotion, retention, discipline or any other employment practices because of non-merit factors shall be prohibited. Requests for ADA accommodation should be directed to the ADA Coordinator @ 401-1400.

Senior Leadership



President & CEO
Charles Starks

Executive Assistant
Melissa Corban

Senior VP & COO
Elisa Putman

Director of Engineering
Terry McConnell

Marketing & Public Relations Manager
Mary Brette Clippard

Vice President of Human Resources
Erin Hampton

Vice President of Sales
Brian Ivey

Director of Finance & Administration
Heidi Runion

Director of Purchasing/DBE
Jasmine Quattlebaum

Director of Food & Beverage
Doug Zimmerman

Director of Facilities
Dewayne Smith

Director of Security
Aaron Haviland

Director of Parking
Richard Wagner

Director of Technology
Eric Blouin

Director of Event Services
Chris Schappert

Director of Sales
Teri McAlister

OFFICE OF EMERGENCY MANAGEMENT

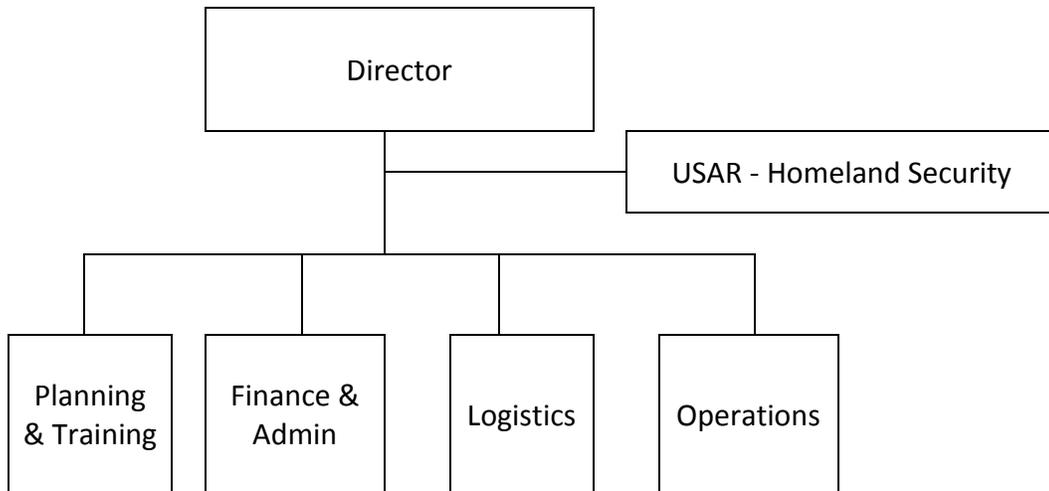
Authority

The Title VI coordinator for the Office of Emergency Management contact person is Jamie Summers Human Resources Manager 615-862-5242.

Organizational Environment

The mission of the Office of Emergency Management is to develop, coordinate, and lead the local emergency management program; enabling effective preparation for and efficient response to emergencies and disasters in order to save lives, reduce property loss, and stop human suffering.

OEM Organizational Chart



Federal Funding

The Office of Emergency Management has been awarded over \$400,000 in grants that are used to achieve the goals and initiatives as defined in the departmental mission statement. These resources are used to support the building, sustainment and delivery of core capabilities essential to the National Preparedness goal across the five mission areas of Prevention, Protection, Mitigation, Response and Recovery

Contracted Program Overview

N/A

Minority Participation on the Board/Commission: 0

Number of Complaints Received Last Year: 0

Statement of Non-Discrimination:

The Metropolitan Government of Nashville and Davidson County does not discriminate on the basis of age, race, sex, color, national origin, religion or disability in admission to, access to, or operations its programs, services, or activities.

METROPOLITAN BOARD OF PARKS AND RECREATION

Authority

The Title VI Coordinator's duty lies with staff in the Consolidated Maintenance Division and reports directly to the Assistant Director – Consolidated Maintenance, Parks and Recreation Department.

The Title VI Coordinator is responsible for educating staff on (1) their responsibilities under Title VI, (2) how to inform clients of their rights under Title VI, (3) how to monitor for compliance with Title VI legislation, and (4) how to maintain and submit any required documentation for Title VI compliance.

Duties may include and may not be limited to the following:

- Conducting annual training for departmental personnel as required;
- Working in conjunction with the Metro Title VI Coordinator to ensure that all new employees to Parks and Recreation receive Title VI training and information;
- Ensuring that procedures are in place to provide for public notification of rights under Title VI;
- Disseminating all Title VI resources, including posters and brochures, to departmental personnel as required;
- Maintaining Title VI complaint log and conducting any necessary investigations;
- Utilizing necessary monitoring techniques to ensure departmental compliance;
- Submitting annual Title VI plan to grantors in a timely manner; and
- Other duties as necessary to ensure Title VI compliance.

The Title VI Coordinator for the Metropolitan Government Board of Parks and Recreation is:

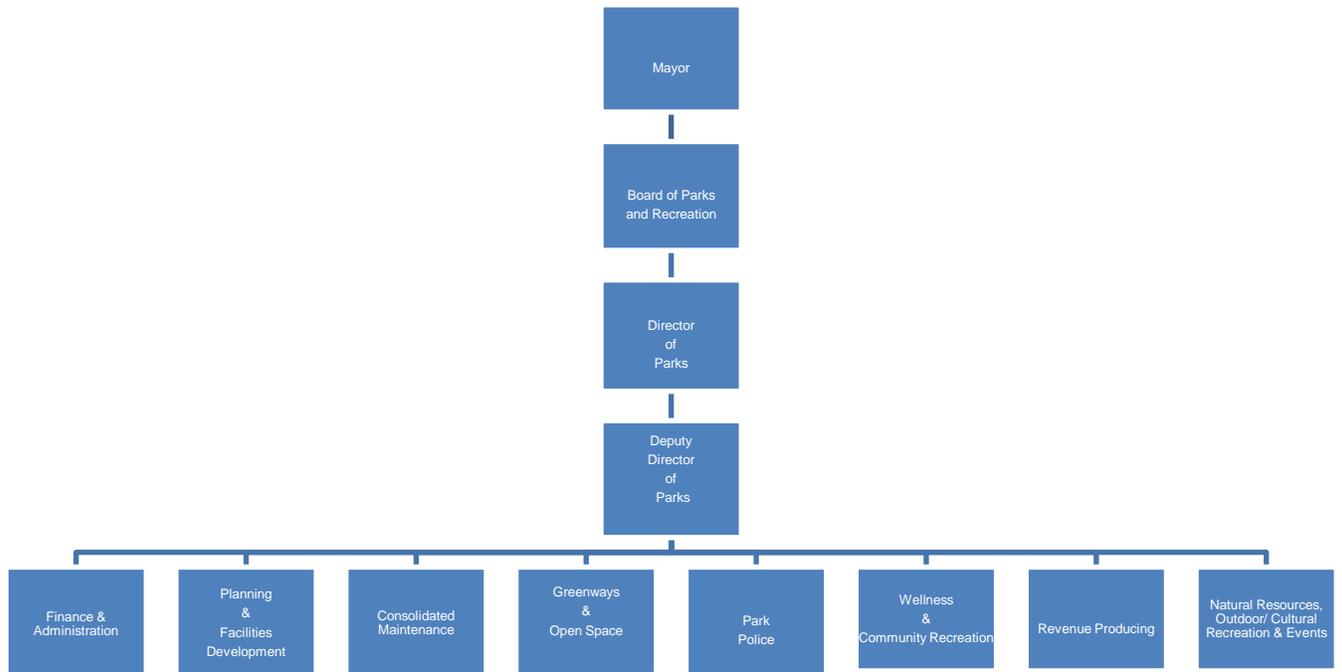
James A. Gray
Special Projects Manager
Centennial Park Office
Nashville, TN 37201
615-862-8400(v) 615-862-8414(f)
Email: james.gray@nashville.gov

Organizational Environment

It is the mission of the Metropolitan Board of Parks and Recreation to provide every citizen of Nashville and Davidson County with an equal opportunity for safe recreational and cultural activities within a network of parks and greenways that preserves and protects the region's natural resources.

Below is an organization chart for the Metropolitan Board of Parks and Recreation.

Organizational Structure Parks and Recreation



Federal Funding in the Metropolitan Parks and Recreation Department

The Parks and Recreation Department has several goals that are positively impacted through the use of Federal Financial Assistance. The first is the goal to develop public/private partnerships that will maximize current park programs and resources. The accomplishment of this goal would be evidenced by an increasing trend in the percentage of supplemental resources gained through partnerships. The supplemental resources anticipated to be received in the next fiscal year will come from the U.S. Department of Transportation and the National Institute of Health.

The second goal that is impacted by the receipt and use of federal grants is to increase promotion and awareness of all park programs, facilities and services to a growing and diverse population. The funds that are received from the agencies cited in the previous paragraph are used in ways such as building greenways and trails, and partnering with the Vanderbilt University Medical Center in a program aimed at stopping obesity in preschoolers, and improving health and wellness among families.

Contracted Program Overview

The Parks and Recreation Department uses the myriad of contracts with other parties to fulfill its day-to-day operational requirements associated with achieving its primary mission of providing every citizen of Nashville and Davidson County with an equal opportunity for safe recreational and cultural activities within a network of parks and greenways that preserves and protects the region's natural resources. Through these contractual agreements, the department acquires the needed operational and capital supplies, materials, and support to continue to provide recreational services and facilities to the residents and visitors of Metro Nashville.

Minority Participation on the 4 of 7 members (57.1%) Board/Commission.

Number of Complaints Received Last Year 0.

Statement of Non-Discrimination

The Metropolitan Government of Nashville and Davidson County does not discriminate on the basis of age, race, sex, color, national origin, religion, or disability in admission to, access to, or operations of its programs, services, or activities.

METROPOLITAN PLANNING DEPARTMENT

Authority

The Title VI Coordinator duty lies with staff in the Metropolitan Planning Commission. The Title VI Coordinator reports directly to the Administrative Services Officer III.

The Title VI Coordinator is responsible for implementing, monitoring, and ensuring compliance with Title VI regulations.

Duties may include and may not be limited to the following:

- Attend Title VI training
- Ensure all new and current employees attend/receive Title VI training
- Display Title VI posters and brochures
- Ensure all contracts, ads, and public notices have Title VI assurance language
- Monitor the ethnicity of those who receive contracts
- Maintain records of all Title VI complaints and information
- Develop LEP guidelines
- Know who to contact to get Title VI information and assistance

The Title VI Coordinator for the Metropolitan Planning Department is:

Josie L. Bass

Metropolitan Planning Department

Metro Office Building

P.O. Box 196300

800 2nd. Avenue South

Nashville, TN 37219-6300

615-862-7154 (v) 615-862-7209 (f)

Email: josie.bass@nashville.gov

Title VI Training

Employees

FY 2015-2016—New employees participated in the Civil Rights Online Title VI Program Training and received a certificate.

Attended 2016 Human Relations Title VI Annual Meeting

METROPOLITAN PLANNING COMMISSIONERS

COMMISSIONERS	RACE	TERM EXPIRES
James McLean, Chairman	Caucasian/Male	3/17
Greg Adkins, Vice Chairman	Caucasian/Male	3/18
Stewart Clifton	Caucasian/Male	3/17
Lillian Blackshear	African-American/Female	3/19
Jeff Haynes	Caucasian/Male	3/19
Brian Tibbs	African-American/Male	3/20
Brenda Diaz-Flores	Hispanic/Female	3/20
Jessica Farr	Caucasian/Female	3/18
Jennifer Hagan-Dier, Mayor Barry's Representative	Caucasian/Female	
Burkley Allen, Metro Council Representative	Caucasian/Female	
Emily Lamb, Legal	Caucasian/Female	

There were no Title VI complaints received for 2015-16 year.

Minority Participation on the Commission is: (4) Caucasian males, (1) African American male, (1) African American female, (4) Caucasian females and (1) Hispanic female

Metro Funded Contracts

The Metropolitan Planning Department currently receives funded contracts for services and commodity.

Contracted Overview

The Metropolitan Planning Department contracts for community outreach through NMotion (MTA) and to develop an inclusionary housing feasibility and policy study.

MPO Federal Funding Sources

Federal funding to the Metropolitan Planning Organization (MPO) falls into two major categories: (1) annual planning funds used for tasks in the Unified Planning Work Program, and (2) transportation project funds used for projects in the Transportation Improvements Program (TIP). *Unified Planning Work Program (UPWP)*

The Unified Planning Work Program (UPWP) is updated annually to provide citizens and stakeholders the necessary transparency to see about how federal transportation planning funds are being used by the MPO, local governments and transit agencies, and the Tennessee Department of Transportation in order to meet federal metropolitan planning requirements. The UPWP is developed by MPO staff in consultation with partner agencies and input from local citizens and stakeholders. It may be amended to account for changes in funding or project needs.

The MPO's current UPWP, adopted in August 2015, provides over \$4 million for planning activities in fiscal year 2016 between October 1, 2015 and September 30, 2016.

The Transportation Improvement Program (TIP) is a four-year work program that lists all regionally significant and federally-funded transportation projects and services in the MPO planning area. The program includes projects for all modes of surface transportation including highways and streets, public transportation, and walking and bicycling. Any project included in the TIP must be consistent with, or be selected from an approved Long Range Transportation Plan. Additionally, the TIP must be fiscally constrained by estimated revenues, or have funding mechanisms currently in place to pay for the anticipated work. Though the TIP is adopted only once every three or four years, it can be amended to account for changes in funding or project needs.

MPO Contracted Overview

The Unified Planning Work Program (UPWP) is updated annually to provide citizens and stakeholders the necessary transparency to see about how federal transportation planning funds are being used by the MPO, local governments and transit agencies, and the Tennessee Department of Transportation in order to meet federal metropolitan planning requirements. The UPWP is developed by MPO staff in consultation with partner agencies and input from local citizens and stakeholders. It may be amended to account for changes in funding or project needs.

Below are the composition of the MPO Executive Board, Technical Coordinating Committee, and Staff by Gender and Race.

Gender: F = Female, M = Male

Race: W = Caucasian, B = African American, H = Hispanic/Latino, A = Asian

FY 2016 MPO Executive Board

Name	Representing	Gender	Race/Ethnicity
The Honorable Regina Smithson	Brentwood	F	W
The Honorable Dean Dickey	Columbia	M	W
The Honorable Patti Carroll	Fairview	F	W
The Honorable Ken Moore	Franklin	M	W
The Honorable Paige Brown	Gallatin	F	W
Mr. Matt Von Lunen	GNRC	M	W
The Honorable John Coombs	Goodlettsville	M	W
The Honorable Bonnette Dawson	Greenbrier	F	W
The Honorable Scott Foster	Hendersonville	M	W
The Honorable Dennis Waldron	LaVergne	M	W
The Honorable Philip Craighead	Lebanon	M	W
The Honorable Charlie Norman	Maury County	M	W
The Honorable David Briley	Metro Nashville	M	W
The Honorable Megan Barry	Metro Nashville	F	W

The Honorable Timothy Lassiter	Millersville	M	W
The Honorable Ed Hagerty	Mt. Juliet	M	W
The Honorable Shane McFarland	Murfreesboro	M	W
The Honorable Jimmy Alexander	Nolensville	M	W
The Honorable Kenneth Wilber	Portland	M	W
The Honorable Ernest Burgess	Rutherford County	M	W
The Honorable Mary Esther Reed	Smyrna	F	W
The Honorable Billy Paul Carneal	Springfield	M	W
The Honorable Rick Graham	Spring Hill	M	W
The Honorable Bill Haslam	State of Tennessee	M	W
The Honorable Anthony Holt	Sumner County	M	W
The Honorable Michael Arnold	White House	M	W
The Honorable Rogers Anderson	Williamson County	M	W
The Honorable Randall Hutto	Wilson County	M	W
Ms. Pamela Kordenbrock	FHWA	F	W/H
Dr. Yvette Taylor	FTA	F	B

FY 2016 MPO Technical Coordinating Committee

Name	Representing	Gender	Race/Ethnicity
Mr. Mike Harris	Brentwood	M	W
Mr. Glenn Harper	Columbia	M	W
Mr. Wayne Hall	Fairview	M	W
Mr. Corbin Davis	FHWA	M	W
Mr. Jonathan Marston	Franklin	M	W
Ms. Elizabeth Martin	FTA	F	B
Mr. Bill McCord	Gallatin	M	W
Mr. Matt Von Lunen	GNRC	M	W
Mr. Addam McCormick	Goodlettsville	M	W
Mr. Phil Klober	Greenbrier	M	W
Mr. Fred Rogers	Hendersonville	M	W
Ms. Kristin Costanzo	LaVergne	F	W
Ms. Paul Corder	Lebanon	M	W
Mr. Brian Vick	Mauy County	M	W
Ms. Talia Lomax-O'Dneal	Metro Finance	F	B
Mr. John Finke	Metro Health Air	M	W

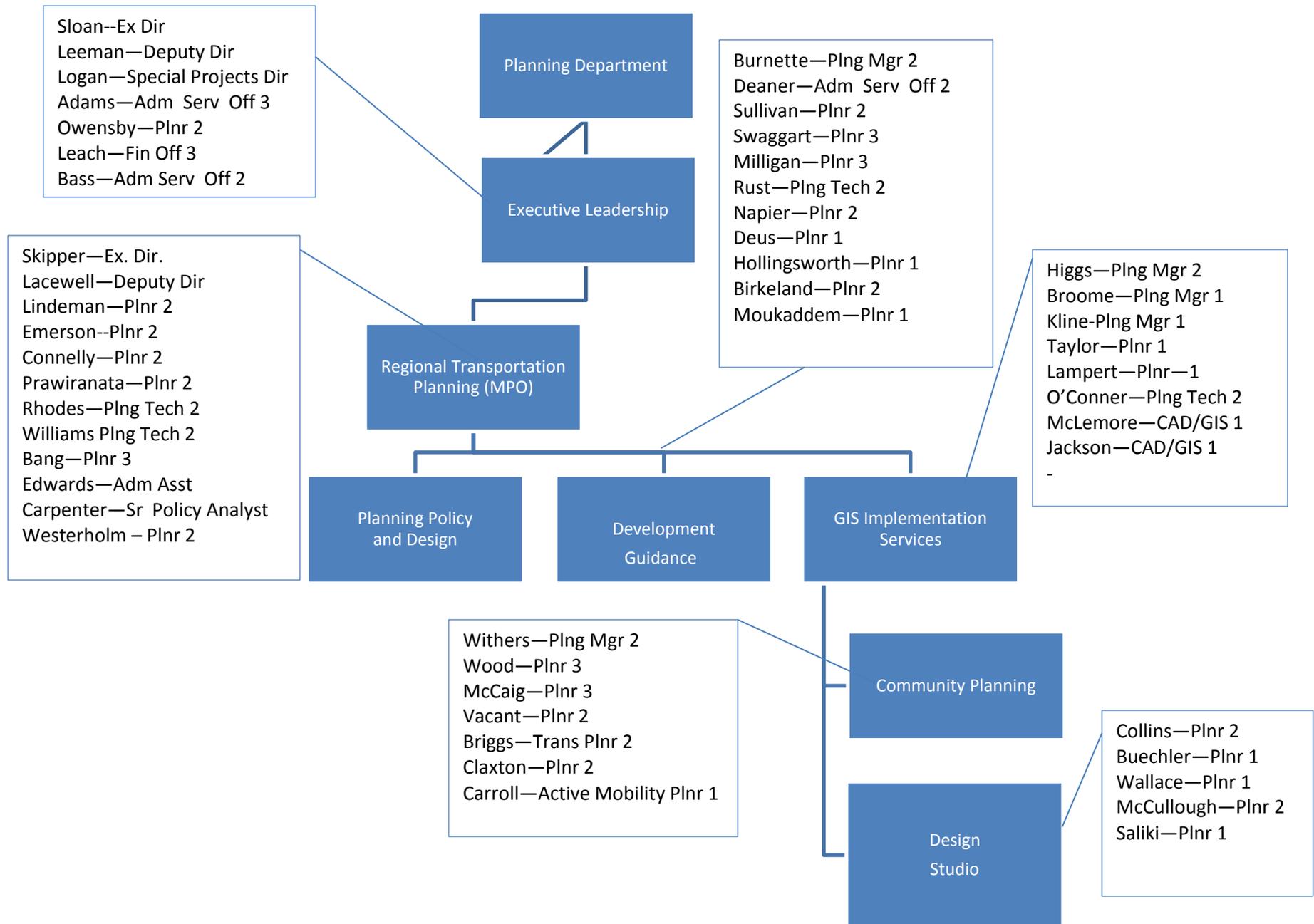
Mr. Doug Sloan	Metro Planning	M	W
Mr. Randy Lovett	Metro Pubic Works	M	W
Mr. Jonathon Cleghon	Metro Public Works	M	W
Ms. Caryn Miller	Millersville	F	W
Mr. Andy Barlow	Mt. Juliet	M	W
Mr. Felix Castrodad	MTA	M	H
Mr. Jim Kerr	Murfreesboro	M	W
Ms. Nellie Patton	Murfreesboro	F	B
Mr. Rob Wigington	Nashville Airport	M	W
Mr. Henry Laird	Nolensville	M	W
Ms. Denise Geminden	Portland	F	W
Ms. Billy Higgins	RTA	F	W
Mr. Doug Vann	Robertson County	M	W
Mr. Doug Demosi	Rutherford County	M	W
Mr. Kevin Rigsby	Smyrna	M	W
Mr. Dara Sanders	Spring Hill	F	W
Mr. Grant Green	Springfield	M	W
Mr. Rodney Joyner	Sumner County	M	W

Mr. Marc Corrigan	TDEC	M	W
Mr. K. B. Aboagye	TDOT	M	B
Ms. Liza Joffrion	TDOT	F	W
Mr. Paul Degges	TDOT	M	W
Mr. Larry McGoogin	TDOT	M	B
Ms. Debbie Henry	The TMA Group	F	W
Mr. Reed Hillen	White House	M	W
Mr. Joe Horne	Williamson County	M	W
Mr. Tom Brashear	Wilson County	M	W

FY 2016 MPO Staff

Name	Position	Gender	Race/Ethnicity
Mr. Michael Skipper	Executive Director	M	W
Ms. Michelle Lacewell	Deputy Director/ Communications Director/Title VI Coordinator	F	W
Ms. Lou Edwards	Office Manager	F	W
Mr. Peter Bang	Director of Technical Programs	M	A
Ms. Rochelle Carpenter	Senior Policy Analyst	F	W
Ms. Mary Connelly	Senior Planner	F	W

Ms. Anna Emerson	Senior Planner	F	W
Mr. Peter Westerholm	Planner II	M	W
Mr. Jeffrey Leach	Accountant	M	W
Mr. Nick Lindeman	Economic & Systems Data Analyst	M	W
Mr. Jonathon Wellemeyer	Intern	M	W
Mr. Hary(ono) Prawiranata	Senior Modeler	M	A
Mr. Wesley Rhodes	Policy Analyst	M	W
Mr. Sam Williams	GIS Analyst	M	W
Ms. Hannah Plummer	Intern	F	W



Planning Commission

Mission

The Planning Commission guides growth and development as Nashville and Davidson County evolve into a more socially, economically and environmentally sustainable community, with a commitment to the preservation of important assets, efficient use of public infrastructure, distinctive and diverse neighborhood character, free and open civic life, and choices in housing and transportation.

Planning Commission

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Planning Commission

Strategic Goals

- By December 2016 establish a comprehensive leadership culture, including advanced staff and community education, necessary to empower staff and community members with the information to make the informed decisions required to achieve a sustainable community development pattern and maintain and enhance the quality of life.
- By December 2016, revise land development policies and regulations for a minimum of 60% of the developable (non-maintenance or conservation) land within Davidson County to ensure new development and redevelopment results in sustainable, compact, mixed-use, walkable neighborhoods, designed to provide a unifying sense of place, actual housing and transportation choices, usable public space, and sound environmental stewardship through form-based coding and other techniques.
- By Fiscal Year 2016, develop a plan that fully integrates community and transportation planning in order to increase transit use, maximize the utilitarian functionality of pedestrian and bicycle networks through mixed use community development patterns that reduce trip lengths, and provides sustainable community and neighborhood development patterns.
- Over the next four years implement a planning program that increases decision makers', developers', and the general public's understanding of growth and preservation-related issues and results in comprehensively sustainable community and neighborhood plans by placing a basic premium on the critical importance of:
 - appropriate opportunities for context-responsive development throughout Davidson County, taking into consideration the level of intensity (rural, suburban, urban, Downtown), the availability of infrastructure and presence of natural and/or historic features
 - broadened awareness of the need to establish economic competitiveness in the 21st century economy and the tools necessary to accomplish this, to build the highest possible quality of life.
 - livable and walkable mixed-use neighborhoods with actual, functional and affordable transportation choices and housing opportunities that meet the needs of all residents, regardless of age, income, or family status
 - meaningful resident participation that identifies and preserves distinctive community character and contributes to a shared civic life
 - applying sustainable building and development practices as expected practice rather than as the option of last resort
- Over the next four years, increase the value of Metro's enterprise GIS by integrating GISs applications into a minimum of 5% more Metro Government lines of business over the previous fiscal year.

Planning Commission

Administrative Line of Business

The purpose of the Administrative Line of Business is to provide support services to the department so they can efficiently and effectively deliver results for customers.

Non-allocated Financial Transactions

Central adjustments related to internal service fees, pay adjustments, fringe benefits, non-programmatic changes and departmental “to be determined” budget reductions are reported here. These adjustments will be allocated to individual programs by the department in the upcoming fiscal year.

Planning Commission

Executive Leadership Line of Business

The purpose of the Executive Leadership Line of Business is to provide management and leadership services to the department and community by providing tools, information, education and guidance as to critical planning alternatives and options necessary to attain a sustainable community.

Executive Leadership Program

The purpose of the Executive Leadership Program is to provide management and leadership services to the department and community by providing tools, information, education and guidance as to critical planning alternatives and options necessary to attain a sustainable community.

Result Measures

- Reduction in Nashville's carbon footprint

Output Measures

- Actual annual carbon footprint calculation

Demand Measures

- Attainment of a carbon neutral footprint

NashvilleNext General Plan Program

The purpose of the Nashville Next General Plan program is to update Nashville/Davidson County's General Plan at the request of Mayor Karl Dean. The update process, Nashville Next, began in 2012 and will be completed in 2015. NashvilleNext will create a unified, county-wide vision for Nashville/Davidson County's future well-being and prosperity. The planning effort will involve unprecedented levels of community input from residents, regional partners and Nashvillians with expertise in topics that will impact Nashville's success in the future.

Result Measures

- Complete NashvilleNext planning effort and produce the General Plan Update document by the end of FY14/15

Planning Commission

GIS Information Services Line of Business

The Purpose of GIS Information Services Line of Business is to efficiently provide spatial data and information, applications and geographic analysis to Metro Departments/ Agencies, Elected Officials and the general public so they can have the critical information available to make decisions based on accurate data.

Geographic Data Maintenance Program

The purpose of the Geographic Data Maintenance Program is to provide accurate geographic and land information products to Planning Department staff, other Metro Departments and Agencies, and the public, so they can have timely and accurate property and zoning datasets that meet national standards (NSDI) to achieve their objectives and avoid duplication of effort.

Result Measures

- Percentage of property and zoning dataset entries made accurately on initial entry

Output Measures

- Number of property datasets entries

Demand Measures

- Number of property dataset entries expected to be required

GIS Services and Application Program

The purpose of GIS Services and Application Development Program is to efficiently provide spatial data and information, applications and geographic analysis to Metro Departments/Agencies, Elected Officials and the general public so they can have the critical information available to make decisions based on accurate data.

Result Measures

- Increase by 5% over the last fiscal year, the number of lines of business within Metro that are utilizing Metro's enterprise GIS in their workflow.

Output Measures

- Percentage of lines of businesses in Metro government served by Metro's enterprise GIS

Demand Measures

- Expected number of lines of businesses requesting access to GIS information or services

Planning Commission

Land Development Line of Business

The purpose of the Land Development Line of Business is to provide design expertise, professional planning advice, and policy and regulatory tools and techniques to decision-makers, developers and the general public so they can have the information and regulatory framework to implement and apply the principles of sustainable development consistent with the community's vision established in the General Plan.

Land Development Program

The purpose of the Land Development Program is to provide design expertise, professional planning advice, and policy and regulatory tools and techniques to decision-makers, developers and the general public so they can have the information and regulatory framework to implement and apply the principles of sustainable development consistent with the community's vision established in the General Plan.

Result Measures

- Percentage of total zoning change applications submitted that requested rezoning to an identified "smart growth" district

Output Measures

- Number of zone change applications received that requested rezoning to an identified "smart growth" district

Demand Measures

- Number of zone change applications recommended for approval by Planning Commission that requested rezoning to an identified "smart growth" district
- Number of zone change applications received that requested rezoning to an identified "smart growth" district

Planning Commission

Planning Policy and Design Line of Business

The purpose of the Planning Policy and Design Line of Business is to develop sustainable community and neighborhood plans and implementation strategies necessary to achieve comprehensive sustainable development.

Planning Policy and Design Program

The purpose of the Planning Policy and Design Program is to develop sustainable community and neighborhood plans and implementation strategies necessary to achieve comprehensive sustainable development.

Result Measures

- Percentage increase in land designated by policy as appropriate for "smart growth" projects

Output Measures

- Number of "smart growth project" opportunity areas identified and planned

Demand Measures

- Amount of land available for "smart growth projects"

Planning Commission

Regional Transportation Planning Line of Business

The purpose of the Regional Transportation Planning Line of Business is to provide short and long-term recommendations, budget, coordination, and educational advice to state, regional and local governments, so they can provide diverse and effective transportation options for their citizens.

Regional Transportation Planning Program

The purpose of the Regional Transportation Planning Program is to provide short and long-term recommendation, budget, coordination, and educational advice to state, regional and local governments, so they can provide diverse and effective transportation options for their citizens.

Result Measures

- Increase in the comprehensive mobility index

Output Measures

- The dollar amount of projects in the MPO's TIP located in congested corridors that offer alternatives to roadway widening

Demand Measures

- Number of candidate projects requested for inclusion in the MPO's TIP located in congested corridors that offer alternatives to roadway widening

Smart Growth America Program

not established

STP Active Mobility Program

not established

METROPOLITAN NASHVILLE POLICE DEPARTMENT

Authority

The Metropolitan Nashville Police Department's Title VI Coordinator responsibility lies with the Director, Human Resources Division. This individual reports directly to the Deputy Chief of Police for the Administrative Services Bureau.

The Title VI Coordinator is responsible for educating staff on 1) their responsibilities under Title VI, 2) how to inform clients of their rights under Title VI, 3) how to monitor for compliance with Title VI legislation and, 4) how to maintain and submit any required documentation for Title VI compliance.

Duties may include and may not be limited to the following:

- Conducting annual training for departmental personnel as required;
- Working in conjunction with the Metro Title VI Coordinator to ensure that all new employees of the Metropolitan Nashville Police Department receive Title VI training and information;
- Ensuring that procedures are in place to provide for public notification of rights under Title VI;
- Disseminating all Title VI resources, including posters and brochures, to departmental personnel as required;
- Maintaining Title VI complaint log and conducting any necessary investigations;
- Utilizing necessary monitoring techniques to ensure departmental compliance;
- Submitting annual Title VI plan to grantors in a timely manner;
- Other duties as necessary to ensure Title VI compliance;

The Title VI Coordinator for the Metropolitan Nashville Police Department is:

Suzanne Bibb Director, Human
Resources Division 200 James
Robertson Parkway Nashville, TN
37201 615-862-7351(p) 615-880-
2997(f)

Organizational Environment

Mission Statement

The Mission of the Metropolitan Nashville Police Department is to provide community-based police products to the public so they can experience a safe and peaceful Nashville.

Organizational Chart

A copy of the MNPD organizational chart is attached.



**Chief of Police
Steve Anderson**

Field Supervisor Division
Captain Gregory Blair
Captain Jason Starling

Fiscal Affairs Division
Mr. Samir Mehic

Public Information Office
Mr. Don Aaron

Professional Standards Division
Mrs. Kathy Morante

**Office of Professional
Accountability**

Legal Resources

**Strategic Development
Division**
Captain Mike Hagar

Administrative Services
Deputy Chief Damian J. Huggins

Behavioral Health Services
Dr. Carol Harp

Identification / Crime Lab
Captain Harmon Hunsicker

Support Services Division
Captain Rita Brockmann-Baker

**Safety and Inspections
Division**

**Property, Evidence and
Facilities Division**

Supply Section

Fleet Management

Human Resources
Mrs. Sue Bibb

Payroll Section

Personnel Section

Recruitment

Information & Technology Division
Mr. Richy Vaughn

Records Division
Captain Michelle Richter

Training Division
Captain Keith Stephens

Field Operations
Deputy Chief Brian Johnson

Executive Officer
Captain Kenneth Walburn

Park Police Division
Captain Chris Taylor

Special Events Coordinator
Lt. David Corman

**Secondary
Employment**

Special Operations Division
Captain Dhana Jones

**Emergency Contingency
Section**

Swat and Negotiation Unit

School Crossing Section

Tactical Operations Section

Traffic Section

Aviation
Canine

Patrol Precincts and Commanders

Central Precinct
Jason Reinbold

Patrol Section

**Precinct Investigations
Section**

East Precinct
David Imhof

Patrol Section

**Precinct Investigations
Section**

Hermitage Precinct
Michele Donegan

Patrol Section

**Precinct Investigations
Section**

Madison Precinct
Sebastian Gourdin

Patrol Section

**Precinct Investigations
Section**

Midtown Hills Precinct
Kay Lokey

Patrol Section

**Precinct Investigations
Section**

North Precinct
Terrence Graves

Patrol Section

**Precinct Investigations
Section**

South Precinct
Paul Trickey

Patrol Section

**Precinct Investigations
Section**

West Precinct
Marlene Pardue

Patrol Section

**Precinct Investigations
Section**

Investigative Services
Deputy Chief W. Todd Henry

Criminal Investigation Division
Captain Preston Brandimore

Personal Crimes

Property Crimes

Domestic Violence
Captain John Drake

Specialized Investigations
Captain Mike Alexander

Warrants
Captain Randy Hickerson

Youth Services
Captain Gordon Howey

METROPOLITAN PUBLIC DEFENDER

Authority

The Title VI Coordinator for the Public Defender's Office handle questions, concerns, complaints, or requests for additional information regarding Title VI of the Civil Rights Act. The Coordinator ensures the Office provides public notification of rights under Title VI, maintains a Title VI complaint log, and ensures that all complaints will be investigated thoroughly. The following person has been designated as this department's Title VI Coordinator:

Annette Crutchfield, Administrative Services Manager
Office of the Metropolitan Public Defender
404 James Robertson Parkway, Suite 2022
Nashville, TN 37219
Phone: 615-880-3711
Fax: 615-313-9352

Organizational Environment

Mission Statement – The mission of the Public Defender's Office is to provide zealous representation and to fight for equal justice for the indigent accused, in accordance with the United States Supreme Court mandate and the Metropolitan Government of Nashville and Davidson County Charter.

Strategic Goals:

Provide high quality effective legal representation to every client we serve.

Serve as a consistent champion in the criminal justice system and the city for fair, just and lawful treatment of the criminally accused.

Federal Funding

The Public Defender's Office currently does not receive federal funding.

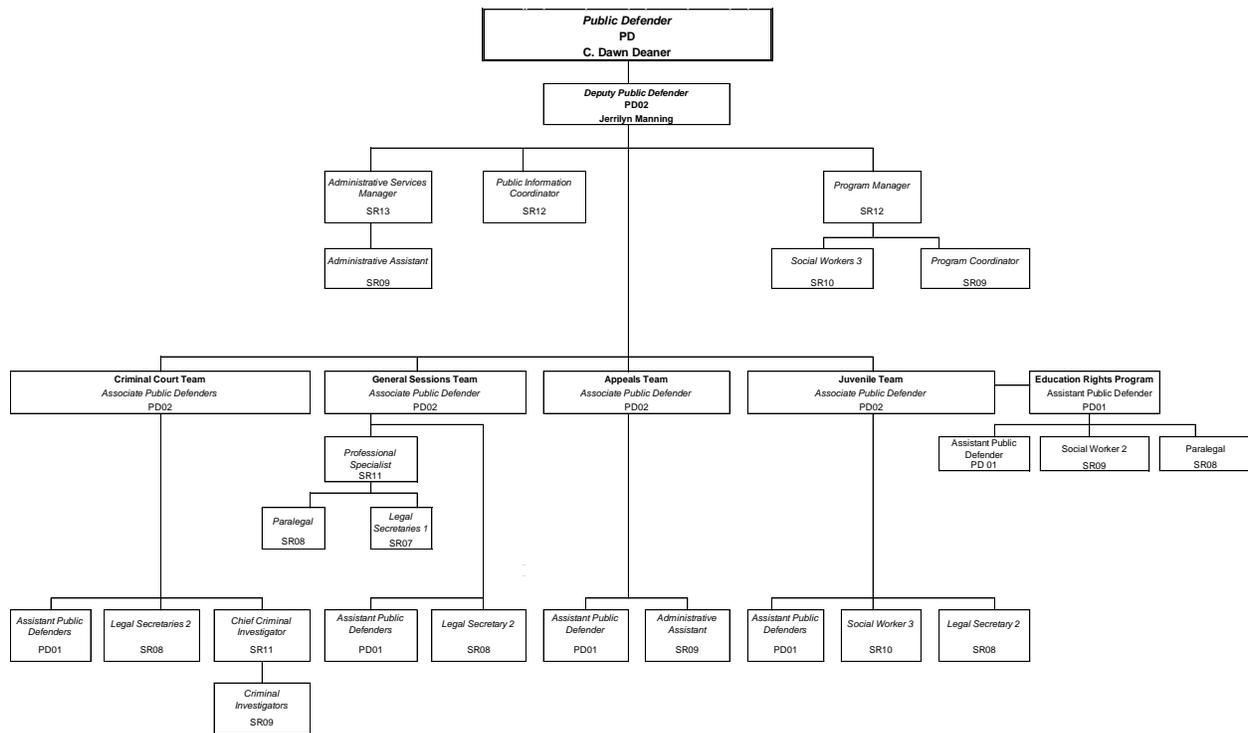
Contracted Program Overview

The Public Defender's Office has no contracted programs.

Organizational Chart

The Title VI Coordinator is a member of the Office Administrative Services group. See organizational chart included below.

Metropolitan Public Defender Organizational Chart



Minority Participation on the X Not applicable _____ Board/Commission.

Number of Complaints Received Last Year- 0

Submitted May 12, 2016

METROPOLITAN PUBLIC LIBRARY

Authority

The Nashville Public Library is governed by a 7 member board and is responsible to collect and make accessible to the public, printed, electronic, audiovisual, non-print, and broadcast information materials to facilitate the informal self-education of all persons, including the disabled; to enrich and further develop the knowledge of persons undertaking formal education; to encourage recreational reading and constructive use of leisure time; to support the cause of literacy; and to meet the day-to-day informational needs of all persons in the community.

The Library's Title VI Co-Coordinators are Associate Director for Administrative Services, Susan Drye and Library Human Resources Manager, Sherry Adams. Title VI responsibilities include compliance planning, monitoring, training and reporting as required by Metro and to various governmental grantors. Ms. Drye is one of 5 Library Associate Directors and her responsibilities include human resources, finance, facilities, delivery and security management for the library system. Her contact information is as follows:

Office- 880-2614

Cell – 418-0091

Email – susan.drye@nashville.gov

Ms. Adams is the Library Human Resource Manager. As such, she is responsible for all HR activities including investigating employee complaints of discrimination, harassment, etc. Ms. Adams' contact information is as follows:

Office – 862-5770

Email – sherry.adams@nashville.gov

Organizational Environment

See attached organizational chart.

DEPARTMENT MISSION

The mission of the Nashville Public Library is to inspire reading, advance learning and connect our Community.

Federal Funding in the Metropolitan Public Library Department

Listed below are various Federal grants received by the Public Library in FY 15-16:

PUBLIC LIBRARY

LSTA Library Services for Disadvantaged	INSTITUTE OF MUSEUM AND LIBRARY SERVICES	\$ 6,400.00
LSTA Library Services for Technology Svcs	INSTITUTE OF MUSEUM AND LIBRARY SERVICES	\$ 5,177.00
TOTAL	PUBLIC LIBRARY	\$11,577.00

Contracted Program Overview

Listed below are various contract used by the Public Library and a description of how they support our goals and programs

ADECCO – 19658 – Temp Services
AIMEDIA SOLUYIONS – 19317 – Web Design and Development
AMERICAN CONSTRUCTORS 18890 Design Build Construction of Goodlettsville Library
AMERICAN PAPER & TWINE 16254 Copy Paper
AMERICAN PAPER & TWINE Trash Bags
BATTERIES PLUS – 347950 – Batteries
BELFORE PROPERTY RESTORATION – 19611 – Emergency Remediation/Disaster Recovery Servies
CHILTON TURF CENTER 18111 Small Equipment Maintenance
COMMERCIAL COPY SERVICES 16008 Copy Machines
COOK’S PEST CONTROL - Pest Control
CINTAS CORPORATION - Rental of Mats
CMS UNIFORM 19346 Uniform Purchases
DELL ASAP SOFTWARE
GRAINGER INDUSTRIAL 341269 Various Industrial & Commercial Supplies
HOSSE & HOSSE SAFE & LOCK CO – 334752 – Lock & Key Service
HST CORPORATE INTERIORS, LLC – 19735 – Tennsco Shelving
KENNY PIPE – 350999 – Plumbing Supplies
MAC PAPERS, INC (Formerly Boxes, ETC. LLC) – 358788 - Boxes
MY OFFICE PRODUCTS – 353174 – Office Supplies
PROTECTION ONE SECURITY SOLUTIONS – 314661 - Monitoring Services
RAINS ELECTRIC 16228 Electrical
RICHARDS & RICHARDS OFFICE RECORDS MANAGEMENT, INC. - Provide secure document destruction services
RICOH USA – 309769 – Duplicating Machines
SIEMENS BUILDING TECH Maint Agreement Fire Alarm System
SOUTHEAST ELECTRIC 340210 Electrical
TRIGREEN EQUIPMENT 323740 Small Equipment Maintenance, Repair Parts
UNIQUE MANAGEMENT SERVICES INC 333012 Collection Services
VANGUARD ID SYSTEMS – 346336 – Library Cards w/Barcodes
WATSON LABEL – 315835 – Barcode Labels
WILLIAMS SUPPLY 18566 Electrical Lamps, Hardware & Related Items

Minority Participation on the Public Library Board

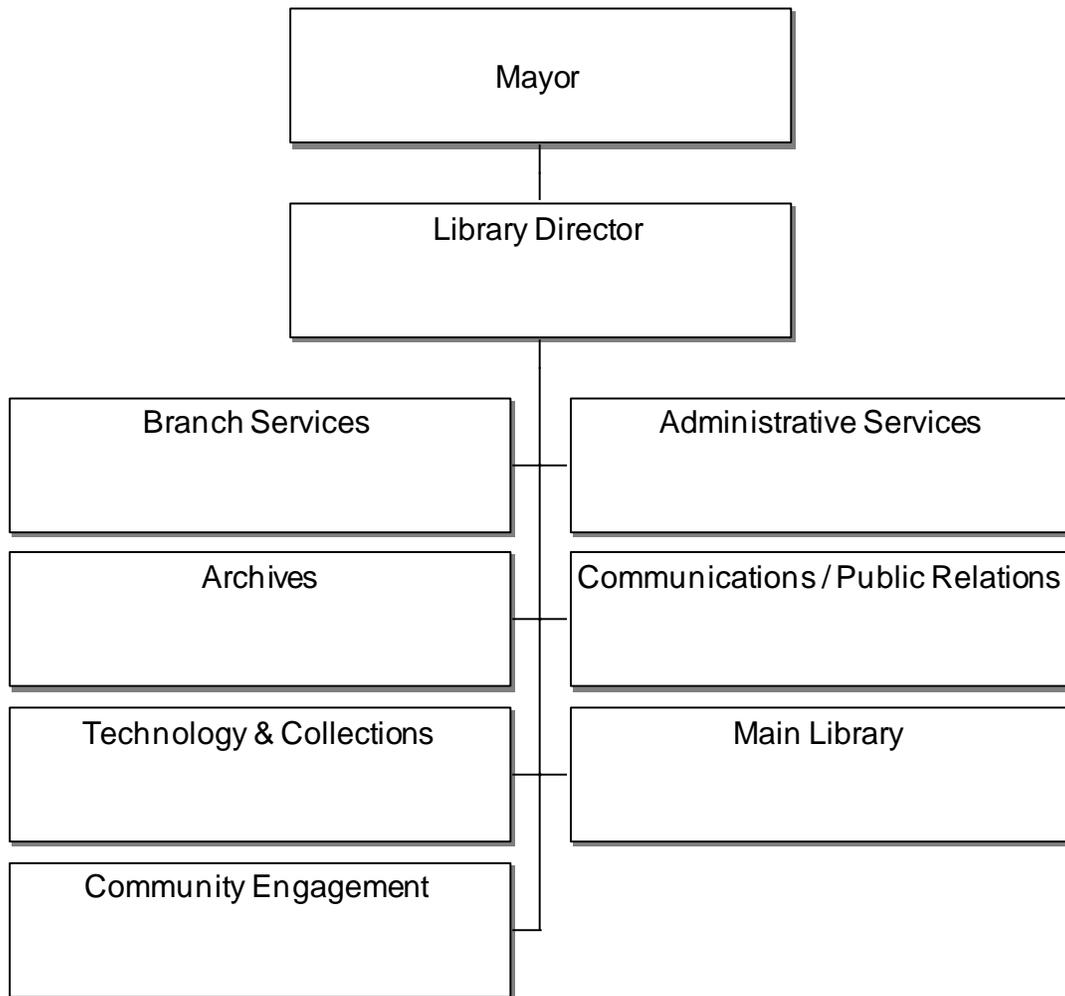
1 Asian Female
1 Black Female
1 Other Female
2 White Females
2 White Males

Number of Title VI Complaints Received Last Year - 0

Statement of Non-Discrimination

It is the policy of the Public Library that all persons shall have equal access to facilities and services regardless of race, color, national origin, sex, age, religion or handicap.

Nashville Public Library
Organizational Structure
FY 2015 – 2016



METROPOLITAN PUBLIC WORKS

Authority

Public Work's Title VI Coordinator is Yvonne Foote, Administrative Specialist. She reports to the Assistant Director of Finance and Administration. The Title VI responsibilities include compliance planning, monitoring, training and reporting to various governmental grantors and as required by Metro. Contact information for Ms. Foote is as follows:

Office: 615-862-8753

E-mail: Yvonne.foote@nashville.gov

Mission

The mission of Metro Nashville Public Works is to provide professional expertise, transportation, infrastructure and neighborhood environmental products to people who live, work, travel through, or play in Metro Nashville so they can experience clean neighborhoods, safe and efficient transportation.

Organizational Environment

(See attached organizational chart)

Federal Funding in the Public Works Department

The department has been awarded over \$26.4 million in Federal funds that are used to achieve the goals and initiatives as defined in the departmental mission statement. These resources are primarily applied to capital needs for bikeways, sidewalks, traffic signal systems, streets, roads, intersections and bridges.

Contracted Program Overview

The department utilizes contracts with various firms for professional services related to survey, design and construction monitoring of bikeways, sidewalks, traffic signal systems, streets, roads, intersections and bridges county-wide (GSD and USD) which include:

- Engineering, construction, maintenance and repair services for streets, roads, bridges, sidewalks and bikeways; this includes, but is not limited to, traffic signals, signs, pavement markings, and guardrails
- Implementation of FastTrac infrastructure development program including installation of new infrastructure and support systems
- Certain off-street parking facilities and also on-street parking operations and enforcement
- Recycling and disposal of solid waste
- Refuse collection, street cleaning, and street lighting for the Urban Services District (USD) area only
- Communications to general public about all of the above geared to enhance their mobility, safety and health within Davidson County.

These contracts are vital to the department in attaining its goals.

Minority Participation on the Solid Waste Regional Board –

11 Members

- 8 Caucasian
- 2 African-American
- 1 vacant position

Minority Participation on the Traffic and Parking Commission –

9 Members

- 5 Caucasian
- 4 African-American

Minority Participation on the Metropolitan Beautification and Environment Commission –

35 Members

- 20 Caucasian
- 7 African-American
- 8 Vacant

Minority Participation on the Tree Advisory Committee –

23 Members

- 21 Caucasian
- 2 African-American

Minority Participation on the Transportation Licensing Commission -

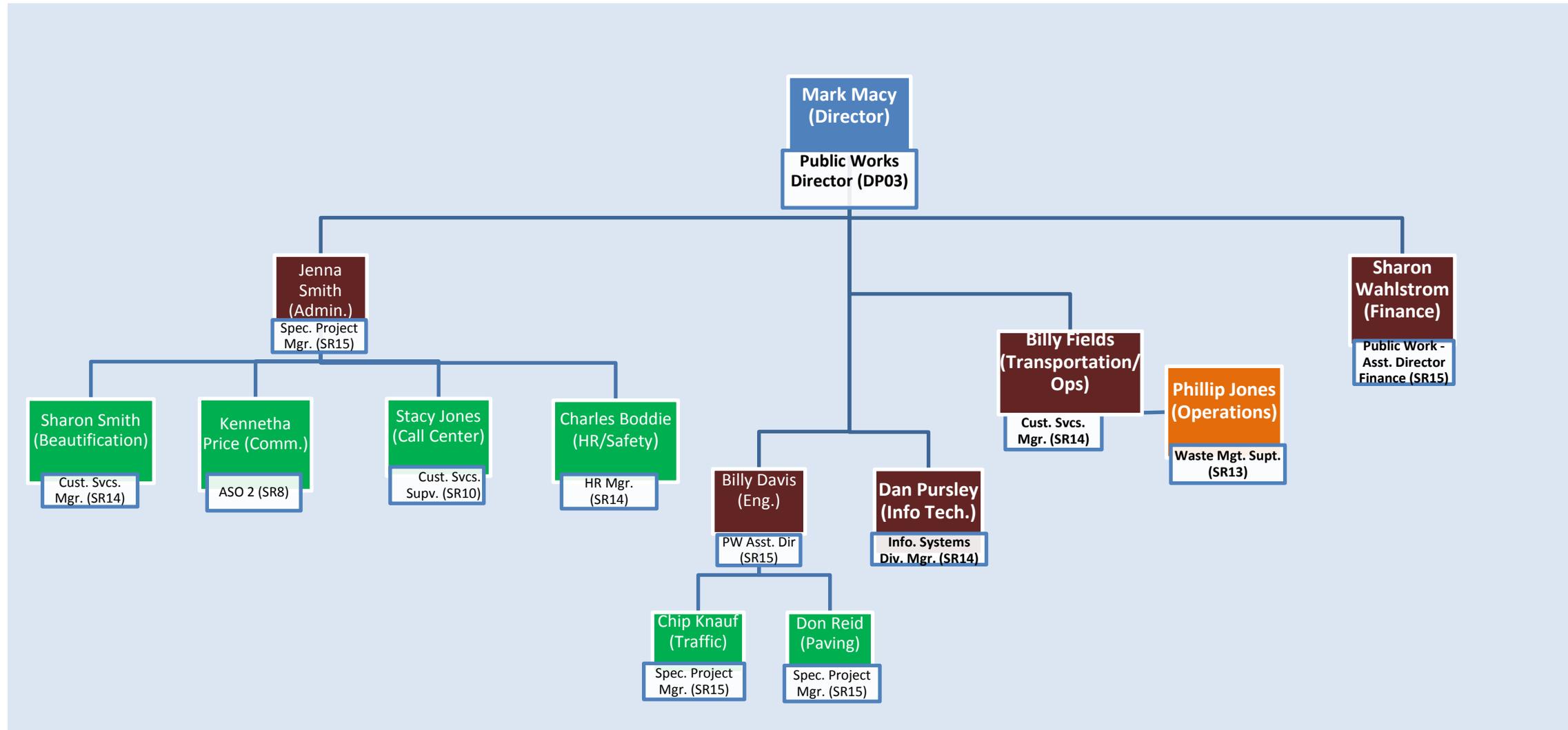
7 Members

- 5 Caucasian
- 1 African-American
- 1 Indian

Number of Complaints Received Last Year – None

Statement of Non-discrimination

In compliance with Title VI of the Civil Rights Act of 1964, Metro Public Works will ensure equal opportunity in all aspects of its programs and services without regard to race, color, or national origin.



Davidson County Sheriff's Office

May 19th, 2016

Authority

The Standard's Director serves as the Title VI coordinator for the Davidson County Sheriff's Office. The Title VI Coordinator reports to the Chief Deputy.

The Title VI coordinator is responsible for training and educating all employees annually under Title VI statement, and new employees as well as contract employees and customers.

The Title VI Coordinator for the Davidson County Sheriff's Office is:

Kim Waters
430 3rd Avenue North
Nashville, TN 37201
615-862-8276
Email: kwaters@dcsso.nashville.org

Organizational Environment

AGENCY MISSION

“As a law enforcement agency committed to public safety, we strive to be the leader in the field of corrections, service of civil process, and innovative community-based programs, emphasizing: Accountability, Diversity, Integrity, and Professionalism.”

AGENCY PURPOSE

The purpose of the Davidson County Sheriff's Office is to provide operation and oversight of county correctional facilities, service of civil process, and innovative community outreach projects to the residents of Davidson County so they can experience safer and stronger neighborhoods.

STRATEGIC GOALS

Goal One

To maintain Davidson County Sheriff's Office Correctional Facilities within their certified capacity, while continuing to provide programming and effective rehabilitative services. The taxpayer will experience lowered cost as evidenced by meeting or exceeding TCI, ACA, ICE, and PREA standards.

Also; providing programs like the SAAFE program that provides education and awareness, about drug and alcohol use, to children and adults in Davidson County.

Goal Two

The DCSO will continue to work and plan creative means to manage the appropriated funds while seeking alternative sources of revenue to offset the burden levied on Davidson County tax measures.

The Litter grant program offers an alternative to incarceration for individuals and saves the tax payers of Davidson County by not having to pay the housing cost for those individuals. This also allows the individuals to participate in community service programs which save on metro employee labor costs.

The Pretrial release program and Day Reporting Center accounted for 5,318 individuals that were not sentenced to incarceration (saving on tax payer housing costs), as well as insuring that those sentenced individuals pay for the supervision and treatment program courses themselves. While fulfilling their debt to society, they are also educated on preventative and coping practices through the treatment program.

TDOT Funding in the Davidson County Sheriff's Office

- Z16LIT019 Litter Grant 2015/2016 is used for community outreach to all Davidson County residents, regardless of race, color or national origin. This grant will expire 6/30/16.
- M5OT-16-02 SAAFE Grant 2015/2016 is used to provide education to children and adults about Alcohol and Drug Use. This grant will expire 9/30/16.

Contracted Program Overview

The Davidson County Sheriff's Office enters into contracts following Metro purchasing guidelines' and procedures, which includes the standard language for title VI requirements.

Minority Participation on the Board/Commission-N/A

Number of Complaints' Received Last Year-9. Number of Complaint's sustained-0. Number of complaint's pending-0.

METROPOLITAN SOCIAL SERVICES DEPARTMENT

Authority

It is the responsibility of the Title VI Coordinator to ensure, demonstrate and substantiate Title VI compliance, throughout the department, by means of training, accessibility and dissemination of information.

MSS Title VI Coordinator: Yuri L. Hancock
Human Resource Manager
(615) 862-6405

Organizational Environment

Mission Statement:

Metropolitan Social Services assesses and documents the patterns of poverty and seeks solutions that promote a positive impact on the most vulnerable people in Davidson County. (Organizational Chart Attached)

Federal Funding in the Metropolitan Social Services Department

The Senior Nutrition Program receives funding from the Area Agency on Aging and Disability of the Greater Nashville Regional Council, as well as Medicaid Waiver funding from the federal government through two Managed Care Providers (MCO). Additionally, the Metropolitan Homelessness Commission receives federal funding through the Metropolitan Development & Housing Agency (MDHA) as well as through the state. While our contracts are not with federal agencies, these funds originate at the federal level (Older Americans Act funding and Social Services Block Grant). The funding which is received from these grants and local funds are used to operate the programs.

The **Metropolitan Homelessness Commission** is a planning and coordination entity under the auspices of the Metro Social Services Board of Commissioners which focuses on collaborative efforts that support permanent housing solutions to end homelessness.

Positive Program Impacts include:

- **Socialization** - Permanent housing solutions are offered along with mainstream resources and available support services to increase socialization
- **Health** - Maintenance of a permanent healthy living environment

- **Independence** - Enhances the independence of the most vulnerable and chronically homeless individuals by investing in the ability to assist individuals on the path they choose for themselves, rather than in a particular program model that is selected for them
- **Stability and Safety** - Reduce the number of chronically homeless individuals by providing long-term permanent supportive housing solutions

The MSS **Nutrition Program** provides nutritious meals, through senior dining settings, home delivered meals, and nutritional liquid supplements to frail seniors and persons under 60 with disabilities and transportation to congregate meal sites.

Positive Program Impact

- **Socialization** – The program provides non-homebound seniors with the opportunity for activities and socialization, enhancing well-being and mental health. Congregate site participants interact with other participants, while homebound customers maintain regular communication with staff.
- **Independence** – By providing nutritional meals to homebound seniors/disabled persons, they have the opportunity to thrive at home (rather than in nursing homes)
- **Health/Nutrition** – Daily nutritious meals (including appropriate meals for those on special diets) are an important component for healthy living.
- **Family Assurance** – For caregivers or extended family members (who may be at work or live in other locations) they receive assurance that their senior/disabled person receives a daily nutritional meal and staff contact.

Contracted Program Overview

The department uses the funding from the contracts to enhance the capacity for providing services to the community. Without the federal funds, the department's level of services would be dramatically decreased. In addition to the contractual arrangement, the department works with the funding sources in various areas, including advocacy and service planning.

Department of Housing & Urban Development (HUD)/ Community Development Block Grant (CDBG)

Substance Abuse & Mental Health Services Agency (SAMSHA)

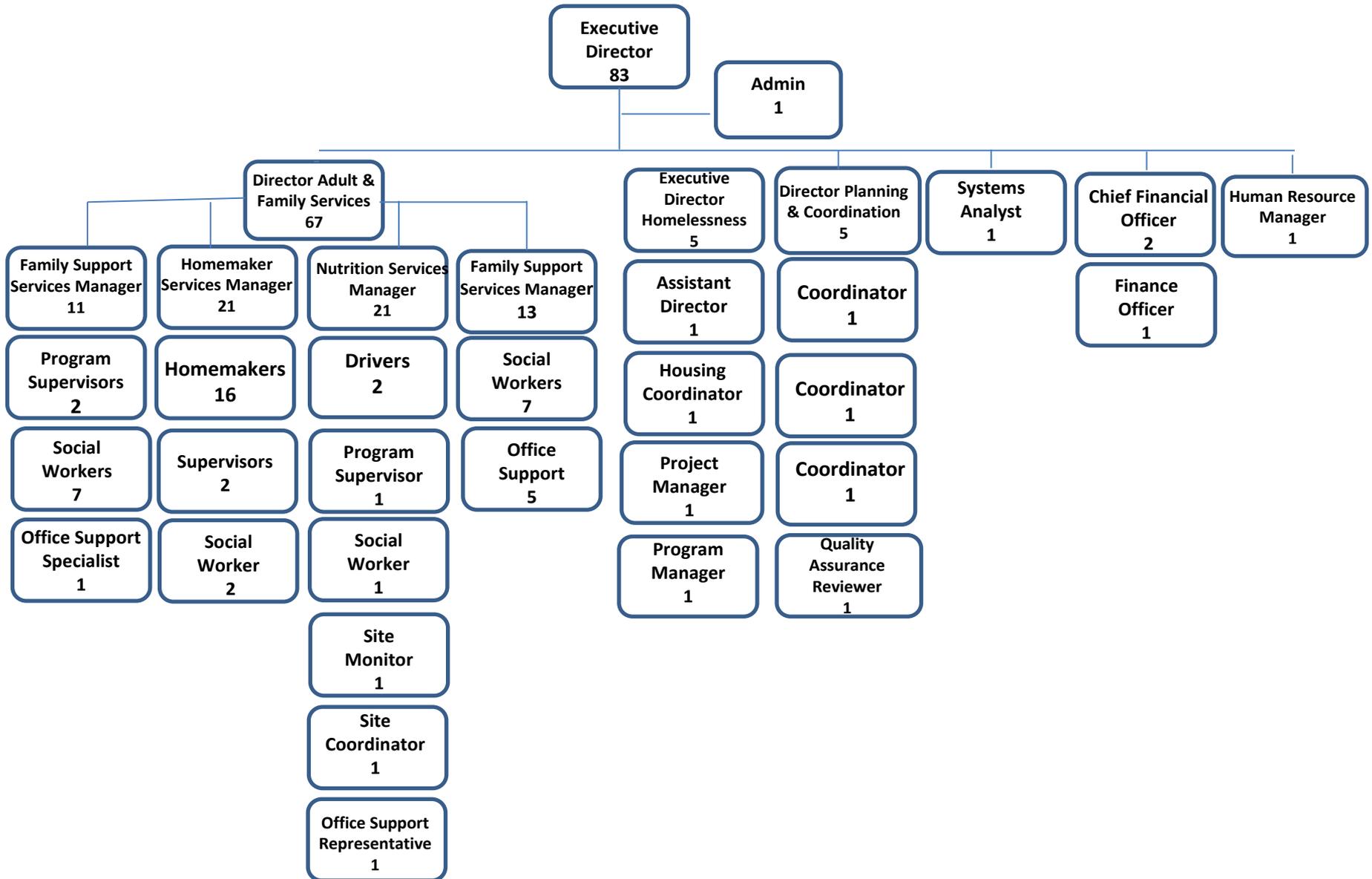
Area Agency on Aging and Disability of the Greater Nashville Regional Council Nutrition, Transportation

AmeriGroup, Tennessee, Inc.

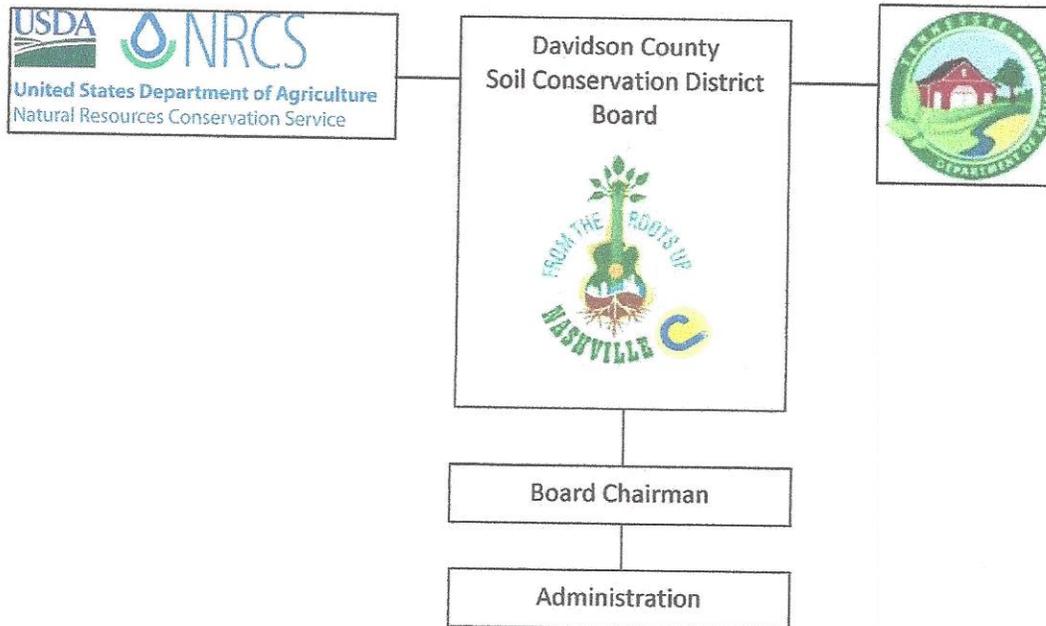
United Healthcare (formerly AmeriChoice, Inc.)

Minority Participation on the 7 member Board: 4
Number of Complaints Received Last Year: 0

Metro Social Services May 2016



Metropolitan Nashville Soil & Water Conservation Department



Authority : Carol Edwards- Office Administrator -Administer funds from TDA- NRCS/ USDA to landowners under authority of 5 member board- Minority 1 -3M1F

Mission: The mission of the Davidson County Soil Conservation District is to provide conservation planning, education information and technical assistance products to landowners, groups and units of government so they can enhance and benefit from the proper management of natural resources

oil & Water Conservation is in compliance. USDA/NRCS reviews the office and reports are filed. A report with the number of minorities receiving service is filed each year with TN Dept. of Agriculture. Soil & Water has only 1 employee. Employee has completed Federal State & Metro Title VI training.

No Complaints: 0

Statement of Non-Discrimination: (All Material and web-site)

Davidson Soil & water Conservation District offers
All programs and services are offered and are available on a nondiscriminatory basis without regard to race, color, national origin, age, sex, religion, marital status or disabilities

What type of corrective action would you like to see taken?

Please attach any documents you have which support this allegation. Date and sign this form in the space below, and send it to the Title VI Coordinator at:

Metro Human Relations Commission
P.O. Box 196300
404 James Robertson Parkway, Suite 130
Nashville, TN 37219

Your signature



____ Carol Edwards
Print your name

____ carol.nashville.gov
Email

____ 615-880-2030
Telephone

Date April 18, 2016

Soil & Water Conservation is in compliance. USDA/NRCS reviews the office and reports are filed. A report with the number of minorities receiving services is filed with the TN Department of Agriculture annually. Soil & Water has only one Metropolitan Government of Nashville & Davidson Cty employee and no complaints or grievances have been received or filed. The office Administrator has received Metro, State and Federal training and provided the information to the board of supervisors. **(Stated on all material)** "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."



State Trial Courts Title VI Plan 2017

Authority

The Title VI Coordinator for the State Trial Courts is responsible for monitoring, training and educating staff on Title VI, handling questions, concerns, complaints, or requests for additional information regarding Title VI of the Civil Rights Act. The Coordinator maintains a Title VI complaint log, and ensures that all complaints will be investigated thoroughly and submits an annual Title VI plan to the Metro Human Relations Commission Title VI Coordinator. The following person has been designated as this department's Title VI Coordinator:

Janet Hobson, Director
Drug Court
1406 County Hospital Road
Nashville, TN 37208
Phone: 615-862-4230
Fax: 615-862-4219

Organizational Environment

Mission Statement

The mission of the State Trial Courts is to provide the public with equal and fair access to the judicial branch of government by providing a fair, independent and accessible forum for the just, timely and economical resolution of their legal affairs.

Strategic Goals

- To provide justice to all citizens in a fair impartial manner.
- To help reduce jail overcrowding by providing more felony offenders access to the Davidson County Drug Court.
- To continue to successfully supervise offenders placed in the Community Corrections and DUI Supervision programs
- To improve adjudication of cases involving foreign language barriers by having interpreters available when needed.

Federal Funding

Currently, The State Trial Courts receives no direct federal financial assistance from grants or other sources to achieve its goals and initiatives.

Contracted Program Overview

The department currently holds no contracts with outside agencies in the delivery of its programs or services.

Number of Complaints Received Last Year- 0

Statement of Non-discrimination

The Metro State Trial Courts does not discriminate on the basis of race, color, national origin, sex, gender identity, sexual orientation, age, religion, creed or disability in admission to, access to or operations of its programs, services, or activities.

METROPOLITAN GOVERNMENT OFFICE OF FAMILY SAFETY



TITLE VI REPORT –Office of Family Safety, May 12, 2016

What information is requested from Departments:

- (1) Authority – *Details about the Title VI coordinator responsibility and where it lies organizationally as well as the name and contact information of the coordinator*
 - a. Title VI coordinator Bijal Mehta (Volunteer/Situations Manager)
bijalmehta@jis.nashville.org (615) 880-2255

- (2) Organizational Environment – *Please include your department’s mission statement and strategic goals from your results matters plan (if they have been developed). Also please send an organizational chart that highlights the Title VI coordinators position. Workforce demographic information for your department is already attached below.*
 - a. **Mission Statement** The mission of Metropolitan Government of Nashville-Davidson County’s Office of Family Safety is to oversee the services provided by the Jean Crowe Advocacy Center, guide the implementation of the Metropolitan Government’s current and future safety and accountability assessment report(s), and assist in the coordination of services provided to domestic violence and sexual assault victims by Metropolitan Government and nonprofit agencies.
 - b. **Strategic Goals** - Closing Safety Gaps for Domestic Violence Victims report on the Office of Family Safety website
 - c. Organizational charts – see attached

- (3) **Federal Funding** – *Detail as to how the department uses Federal Financial Assistance to achieve departmental goals and initiatives as well as a listing of all the department’s grants, their value, and a description.*

STOP Grant – State of Tennessee-administered federal grant to provide civil legal advocacy for domestic violence victims. This grant is subcontracted to Legal Aid Society of Middle Tennessee. \$75,000 annually; 8/15/2015-6/30/2018

ARREST Grant – Federal grant to correct three top priority victim safety and accountability gaps that exist in 1) assessing and responding to risk/lethality indicators; 2) provision of civil-legal advocacy services, and 3) improving the standardization and



METROPOLITAN GOVERNMENT OFFICE OF FAMILY SAFETY



quality of trainings. The objectives of this project are to accomplish these recommendations by having dedicated staff and collaborative multi-disciplinary team leadership. \$706,000 from 10/1/2015-6/30/2018

- (4) Contracted Program Overview – *Detail as to how the department uses Contracts it enters into with other parties to achieve departmental goals and initiatives as well as a listing of all of the department's contracts, the contractor, and a description*

The Office of Family Safety partners with local not for profit entities to further the department mission.

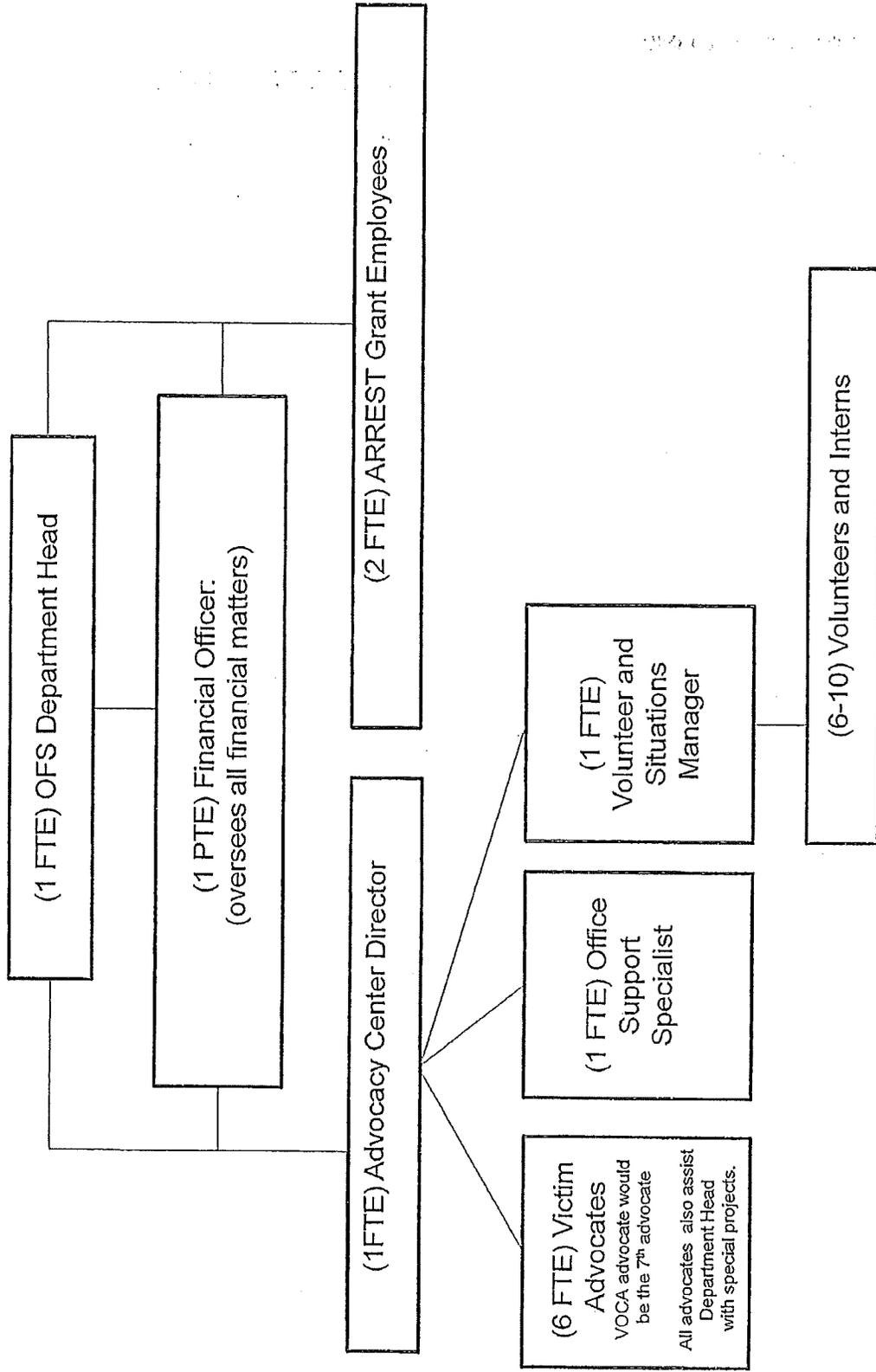
Legal Aid Society of Middle Tennessee – administers and implements the civil legal advocacy program under the STOP and ARREST grants.

- (5) Minority Participation on Boards and Commissions-The Office of Family Safety is not governed by a Board or Commission.
- (6) Number of Title VI complaints-**none**
- (7) Statement of Non-Discrimination – *Please include your department's non-discrimination statement*

The Metropolitan Office of Family Safety is committed to promoting the quality of opportunity for all citizens. The Metropolitan Office of Family Safety takes pride in ensuring that people with disabilities are able to access all of the services offered at the Jean Crowe Advocacy Center. The Metropolitan Office of Family Safety continues to modify its programs, policies, or practices, as necessary, to ensure access is provided. The Metropolitan Office of Family Safety does not discriminate on the basis of race, color, national origin, gender, gender identity, sexual orientation, age, religion, creed or disability in admission to, access to, or operations of its programs, services, or activities. Discrimination against any person in recruitment, examination, appointment, training, promotion, retention, discipline or any other employment practices because of non-merit factors shall be prohibited.



ORGANIZATIONAL CHART FOR METRO'S OFFICE OF FAMILY SAFETY



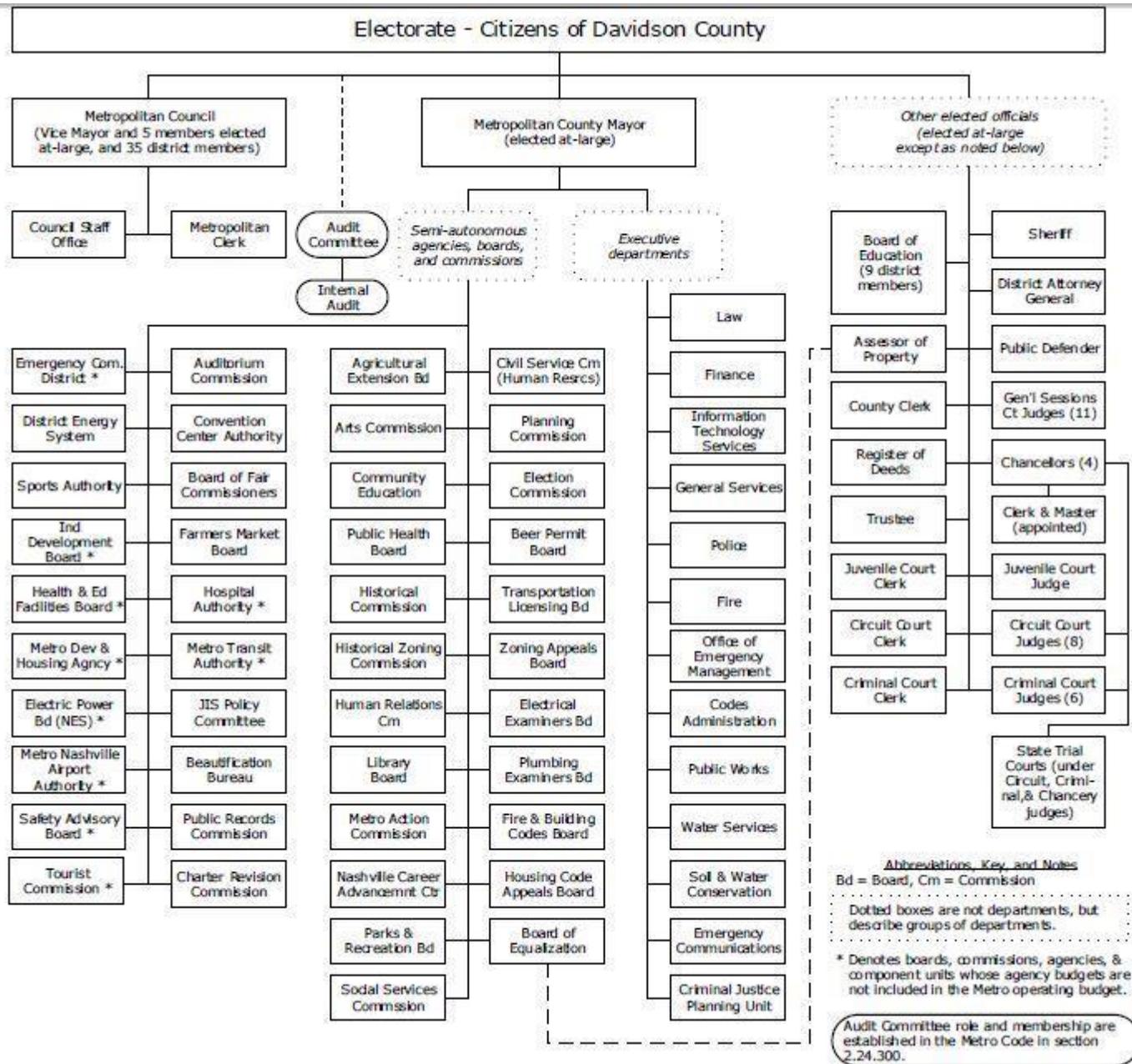
APPENDIX A - METRO NASHVILLE TITLE VI COORDINATORS

DEPARTMENT	TITLE VI COORDINATOR
Arts Commission	Laurel Fisher
Beer Board	Julie Welch
Codes Administration	Roy Jones
Criminal Court Clerk	Amy Rooker
Davidson County Sheriff's Office (DCSO)	Lynn Norris, Kim Waters & Jason Saad
Election Commission	Joan Nixon
Emergency Communications – 911 (ECC)	Lisa Fulton
Fairgrounds	Kristi Harris
Finance	Kimberly Northern
Fire	Jamie Summers
General Services	Velvet Hunter
Historical Commission	Yvonne Ogren
Human Relations Commission	Melody Fowler-Green
Human Resources	Les Bowron
Information Technology Services (ITS)	Leslie Mayo
Internal Audit	Qian Yuan
Juvenile Court	Jessica L. Oldham & Shelly Hudson
Juvenile Court Clerk	Julius Sloss
Legal	Mark Murray
Metropolitan Development & Housing Agency (MDHA)	Pat Thicklin
Metro Action Commission (MAC)	Cassandra Johnson-Payne
Metro Clerk	Austin Kyle
Metro Council Office	Roseanne Hayes & Mike Jameson
Metro Nashville Police Department (MNPd)	Sue Bibb
Metro Nashville Public Schools (MNPS)	Julie McCargar
Metro Office of Family Safety	Bijal Mehta
Metro Public Health	Jose Cruz
Metro Sports Authority	Monica Fawknatson
Metro Transit Authority (MTA)	Shontrill Lowe
Municipal Auditorium	Sharon Hill
Music City Center (MCC)	Erin Hampton
Nashville Career Advancement Center (NCAC)	Constance L. Caudle
Nashville Farmer's Market	Tracey Ray
Nashville Public Library	Susan L. Drye & Sherry Adams
Office of Emergency Management	Jamie Summers
Parks & Recreation	James Gray
Planning Commission	Josie Bass
Public Defender	Annette Crutchfield
Public Works	Yvonne Foote
Social Services	Yuri Hancock
Soil & Water Conservation	Carol M. Edwards
State Trial Courts (STC)	Janet Hobson
Water Services (WS)	Juanita Davis

APPENDIX B**MEMBERS OF THE METROPOLITAN COUNCIL
2015-2019**

<u>VICE MAYOR & PRESIDENT</u>	<u>Address</u>	<u>Telephone</u>	
		<u>Business</u>	<u>Residence</u>
BRILEY, David	One Public Square, Suite 204 P. O. Box 196300 (37219)	880-3357	238-6300
<u>COUNCIL MEMBERS AT LARGE</u>			
COOPER, John	3925 Woodlawn Drive (37205)		969-4444
GILMORE, Erica	P. O. Box 22277 (37202-2277)		248-8852
MENDES, Bob	416 Fairfax Avenue (37212)		756-3533
HURT, Sharon	6316 Willow Oak Drive (37221)		726-5867
SHULMAN, Jim	3516 Hampton Avenue (37215)		584-1082
<u>DISTRICT COUNCIL MEMBERS</u>			
1. GREENE, Jr., Loniel	4331 Settlers Road (37218)		830-1518
2. HASTINGS, DeCosta	2412 14 th Avenue, North (37208)		779-1565
3. HAYWOOD, Brenda	4101 Brick Church Pike, Whites Creek (37189)		473-8339
4. SWOPE, Robert	5025 Marc Drive (37211)		308-0577
5. DAVIS, Scott	206 Queen Avenue (37207)		554-9730
6. WITHERS, Brett	1113 Granada Avenue (37206)		427-5946
7. DAVIS, Anthony	1516 Dugger Drive (37206)		775-8746
8. VANREECE, Nancy	209 Marlin Court, Madison (37115)		576-0488
9. PRIDEMORE, Bill	1537 Neely's Bend Road, Madison (37115)		915-1419
10. PARDUE, Doug	2086 Graceland Drive, Goodlettsville (37072)	305-3945	859-9370
11. HAGAR, Larry	108 Cherry Branch Lane, Old Hickory (37138)		972-4335
12. GLOVER, Steve	4156 Central Pike, Hermitage 37076		883-1378
13. HUEZO, Holly	1208 Curry Road (37217)		891-4517
14. RHOTEN, Kevin	5312 Highland Place Way, Hermitage (37076)		483-9535
15. SYRACUSE, Jeff	222 Graeme Drive (37214)		886-9906
16. FREEMAN, Mike	264 Tanksley Avenue (37211)		512-0121
17. SLEDGE, Colby	614 Moore Avenue (37203)		442-3727
18. ALLEN, Burkley	3521 Byron Avenue (37205)		383-6604
19. O'CONNELL, Freddie	1821 6 th Avenue, North (37208)		260-0005
20. ROBERTS, Mary Carolyn	5110 Michigan Avenue (37209)		977-9262
21. KINDALL, Ed	2512 Scovel Street (37208)		321-2343
22. WEINER, Sheri	417 W.F. Rust Court (37221)		347-7544
23. JOHNSON, Mina	6600 Fox Hollow Road (37205)		429-7857
24. MURPHY, Kathleen	231 Orlando Avenue (37209)		828-4713
25. PULLEY, Russ	843 Battlefield Drive, Apt. B (37204)		308-4972
26. ELROD, Jeremy	4905 Trousdale Drive (37220)		852-7197
27. BLALOCK, Davette	769 Huntington Parkway (37211)	485-6563	831-5525
28. VERCHER, Tanaka	901 Split Oak Drive, Antioch (37013)		878-5653
29. JOHNSON, Karen Y.	2928 Moss Spring Drive, Antioch (37013)		977-6721
30. POTTS, Jason	3914 East Ridge Drive (37211)	491-6857	332-0568
31. BEDNE, Fabian	6649 Sugar Valley Drive (37211)		829-6226
32. DOWELL, Jacobia	2609 Welshcrest Drive, Antioch (37013)		731-3177
33. COLEMAN, Sam	4037 Pepperwood Drive, Antioch (37013)		641-5168
34. HENDERSON, Angie	112 Clydelan Court (37205)		352-5291
35. ROSENBERG, Dave	7429 Riverfront Drive (37221)		427-2705

APPENDIX C – METRO ORGANIZATIONAL STRUCTURE



Abbreviations, Key, and Notes
 Bd = Board, Cm = Commission
 Dotted boxes are not departments, but describe groups of departments.
 * Denotes boards, commissions, agencies, & component units whose agency budgets are not included in the Metro operating budget.
 Audit Committee role and membership are established in the Metro Code in section 2.24.300.

APPENDIX D - Title VI Report FY16

DEPARTMENT	GRANTOR	TITLE	AWARD	GRANT PERIOD END DATE
ARTS COMMISSION				
	NATIONAL ENDOWMENT FOR THE ARTS	Major Cultural Institution 16	\$65,500.00	6/30/2016
	NATIONAL ENDOWMENT FOR THE ARTS	Arts Our Town 15-17	\$75,000.00	9/1/2017
DISTRICT ATTORNEY				
	U.S. DEPARTMENT OF JUSTICE	VOCA Hispanic, Child, and Family 15-18	\$474,948.00	6/30/2018
FINANCE DEPARTMENT				
	U.S. DEPARTMENT OF HOMELAND SECURITY	FLOOD Public Assistance 10-15 (01-09)	\$66,422,408.92	4/29/2020
HEALTH DEPARTMENT				
	ENVIRONMENTAL PROTECTION AGENCY	Air Pollution Section 103 15-16	\$128,809.00	3/31/2016
	ENVIRONMENTAL PROTECTION AGENCY	Air Pollution 105 14-16	\$585,775.00	9/30/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	HIV-AIDS Prevention, Surveillance, STD, Rapid Testing 16-	\$946,000.00	12/31/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Healthy Start Home Visiting Program 14-16	\$380,000.00	6/30/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Immunization Service 15-15	\$512,400.00	12/31/2015
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Public Health Emergency Preparedness 16 (Formerly Bioter	\$815,700.00	6/30/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	HIV Emergency Relief 16-17	\$2,597,077.00	2/28/2017
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	HIV Emergency Relief 15-16	\$4,851,239.00	2/29/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Tuberculosis Control, Prevention and Outreach Services 16	\$1,531,300.00	6/30/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	TENNder Care Outreach Services and Welcome Baby 16	\$801,400.00	6/30/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Women, Infant and Children (WIC) and Commodity Supplere	\$20,733,200.00	9/30/2018
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	HIV-AIDS Prevention, Surveillance, STD, Rapid Testing and	\$1,002,100.00	12/31/2015
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Health Promotion Services 17	\$116,000.00	6/30/2017
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Children's Special Services 16	\$727,500.00	6/30/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Environmental Health Specialist Network 15-16	\$96,700.00	9/30/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Tobacco Use Prevention Services 15-17	\$85,000.00	3/31/2017
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Children's Special Services 17	\$727,500.00	6/30/2017
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Breast and Cervical Cancer Screening 14-17	\$267,000.00	6/30/2017
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	HIV Emergency Relief 14-15	\$4,632,049.73	2/28/2015
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Immunization Service 16-16	\$512,400.00	12/31/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Family Planning 12-17	\$4,273,000.00	6/30/2017
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Chronic Disease Management and School Health Promotio	\$373,000.00	6/30/2018
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Help Us Grow Successfully (HUGS) 14-19	\$3,051,000.00	6/30/2019
	U.S. FOOD AND DRUG ADMINISTRATION	Food Inspection Self-Assessment 15-16	\$2,500.00	9/30/2016
	U.S. FOOD AND DRUG ADMINISTRATION	Food Inspector Training 15-16	\$3,000.00	9/30/2016
	U.S. DEPARTMENT OF HEALTH	Women, Infant & Children Mobile Outreach 16-16	\$110,000.00	9/30/2016

DEPARTMENT	GRANTOR	TITLE	AWARD	GRANT PERIOD END DATE
HISTORICAL COMMISSION				
	NATIONAL PARKS SERVICE	THC NPS Grant 14-15	\$12,000.00	9/30/2015
	U.S. DEPARTMENT OF INTERIOR	THC CLG TRAINING GRANT 16-16	\$5,000.00	9/30/2016
	U.S. DEPARTMENT OF INTERIOR	2015 THC Two Rivers MP 16	\$30,000.00	9/30/2016
JUVENILE COURT				
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Child Support Enforcement, Title IV-D 13-16	\$2,882,044.10	6/30/2016
METRO ACTION				
	U.S. DEPARTMENT OF AGRICULTURE	Child and Adult Care Food Program NAZA 15-16	\$57,000.00	9/30/2016
	U.S. DEPARTMENT OF AGRICULTURE	Child and Adult Care Food Program HS 14-15	\$1,293,900.00	9/30/2015
	U.S. DEPARTMENT OF AGRICULTURE	Child and Adult Care Food Program NAZA 14-15	\$57,000.00	9/30/2015
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Head Start /Early Head Start 16	\$12,417,540.00	6/30/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Low Income Home Energy Assistance Program (LIHEAP) 15	\$3,538,577.48	9/29/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Community Services Block Grant (CSBG) 16	\$1,745,365.86	6/30/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Low Income Home Energy Assistance Program (LIHEAP) 14	\$5,909,672.10	9/29/2015
NCAC				
	U.S. DEPARTMENT OF LABOR	Incumbent Worker-Rapid Response 15-15	\$75,000.00	12/31/2015
	U.S. DEPARTMENT OF LABOR	Youth Statewide 15-15	\$61,500.00	9/30/2015
	U.S. DEPARTMENT OF LABOR	WIA Youth 15-17	\$2,028,122.00	6/30/2017
	U.S. DEPARTMENT OF LABOR	Incentive 14-15 (b)	\$22,125.00	10/31/2015
	U.S. DEPARTMENT OF LABOR	WIA Adult 14-16 (b)	\$1,723,916.00	6/30/2016
	U.S. DEPARTMENT OF LABOR	WIA Youth 14-16	\$2,022,571.00	6/30/2016
	U.S. DEPARTMENT OF LABOR	WIA Dislocated Worker 14-16 (b)	\$1,742,818.00	6/30/2016
	U.S. DEPARTMENT OF LABOR	WIA Dislocated Worker 14-16	\$287,877.00	6/30/2016
	U.S. DEPARTMENT OF LABOR	WIA Adult 14-16	\$131,330.00	6/30/2016
	U.S. DEPARTMENT OF LABOR	WIA Dislocated Worker 15-17	\$305,516.00	6/30/2017
	U.S. DEPARTMENT OF LABOR	Incentive 15-16	\$45,455.00	6/30/2016
	U.S. DEPARTMENT OF LABOR	WIA Dislocated Worker 15-17 (b)	\$1,713,895.00	6/30/2017
	U.S. DEPARTMENT OF LABOR	Apprenticeship 15-17	\$25,000.00	1/31/2017
	U.S. DEPARTMENT OF LABOR	WIA Adult 15-17	\$154,715.00	6/30/2017
	U.S. DEPARTMENT OF LABOR	WIA Adult 15-17 (b)	\$1,696,512.00	6/30/2017
	U.S. DEPARTMENT OF LABOR	RESEA 15-15	\$44,795.00	12/31/2015
	U.S. DEPARTMENT OF LABOR	RESEA 16-16	\$18,100.00	3/31/2016
	U.S. DEPARTMENT OF LABOR	Incumbent Worker 16-16	\$75,000.00	12/31/2016
	U.S. DEPARTMENT OF LABOR	Supplemental Nutrition Assistance Program (SNAP) 16-16	\$431,103.00	9/30/2016
OFFICE OF EMERG. MGMT.				
	U.S. DEPARTMENT OF HOMELAND SECURITY	Public Assistance FEMA Declaration 1978-DR-TN 11-16	\$22,778.03	4/3/2016
	U.S. DEPARTMENT OF HOMELAND SECURITY	2014 Homeland Security 14-16	\$275,341.00	4/30/2016
	U.S. DEPARTMENT OF HOMELAND SECURITY	2015 February Ice Storm FEMA-4211-DR-TN 15-20	\$525,258.48	2/14/2020
	U.S. DEPARTMENT OF HOMELAND SECURITY	Emergency Management Performance 14-16	\$188,350.00	9/30/2015
	U.S. DEPARTMENT OF HOMELAND SECURITY	2015 Homeland Security 15-18	\$244,633.00	4/30/2018
	U.S. DEPARTMENT OF HOMELAND SECURITY	2013 Homeland Security 13-15	\$211,357.00	9/30/2015
	U.S. DEPARTMENT OF HOMELAND SECURITY	Hazardous Materials Emergency Preparedness 15-15	\$7,200.00	9/30/2015

DEPARTMENT	GRANTOR	TITLE	AWARD	GRANT PERIOD END DATE
OFFICE OF FAMILY SAFETY				
	U.S. DEPARTMENT OF JUSTICE	OVW Encourage Arrest Policies and Enforcement of Protec	\$706,646.00	9/30/2018
	U.S. DEPARTMENT OF JUSTICE	STOP Civil Legal Advocacy 15-16	\$225,000.00	6/30/2018
PARKS & RECREATION				
	NATIONAL INSTITUTES OF HEALTH/NATIONAL HEART,LUNG	Growing Right Onto Wellness (GROW) 10-16	\$866,197.67	4/30/2016
	U.S. DEPARTMENT OF TRANSPORTATION	Stones River Greenway	\$8,200,000.00	6/30/2016
	U.S. DEPARTMENT OF TRANSPORTATION	ARRA TSU Connector Greenway 09-15	\$1,074,608.00	9/30/2015
PLANNING COMMISSION				
	U.S. DEPARTMENT OF TRANSPORTATION	Transportation Planning and Coordination 13-15	\$4,453,000.00	9/30/2015
	U.S. DEPARTMENT OF TRANSPORTATION	Short-Range Transit Planning Activities 14-17	\$493,703.00	12/31/2017
	U.S. DEPARTMENT OF TRANSPORTATION	Regional Bicycle-Pedestrian Planning & Coordination Activit	\$250,000.00	6/30/2019
	U.S. DEPARTMENT OF TRANSPORTATION	Nashville Expanded Urbanized Area 13-15	\$1,158,588.00	9/30/2015
	U.S. DEPARTMENT OF TRANSPORTATION	Short-Range Transit Planning Activities 11-16	\$777,545.00	6/30/2016
	U.S. DEPARTMENT OF TRANSPORTATION	Short-Range Transit Planning Activities 10-15	\$399,082.00	11/30/2015
POLICE DEPARTMENT				
	U.S. DEPARTMENT OF JUSTICE	Gang Resistance Education And Training (G.R.E.A.T.) RTC	\$325,000.00	9/30/2015
	U.S. DEPARTMENT OF JUSTICE	Justice Assistance Grant 13-16	\$490,328.00	9/30/2016
	U.S. DEPARTMENT OF JUSTICE	Crime Victim Assistance-Victims of Crime (VOCA) 15-18	\$626,220.00	6/30/2018
	U.S. DEPARTMENT OF JUSTICE	Justice Assistance Grant (JAG) 12-15	\$522,006.00	9/30/2015
	U.S. DEPARTMENT OF JUSTICE	Justice Assistance Grant 15-18	\$471,673.00	9/30/2018
	U.S. DEPARTMENT OF JUSTICE	Justice Assistance Grant 14-17	\$532,216.00	9/30/2017
	U.S. DEPARTMENT OF TRANSPORTATION	Governor's Highway Safety Alcohol Saturation 15-16	\$399,989.17	9/30/2016
	U.S. DEPARTMENT OF TRANSPORTATION	Governor's Highway Safety Alcohol Saturation 14-15	\$854,808.55	9/30/2015
PUBLIC LIBRARY				
	INSTITUTE OF MUSEUM AND LIBRARY SERVICES	LSTA Technology 15-16	\$5,177.00	5/31/2016
PUBLIC WORKS				
	U.S. DEPARTMENT OF TRANSPORTATION	Intersection Improvements County Wide (.01) 15-20	\$3,211,249.60	3/31/2020
	U.S. DEPARTMENT OF TRANSPORTATION	Dickerson Pike Sidewalk Improvements 15-20	\$4,920,000.00	5/30/2020
	U.S. DEPARTMENT OF TRANSPORTATION	Jefferson Street Intersection Improvement 08-17	\$920,808.00	6/1/2017
	U.S. DEPARTMENT OF TRANSPORTATION	Intersection Improvements 08-17	\$1,701,250.00	12/31/2017
	U.S. DEPARTMENT OF TRANSPORTATION	Shelby Ave. Gateway Blvd. 09-17	\$5,200,000.00	10/1/2017
	U.S. DEPARTMENT OF TRANSPORTATION	Harding Place Sidewalk and Bikeways 10-15	\$862,840.20	8/25/2015
	U.S. DEPARTMENT OF TRANSPORTATION	Harding Place Sidewalk Improvements, Phase 3 15-20	\$4,720,000.00	3/1/2020
	U.S. DEPARTMENT OF TRANSPORTATION	Harding Place Pedestrian Network Enhancement: Phase 1 -	\$1,933,300.00	8/1/2017
	U.S. DEPARTMENT OF TRANSPORTATION	Lebanon Pike Sidewalk Improvements 15-20	\$3,040,000.00	5/30/2020
	U.S. DEPARTMENT OF TRANSPORTATION	Hart Lane Pedestrian Safety Improvements - Construction 1	\$1,499,979.40	11/1/2020
	U.S. DEPARTMENT OF TRANSPORTATION	Intersection Improvements County Wide (.02) 15-20	\$937,500.00	3/31/2020
	U.S. DEPARTMENT OF TRANSPORTATION	Flood May 2010 Reimbursements 14-16	\$265,826.14	6/1/2016

DEPARTMENT	GRANTOR	TITLE	AWARD	GRANT PERIOD END DATE
SHERIFF				
	U.S. DEPARTMENT OF TRANSPORTATION	Sheriff's Alcohol Awareness For Everyone (S.A.A.F.E.) 15-1	\$15,900.00	9/30/2016
SOCIAL SERVICES				
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	GNRC Home Delivered Meals III C2 (Nutrition Services) 16	\$368,585.00	6/30/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	GNRC Nutrition Services NSIP (Nutrition Services) 16	\$137,626.00	6/30/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	GNRC Transportation Services (Nutrition Services) 16	\$70,000.00	6/30/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Cooperative Agreement to Benefit Homeless Individuals (TN	\$510,000.00	9/30/2015
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	GNRC Home Delivered Frozen Meals - State (Nutrition Serv	\$51,285.00	6/30/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	GNRC Nutrition Services IIIC (Nutrition Services) 16	\$287,698.00	6/30/2016
	U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES	Cooperative Agreement to Benefit Homeless Individuals (TN	\$510,000.00	9/30/2016
	U.S. DEPARTMENT OF HOUSING & URBAN DEV.	HUD CDBG Five Year Plan 14-16	\$200,000.00	1/21/2016
STATE TRIAL COURTS				
	U.S. DEPARTMENT OF TRANSPORTATION	Governor's Highway Safety Office 15-16	\$58,000.32	9/30/2016
WATER & SEWER				
	U.S. DEPARTMENT OF HOMELAND SECURITY	Flood Yale Avenue Home Buyout 12-15	\$3,136,127.00	8/1/2015
		Total	\$216,317,635.75	

*Note: Public Works did not complete a request to update their grant information.

Appendix E

Fiscal Year 2016 Disadvantaged Business Report
FY 16 Fiscal Yr. (July 1, 2015 - May 6, 2016)

	Disadvantaged Business														Totals		
	Ethnic Minority Male Only					Woman Owned									Total Disadvantaged Business	Non-Ethnic Male	Total of All Business
	African American	Hispanic	Asian	Native American	Non-Specific Male Minority	Total Male Ethnic Minority	African American	Hispanic	Asian	Native American	Non-Specific Female Minority	Non-Ethnic Female	Total Woman Owned	OS&E*			
1 Agricultural Extension	0	0	0	0	0	\$0	0	0	0	0	0	0	\$0	0	\$0	0	\$0
2 Arts Commission Auditorium	33463	200	0	1,120	0	\$34,783	0	0	0	999	0	32076	\$33,075	0	\$67,858	87513	\$155,371
3 Commission	4,500	0	0	0	0	\$4,500	0	0	0	0	0	206746	\$206,746	0	\$211,246	235759	\$447,005
4 Beer Permit Board	0	0	0	20	0	\$20	0	0	0	0	0	189	\$189	0	\$209	3,561	\$3,770
5 Community Education	0	0	0	0	0	\$0	0	0	0	0	0	0	\$0	0	\$0	0	\$0
6 Convention Center Election	11916	0	0	0	0	\$11,916	0	0	0	0	0	1,003	\$1,003	0	\$12,919	52870	\$65,789
7 Commission	0	0	0	668	0	\$668	4,923	0	0	0	0	3,689	\$8,612	0	\$9,280	1018765	\$1,028,045
8 Farmer's Market	240372	0	0	0	0	\$240,372	0	0	0	258	479	835	\$1,572	0	\$241,944	175889	\$417,833
9 Historical Commission	0	0	0	0	0	\$0	0	0	0	0	0	72	\$72	0	\$72	85457	\$85,529
10 Human Relations	0	0	0	0	0	\$0	0	0	0	0	0	300	\$300	0	\$300	5,829	\$6,129
11 Justice Integration Systems	0	0	0	0	0	\$0	0	0	0	0	0	0	\$0	0	\$0	613081	\$613,081
12 Library	75289	0	2,691	128696	0	\$206,676	0	0	0	401906	370	473486	\$875,762	0	\$1,082,438	13957033	\$15,039,471
13 Metro Action Commission	27,446	1,500	303	1,292	0	\$30,541	0	0	0	0	135887	96013	\$231,900	0	\$262,441	5834246	\$6,096,687
14 Nashville Career Advancement Ctr	3,192	0	0	6,253	0	\$9,445	0	0	0	0	0	54397	\$54,397	0	\$63,842	2126111	\$2,189,953
15 Parks and Recreation Planning	279087	0	0	26537	0	\$305,624	15589	6,876	0	0	456323	782231	\$4,163,818	0	\$4,469,442	38703823	\$43,173,265
16 Commission	0	0	0	0	0	\$0	0	0	0	0	0	7,684	\$7,684	0	\$7,684	1581099	\$1,588,783
17 Public Health	41100	20,400	6	4,605	0	\$66,111	0	0	0	0	77140	133124	\$210,264	0	\$276,375	6067104	\$6,343,479
18 Social Services	155970	840	0	2,664	0	\$159,474	0	0	0	0	0	7,773	\$7,773	0	\$167,247	2318980.4	\$2,486,227

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19	Transportation Licensing	0	0	0	0	0	\$0	0	0	0	0	0	0	\$0	0	\$0	0	\$0
20	Codes Administration	0	0	0	0	0	\$0	0	0	0	0	0	1133601	\$1,133,601	0	\$1,133,601	130371	\$1,263,972
21	Criminal Justice Planning Unit	367	0	0	0	0	\$367	0	0	0	0	0	0	\$0	0	\$367	7,220	\$7,587
22	Emergency Communications	0	0	0	30	0	\$30	0	0	0	0	0	46989	\$46,989	0	\$47,019	48787	\$95,806
23	Finance	14,500	0	0	128	0	\$14,628	0	0	0	0	0	1,262	\$1,262	0	\$15,890	219797	\$235,687
24	Fire	12,122	0	1,876	9697288	0	\$9,711,286	0	0	0	0	40	567937	\$567,977	0	\$10,279,263	7270552	\$17,549,815
25	General Services	7498478	585	1,117	2573371	0	\$10,073,551	2,238	0	0	13565	764	910682	\$927,249	0	\$11,000,800	45426171	\$56,426,971
26	Human Resources	2,658	0	0	179	0	\$2,837	0	0	0	0	770	1,429	\$2,199	0	\$5,036	392822	\$397,858
27	Information Technology Serc.	685924	0	0	49547	0	\$735,471	0	0	0	0	0	311783	\$311,783	0	\$1,047,254	20632706	\$21,679,960
28	Law	0	0	0	4,012	0	\$4,012	0	0	0	0	0	6,834	\$6,834	0	\$10,846	218075	\$228,921
29	Police	444629	0	155	1,122	0	\$445,906	18,277	0	0	10937	725	593174	\$623,113	0	\$1,069,019	7098806	\$8,167,825
30	Public Works	100013	51,109	0	434172	0	\$585,294	0	0	0	0	12285648	0	\$12,285,648	0	\$12,870,942	83108114	\$95,979,056
31	Soil & Water Conservation	0	0	0	0	0	\$0	0	0	0	0	0	0	\$0	0	\$0	0	\$0
32	Water Services	4589898	0	230566	217817	0	\$5,038,281	980	892	0	111111	145727	2481043	\$2,739,753	0	\$7,778,034	157989181	\$165,767,215
33	Assessor of Property	0	0	0	71	0	\$71	0	0	0	0	414	5,649	\$6,063	0	\$6,134	407880	\$414,014
35	Circuit Court Clerk	0	0	0	35972	0	\$35,972	0	0	0	0	0	2,219	\$2,219	0	\$38,191	101490	\$139,681
36	County Clerk	83	0	0	0	0	\$83	0	0	0	0	0	567	\$567	0	\$650	206746.48	\$207,396
37	Criminal Court Clerk	0	0	0	557	0	\$557	0	0	0	0	450	1,187	\$1,637	0	\$2,194	53,757	\$55,951
38	District Attorney General	3,295	0	0	14,705	0	\$18,000	0	0	0	0	0	3,779	\$3,779	0	\$21,779	140139	\$161,918
39	General Sessions Court Judges	525	0	0	0	0	\$525	0	0	1,180	0	0	5,808	\$6,988	0	\$7,513	239410	\$246,923
40	Juvenile Court Clerk	0	5,996	2,278	32495	0	\$40,769	0	0	0	0	0	7564	\$7,564	0	\$48,333	430305	\$478,638
41	Public Defender	0	0	0	1,902	0	\$1,902	0	0	0	0	0	955	\$955	0	\$2,857	9981	\$12,838
42	Register of Deeds	0	0	0	0	0	\$0	0	0	0	0	0	0	\$0	0	\$0	8,755	\$8,755
43	Sheriff	4,586	0	2,088	234735	0	\$241,409	0	0	0	0	2,307	381234	\$383,541	0	\$624,950	6659693	\$7,284,643

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44 State Trial Courts	359	0	0	43618	0	\$43,977	0	0	0	0	0	2,087	\$2,087	0	\$46,064	505386	\$551,450
45 Trustee	0	0	0	984	0	\$984	0	0	0	0	0	157	\$157	0	\$1,141	54036	\$55,177
Totals	\$14,229,772	\$80,630	\$241,080	\$13,514,560	\$0	\$28,066,042	\$42,007	\$7,768	\$1,180	\$538,776	\$13,107,044	\$8,265,558	\$24,865,132	\$0	\$52,931,174	\$404,227,301	\$457,158,475
						6.1%							5.4%	0.0%	11.6%	88.4%	100.0%
						53.0%							47.0%	0.0%	100.0%		

* OS&E (Other Socially and Economically disadvantaged Business) includes disabled and veteran owned businesses.