

RESOLUTION NO. 2012-013

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY, INDIANA
REGARDING TITLE VI POLICIES AND PROCEDURES**

WHEREAS, Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance" (42 U.S.C. Section 2000d); and

WHEREAS, Delaware County is committed to ensuring that no person is excluded from participation in, or denied the benefits or services delivered by the County on the basis of race, color, or national origin, as protected by Title VI.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Delaware County, Indiana, that the following policy statement and procedure shall be in effect for Delaware County, as follows:

Section 1. Policy Statement

Delaware County will comply with the Title VI Civil Rights Act of 1964. The County will utilize its best efforts in maintaining compliance in all programs subject to the requirements of Title VI and all other federal regulations applicable to the administration of such programs.

Section 2. Title VI Coordinator

The Title VI Coordinator shall be the Human Resources Director and may be contacted by mail, phone, email or in person as follows:

Human Resources Director
100 W. Main Street, Room 208
Muncie, Indiana 47305
Phone: 765-741-3397
Fax: 765-284-5831
bstuffel@co.delaware.in.us
Website: www.co.delaware.in.us

The Title VI Coordinator will maintain permanent records, which include, but are not limited to, copies of Title VI complaints or lawsuits and relation documentation and records of correspondence to and from complainants, and Title VI investigations.

Section 3. Title VI Information Dissemination

Title VI information shall be prominently displayed in the Delaware County Building and on the County's website by the posting of this resolution. The name of the Title VI Coordinator shall be available on the County's website. Additional information relating to nondiscrimination obligation can be obtained from the County's Title VI Coordinator.

Section 4. Subcontractors and Vendors

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

Section 5. Complain Procedure

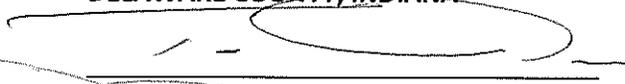
A complaint alleging discrimination may be filed with the Title VI Coordinator. The Title VI Coordinator has the responsibility for receiving, logging, acknowledging, investigating complaints and reporting the findings. The Coordinator will notify the Board of Commissioners and the appropriate program director/department head when a complaint is received. After receiving a complaint or identifying potential discriminating activity, the Title VI Coordinator will take the following steps:

1. Within 30 business days of receiving the complaint, the Title VI Coordinator will conduct a fact finding investigation. The Coordinator will meet with the complainant or staff member who identified the alleged discriminatory activity to determine the nature of the complaint and whether Title VI requirements were violated. The Coordinator will meet with the program director/department head in whose area the alleged violation occurred and will notify the Board of Commissioners.
2. If the Coordinator determines that discrimination has not occurred, the complainant, the Board of Commissioners, and the program director/department head will be informed. The complainant will then have a right to appeal the decision.
3. If the investigation indicates that discrimination did in fact occur, it will be discussed with the program director/department head. The Coordinator will discuss ways in which to resolve the complaint and seek voluntary corrective action.
4. The complainant or program director/department head may appeal any rulings made by the Coordinator to the Board of Commissioners within 10 business days of receipt of the written findings provided by the Coordinator. The Board of Commissioners will make a finding on the appeal within 15 business days of receipt of the request for appeal.
5. If discriminatory activity cannot be resolved by the Board of Commissioners, a written report on the situation will be prepared by the Coordinator and forwarded to the appropriate state or federal agency. If a complaint involves one of the County's federally funded programs, the federal agency providing the funding will also be notified. Information will also be provided to the parties involved on the procedures for appealing to the federal level.

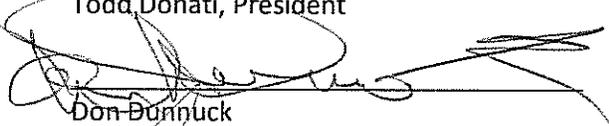
A complaint form is available from the Human Resources Department and on the County's website.

This resolution is hereby adopted this 11/18 day of 2012.

**BOARD OF COMMISSIONERS
DELAWARE COUNTY, INDIANA**



Todd Donati, President

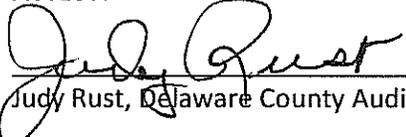


Don Dunnuck



Larry Bledsoe

ATTEST:



Judy Rust, Delaware County Auditor