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March 1, 2011

Will McClure, Equal Opportunity Specialist
Federal Highway Administration
650 Capitol Mall, Suite 4-100
Sacramento, CA 95814

Dear Mr. McClure:

Enclosed is the California Department of Transportation's (Caltrans) Title VI Program Annual Element Update report for Federal Fiscal Year (FFY) 2010. This report supplements Caltrans Title VI Program Plan, provides information on accomplishments by Caltrans Districts and Divisions with Title VI components for FFY 2010 and goals for the current FFY 2011. The report was prepared in accordance with 23 Code of Federal Regulations, Part 200, Section 200.9 (b).

If you have any questions or need further information, please contact Sherri Gustinell, Chief, External Equal Opportunity Program, at (916) 324-8399, or by email at sherri_gustinell@dot.ca.gov.

Sincerely,

A handwritten signature in cursive script that reads "Olivia Fonseca".

OLIVIA FONSECA
Deputy Director

Enclosure

c: Sherri Gustinell, Chief, External Equal Opportunity Program
Derrin J. Jourdan, Civil Rights Officer, Federal Transit Administration

Title VI Program

Annual Element Update



FY 2010
Issued by Office of the
Executive Director



**California Department of Transportation
Title VI Program
Annual Element Update**

Federal Fiscal Year (FFY) 2010

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**California Department of Transportation
Title VI Program
Annual Element Update**

Federal Fiscal Year 2010

This report supplements the *California Department of Transportation Title VI Program Plan*, provides information on the accomplishments by the California Department of Transportation (Caltrans), Office of Business and Economic Opportunity (OBEO), Title VI Program and various divisions, program areas and districts for Federal Fiscal Year (FFY) 2010 and planned activities for FFY 2011. The report was prepared in accordance with 23 *Code of Federal Regulations, Part 200, Section 200.9 (b) State actions*.

I. Organization and Staffing Level Changes

The Deputy Director, OBEO, reports directly to the Caltrans Director. During the FFY 2010, two organizational changes were made. Civil Rights was renamed OBEO and the Title VI Program was combined with the Americans with Disabilities Act (ADA) Program. Sherri Gastinell replaced Rita Nelson as the Chief, External Equal Opportunity Program, and Charles Wahnnon was appointed Manager, Title VI/ADA Program. For an organization chart reflecting the Title VI Program see Attachment A.

There were several new appointments for the duties of Title VI Interdisciplinary Team, Program Area Administrators (PAAs) and Title VI Liaisons in the Districts and Headquarters to carry out the Caltrans Title VI Program requirements. See Attachment B for the updated lists.

II. Title VI Policy Statement

The Caltrans Title VI Policy Statement was updated with Director Cindy McKim's signature on July 20, 2010. It was translated into Spanish. The Policy is available on the Title VI Program Web page in both English and Spanish. See Attachment C.

III. Title VI Complaints

There were two Title VI complaints received in FFY 2010. It was determined there were no violations found due to insufficient evidence. There were no other Title VI complaints filed with the OBEO, Equal Employment Opportunity Program, Discrimination Complaint Investigation Unit (DCIU) within FFY 2010.

IV. FFY 2010 Accomplishments

The following accomplishments are reported for various Headquarters divisions, program areas and Districts 1 - 12, for FFY 2010:

A. Office of Business and Economic Opportunity, Title VI Program

- Worked with Caltrans Information Technology (IT) staff members to maintain a database of Caltrans staff members who have completed the Title VI online training module.
- Prepared and distributed district/division reports of Caltrans staff members who completed the Title VI online training module upon request from PAAs and District Title VI Liaisons. Approximately 5,886 Caltrans employees took the training and received a completion certificate.
- Updated the Caltrans Title VI Program Web pages on an as needed basis.
- Conducted the Title VI Interdisciplinary Team/Liaison meetings via teleconference and video teleconference. The meetings were held to share information and provide updates and policy changes on Title VI and Limited English Proficiency (LEP) activities.
- Revised the public participation data collection forms/templates and distributed a memorandum to districts and divisions regarding the revisions to the collection of statistical data, such as race, color, national origin, sex, etc., on attendees participating in Caltrans federally-funded public events. The *Caltrans Public Participation Survey (CPPS)* form was translated into Spanish. The documents are included as Attachment D.
- Participated in the Federal Transit Administration (FTA) State Review, which was coordinated by the Division of Mass Transportation. The review was held on April 13, 2010.
- Researched, in partnership with the Division of Environmental Analysis (DEA) and the Division of Design, the incorporation of the Title VI Program's CPPS form into Division of Design's *Project Development Procedures Manual*. The manual provides the framework of policies and procedures for State highway improvement projects and is primarily used by Project Engineers and Project Managers. Draft procedures were developed by DEA for the partnership's review in the next FFY.
- Provided ongoing technical assistance to divisions, districts, program areas, and local agencies as requested.
- Finalized the *Caltrans Limited English Proficiency Plan*.
- Finalized the *Local Agency Selection Criteria* for Title VI compliance reviews.

Title VI Training

Encouraged districts and divisions to take the Title VI and related statutes (Title VI) online training module.

Limited English Proficiency

Conducted the biennial statewide *Language Survey* for Caltrans. The California State Personnel Board (SPB) requires each State agency to survey employees in public contact positions for 10 non-consecutive days. This survey determines if Caltrans employs a sufficient number of qualified bilingual individuals in public contact positions.

Self-Monitoring

Completed 24 of the 25 scheduled Title VI compliance reviews. Of the 24 completed reviews, 11 were of district offices, 8 were of Headquarters divisions and 5 were of subrecipients. Due to the absence of a State budget, the sixth subrecipient Title VI compliance review was postponed to FFY 2011.

B. Division of Construction

Title VI Training

- Conducted training courses which include a Title VI component. The Division of Construction includes a Title VI and Title VII component in each of its training courses offered to employees. The instructors spent approximately 20 minutes discussing the following topics: 1) Observation of the work site and contractor employees for signs of potential discriminatory actions that could lead to complaints and subsequent discussions with the contractor(s) if necessary; 2) Notifying the contractor's Equal Employment Opportunity (EEO) officer of any complaints received as well as notifying the complainant of any avenue for filing a complaint; 3) Reviewing contract changes for potential Environmental Justice issues and a referral to the project manager for possible public input; 4) ADA compliance within the work zones for accessibility during construction activities; and 5) Ensuring field staff do not engage in any discriminatory activities. The following courses were offered:
 - Course #100023, *Resident Engineer Academy*. One course session was held with a total of 25 students in attendance. The course was held in Sacramento, February 22 - 26, 2010.
 - Course #100003, *Labor Compliance for Resident Engineers and Inspectors*. Eight course sessions were held with a total of 152 students

in attendance. This course was held in various locations on various dates between November 2009 - May 2010.

- Course #100634, *Labor Compliance Basic Training*. One course was held with six students in attendance. This course was held in Woodland, October 27 - 29, 2009.

Limited English Proficiency

- Relied on a number of Division of Construction staff members, who speak foreign languages, to serve as interpreters or translators to perform a variety of tasks, such as translating Caltrans documents from English to Spanish and Spanish to English, and responding to telephone calls requiring translation from Spanish to English.
- Updated the list of volunteers for LEP services.

Self-Monitoring

- Participated in Title VI Interdisciplinary Team/Liaison meetings.
- Reviewed current policies and procedures to ensure compliance with Title VI requirements.

C. Division of Design

- Participated in various public outreach activities. Please refer to Attachment E.
- Participated in Title VI Interdisciplinary Team/Liaison meetings.
- Updated the internal contact list to reflect the current PAA for Title VI issues and complaints.
- Held two meetings to partner with the Landscape contractors that perform work related to Highway Planting and Erosion Control for the purpose of gathering feedback and recommendations to improve Section 20 Standard Specification and discuss the conversion of the Standards to the new Plan language format. Meetings are included in the outreach activities matrix.

Title VI Training

- Scheduled 2, five-day, Project Engineering Academies and 2, two-day, Design Senior Seminars, which were postponed due to travel restrictions tied to budget constraints.

- Scheduled delivery of 8, two-day, Context Sensitive Solutions Implementation Workshops statewide to Planning and Project Delivery staff members for a total delivery of 1400 student hours. This training had to be postponed because of travel restrictions due to budget constraints, and the workshop delivery is now scheduled for the FFY 2011. This training project is sponsored and managed by the Caltrans Division of Design, Landscape Architecture Program, through an agreement with the University of California, Institute of Transportation Studies Technology Transfer Program, who brought in an instructional team from CH2M HILL to deliver the workshop.
- Tracked the completion of diversity awareness, sexual harassment and other training programs that relate to *Title VI of the Civil Rights Act of 1964*, including the Title VI online training module, to ensure staff members are kept current on Title VI requirements.

Limited English Proficiency

Reported there were no requests for materials to be translated into non-English languages nor any requests for translation services for outreach or educational purposes.

Self-Monitoring

Conducted Title VI self-monitoring activities by using the standard operating procedures described in the *Project Development Procedures Manual* to help the Division of Design achieve uniformity when notifying the public or conducting public meetings. Peer review of documents helped the Division of Design monitor the wording used to describe a project and assess community impact. The Division of Design attends ADA and civil rights training regularly to ensure a strong knowledge of concerns pertaining to Title VI issues.

D. Division of Engineering Services

- Redirected the PAA duties to the Outreach Services Branch Chief after the EEO Officer/PAA left Division of Engineering Services (DES) in April 2010.
- Displayed the Caltrans nondiscrimination posters throughout DES facilities, including public access points.
- Displayed Title VI brochures at public access points.
- Completed the Title VI compliance review conducted by the Title VI Program staff members.

Title VI Training

Distributed a quarterly notice to all DES staff members to encourage and recommend the Title VI online training.

Self-Monitoring

- Worked with the DES Title VI representatives and staff members in the eight subdivisions to monitor DES programs, services and activities for compliance with Title VI.
- Monitored DES for Title VI activities.

E. Division of Local Assistance

Participated in Title VI Interdisciplinary Team/Liaison meetings.

Title VI Training

Covered Title VI subject matter in the federal-aid series hosted by University of California, Berkeley, for local agencies.

Self-Monitoring

- Tracked projects in *LP2000* for projects that require relocation and/or socio-economic studies to be performed for possible Title VI compliance review and reporting. None were found in FFY 2010.
- Reviewed *Local Programs Procedures* (LPPs) for Title VI related subject matter.

F. Division of Mass Transportation

- Participated in various public outreach activities. Please refer to Attachment E.
- Distributed the CPPS at each of the six Section 5310/5316/5317 Successful Applicant workshops held in Northern and Southern California in July and August 2010. Surveys were collected and data analyzed.
- Participated in Title VI Interdisciplinary Team/Liaison meetings.

Title VI Training

- Conducted FTA Section 5310/5316/5317 Successful Applicant workshops held at six Northern and Southern California locations in July and

August 2010. The federal grant program workshops included a Title VI component. Workshops were attended by federal transit grant subrecipients.

- Ensured staff members completed the Title VI online training module.
- Attended FTA-sponsored State Management training, which included a comprehensive Title VI component.

Limited English Proficiency

- Participated in the biennial *Language Survey*.
- Provided the federal transit grant subrecipients with LEP training during the FTA Section 5310/5316/5317 Successful Applicant workshops held at six Northern and Southern California locations in July and August 2010.
- Ensured all materials on the Division of Mass Transportation Web site provided contact information for special needs assistance.

Self-Monitoring

- Reviewed all private nonprofit and public transit agency grant applications to verify compliance with Title VI requirements, prior to project approval.
- Monitored federal transit grant subrecipients statewide to ensure Title VI requirements are met.

G. Division of Procurement and Contracts

- Used CPPS for all public contact and outreach events.
- Participated in the following outreach activities: Simplified Small/Micro Business/Disabled Veteran Business Enterprise (DVBE) Quote Process, small business outreach, Caltrans Small Business Council (SBC), Construction and Commodities Committees.
- Reported Disadvantaged Business Enterprise (DBE) data monthly to the OBEO. This includes the dollar value, number of prime contractors, subcontractors, and commitments to DBE firms, including the breakdown by ethnicity and gender and actual DBE payments on completed federally assisted projects. Total DBE contract awards for FY 2009-10 are as follows: total prime contractors and subcontractors awarded for services, architectural and engineering (A&E), consultants and construction under \$250,000 for this period is 74 contracts for a total of \$83,477,857.

- Ensured the Division of Procurement and Contracts (DPAC) external Web site data complies with the ADA requirements.

Title VI Training

Utilized the Title VI LEP/ADA training to guide DPAC staff members when assisting internal and external customers.

Limited English Proficiency

- Participated in the biennial statewide *Language Survey* required by the SPB, to ensure compliance with the *Dymally-Alatorre Bilingual Services Act of 1973*, for effective communication between all levels of government and the people of the State who may be precluded from utilizing public services because of language barriers were met.
- Identified bilingual staff for possible volunteer translation and interpreter services within DPAC.
- Maintained the LEP reporting form instructions to guide DPAC staff members when assisting internal and external LEP/ADA customers.

Self Monitoring

Required contractor/vendor compliance in all of its contracts through its terms and conditions in contracting and procurement.

H. Division of Project Management

Participated in Title VI Interdisciplinary Team/Liaison meetings.

I. Division of Rail

Office of Rail Capital Project Development, Operations and Marketing

Participated in various public outreach activities. Please refer to Attachment E.

Title VI Training

Provided Title VI online training to staff members.

Limited English Proficiency

- Translated menus for the Capitol, San Joaquin and Pacific Surfliner corridors.

- Participated in the biennial statewide *Language Survey* during the week of July 19 - 23, 2010. The second week was scheduled for September 20 - 24, 2010.
- Assisted with interpreting information at public outreach events to raise awareness of Amtrak California (Marketing Branch).

Self-Monitoring

- Ensured contracts contain nondiscrimination language obligating contractors to nondiscrimination.
- Evaluated procedures to identify areas of weakness and deficiencies. Where weakness and deficiencies are found, mechanisms will be revised or developed and implemented to ensure Title VI compliance requirements are met and that there are no unresolved Title VI violations prior to award of a contract or grant.

J. Division of Research and Innovation

- Advised Division of Research and Innovation (DRI) staff members of the Discrimination Complaint Investigation process, which includes ongoing training on identifying and reporting Title VI and VII complaints of discrimination (PAA and the Administrative Support Branch Chief).
- Maintained the DRI Web site to allow the sight, hearing or mobility impaired to review Web pages utilizing voice readers to interpret Web page information. This includes using Alt tags for images that describe what is for the voice reader and the use of various tags for text to help the screen reader distinguish between regular text and headers that need emphasis.

Title VI Training

Encouraged all staff to take the Title VI online training located on the OBEO, Title VI Program, Web page.

Limited English Proficiency

- Maintained procedures to accommodate any request for a DRI published document in an alternate format, such as Braille. Procedures have been made accessible to all employees online.
- Ensured research reports are available, upon request, in languages other than English, in Braille, large print, and audiocassette or computer disk for individuals with sensory disabilities.

- Maintained the list of DRI staff members that are fluent in alternate languages. This includes surveying the staff members, and outlining and updating procedures for staff members to follow on a case-by-case basis.
- Provided translation services information to staff members via posters and email.

K. Division of Right of Way and Land Surveys

Title VI Training

- Provided Title VI and LEP training to 17 new Right of Way Agents during the one-week *Academy I*. There were also discussions with Agents during team meetings and manual training.
- Reported all but one employee of the Division of Right of Way and Land Surveys completed the Title VI online training module.
- Ensured the newly developed course, *Basics of Property Management*, contains references to landlord/tenant and Title VI issues.

Limited English Proficiency

- Maintained the Title VI brochure and provided translations of brochures for different functional areas. Title VI brochures in different languages were downloaded from the OBEO, Title VI Program, Web site as needed.
- Identified bilingual employees. The Division of Right of Way district and regional offices have a number of bilingual employees who can communicate with the public in languages other than English. At public meetings where such individuals are expected to be present, Division of Right of Way provides brochures in the appropriate languages.
- Translated the brochure, *Your Property Your Transportation Project*, (July 2008 edition) into Spanish. Also, a printable format was developed for Intranet use. This brochure has also been translated into Hmong.
- Translated the *Residential Relocation Assistance Program (RAP)* brochure into Hmong and Spanish. Pamphlets are provided to clients as needed.
- Added the federal *I Speak* card to the *Right of Way Manual* as an exhibit to be used by Right of Way Agents to identify 38 languages during negotiations with non-English speaking property owners and tenants. A laminated version is available for easy use in the field and is provided to students attending *Right of Way Academy I*.

- Provided the Title VI pamphlets to property owners and tenants in 11 languages, posted on the OBEO, Title VI Program, Web site.

Self Monitoring

- Discussed Title VI issues with Agents to prevent any complaints. Division of Right of Way and Land Surveys ensures continuous communication between OBEO and the Division to provide excellent service to the public and avoid complaints.
- Encouraged District Title VI Liaisons to apply a preventative approach to avoid Title VI complaints.
- Conducted Quality Enhancement Joint Reviews to ensure relevant Title VI elements, such as the distribution of Title VI brochures.

L. Division of Transportation Planning

Office of Community Planning

- Awarded grant funding. The Community-Based Transportation Planning Grant Program awarded over \$2.65 million in grant funding for FFY 2010 to local and regional planning agencies to engage their local communities in developing strategies to improve their physical environments. Public participation and community outreach are very crucial components of the awarded projects.
- Awarded grant funding. The Environmental Justice Transportation Planning Grant Program awarded \$2.8 million in grant funding for FFY 2010 to local and regional planning agencies to engage Environmental Justice communities to improve their physical and social environments. Engagement of historically underrepresented populations is a requirement to receive a grant.
- Published the *Community Primer on Environmental Justice and Transportation Planning*. This resource informs underserved communities, Community-Based Organizations (CBOs), and the general public on the transportation planning process in California. The document is intended to enable traditionally underrepresented communities to participate in the complex transportation decision-making process.
- Shared information and provided technical assistance. Worked with Caltrans district staff members to develop better ways to implement planning projects. Shared public engagement strategies to incorporate diverse populations into transportation planning projects.

- Adopted the *Complete Streets Implementation Action Plan*. The *Complete Streets Implementation Action Plan - Deputy Director 64 Complete Streets*, calls for the development and implementation of a statewide *Complete Streets Plan* to create transportation facilities considering all legal users.
- Reported the Planning Public Engagement contract (PPEC) provides funding for specialized services and skills needed to ensure public engagement successes that are not otherwise available to Caltrans and Headquarters; ensuring outreach to the underrepresented populations, translation into foreign languages; expertise meeting design and group facilitation. Complex planning and design issues are translated into language and graphics that people can understand. These outreach efforts engage all stakeholders, especially those that are traditionally underserved. This inclusive approach means that more people are aware of the projects that are happening in their communities and are more likely to stay actively invested in the process. Caltrans has successfully engaged the public on a wide range of projects that support community-based planning, public engagement, and Context Sensitive Solutions.

Office of Community Planning - Native American Liaison Branch

- Conducted four quarterly Native American Advisory Committee (NAAC) meetings and addressed a variety of transportation and environmental issues.
- Facilitated the appointment process of the NAAC members. Each member of the NAAC is appointed to a two-year term. Membership consists of persons who are nominated by Tribes and Indian organizations throughout the State, recommended by the NAAC and appointed by the Director.
- Collaborated with the U.S. Bureau of Indian Affairs (BIA) in the Indian Reservation Roads (IRR) Inventory Program by conducting outreach workshops and assisted the Tribal Governments in completing and submitting their IRR Inventory data to BIA (three regional workshops - north, central, and south).
- Collaborated with the National Indian Justice Center in providing various transportation training opportunities to Native American communities through the Tribal Technical Assistance Program (TTAP).
- Drafted proposed legislation to amend Section 94(a) of the *California Streets and Highways Code* that would give Caltrans broad authority to directly contract with Tribal Governments as needed to perform its duties.
- Completed sixteen (16) Tribal transportation needs assessment reports and related workshops supported by grant funding under the Tribal Outreach and Engagement for Transportation Planning project.

- Provided advice/guidance to the Director's Office and districts in resolving Native American issues.
- Provided training at the Caltrans Transportation Planning Academy and at staff meetings or workshops.
- Provided advice/guidance to various federal and State agencies on the Native American Liaison Branch's programs and procedures.
- Conducted four quarterly Native American Liaison (NAL) teleconferences with departmental NALs statewide.
- Collaborated with the State Tribal Liaisons in the annual Native American Day Celebration.
- Coordinated the celebration of and exhibition at the annual Native American Heritage Month held in November 2009.
- Reviewed and commented on the 2010 update of the Regional Transportation Plan Guidelines.
- Reviewed and commented on Overall Work Programs, Regional Transportation Plans, Tribal Transportation Plans, numerous Native American related legislation, transportation, and environment handbooks/guidelines.
- Participated in the Transportation Research Board's Native American Transportation Issues Committee meetings.
- Spoke at various Native American conferences, meetings, and workshops statewide.

Office of Workforce Development

Title VI Training

- Presented an overview of Title VI to employees at the all staff meeting held in January 2010. Information on the Title VI complaint process and LEP was presented by the Title VI Program staff members in March 2010.
- Participated in the *Transportation Planning Academy*, which includes a section on Title VI training. Environmental and Community Issues was presented by a staff member on April 20, 2010.
- Participated in the following activities:
 - CalAct Partnership - Grants Presentation

Fundamentals of Grant Writing - April 19, 2010
Grant Writing Tools & Techniques - April 20, 2010

- Field Academy
Metro Station Art Tour - June 22, 2010
Redevelopment Tour/Low-Income Housing Tour - June 23, 2010
Public Participation & Community Involvement - June 22, 2010
- Volunteer Program
Two Job Corps students hired in August 2010.
- Planning Scholarship
Women in Transportation (WTS) Planning Scholarship for \$500
- Provided transportation planners with training on public engagement techniques and strategies. Daniel Iacofano, MIG's founding Principal, was a featured speaker in the Planning Horizons public engagement training presentation. There was an overwhelming response to the program evaluations that were sent out prior to this presentation, which proves the interest and need of the Caltrans Planning staff members to learn more about public engagement strategies. Convening staff members from Headquarters and the districts provided a unique opportunity to reflect on recent engagement efforts, lessons learned, and identified future focus areas. The presentation is online at <http://www.dot.ca.gov/hq/tpp/offices/ocp/pp.html> (Project 2929.28).

M. Districts 1 - 12

District 1 - Eureka

Participated in numerous public outreach activities. For details of the events, please refer to Attachment E..

District 1 - Division of Administration - Equal Employment Opportunity

- Attended Four Bridges Project Public Open House in Mendocino, CA, on June 1, 2010. Also, attended the 197/199 Safe Surface Transportation Assistance Act (STAA) Access Public Hearing in Crescent City, CA, on July 13, 2010.
- Attended project dry runs and public open houses to ensure documents were in compliance with Title VI, facilities were accessible, and Title VI survey forms, brochures, and sign-in sheets were available to the public.
- Attended Title VI Interdisciplinary Team/Liaison meetings.

- Displayed the Civil Rights, Equal Employment Opportunity Program, posters in all operational and public areas throughout the district and field offices.

Title VI Training

- Provided *Title VI Public Participation Survey Collection* training to the Public Information Office and Program/Project Management staff members on July 9, 2010.
- Incorporated a segment of Title VI training into *Sexual Harassment Prevention* training.
- Provided information to District 1 staff members regarding the Title VI online training.
- Conducted Title VI training for individual District 1 staff members upon request from a program's supervisor/manager.

Limited English Proficiency

- Updated District 1 *Limited English Proficiency Procedure and Resource Manual* for District Office Security and Reception staff members.
- Coordinated the biennial *Language Survey* and entered the collected information into the SPB's online system. The SPB requires each State agency to survey employees in public contact positions for 10 non-consecutive days. This survey determines if Caltrans employs sufficient number of qualified bilingual individuals in public contact positions.

Self-Monitoring

Completed the Title VI Compliance Review, which determined that District 1 is in compliance with Title VI. There was one recommendation. The review team recommended the Title VI Liaison be included in the review process of new and revised guidance and decision documents developed within District 1 for possible impact on Title VI. Documents were submitted by Planning on the Mendocino County of Governments (MCOG) Draft 10-11 Overall Work Plan (OWP) for review and were found to be in compliance.

District 1 - Division of Planning and Local Assistance

- Completed Greater Eureka Area Microsimulation Model project. It is in maintenance mode. The model is being used by traffic consultants for

private development purposes and by the City and County for general plan updates. Model includes transit operations.

- Held Native American Leadership and Outreach meetings in Humboldt, Del Norte, Lake, and Mendocino counties, to develop and maintain effective relationships between Tribes and Caltrans.
- Participated in Regional Transportation Planning Agency (RTPA) Technical Advisory Committee (TAC) meetings to actively encourage and support consideration of the needs of underserved communities (Regional Planning).
- Provided grant oversight for the Environmental Justice Grant. The grant is titled, *Healthy Rural Roads*, and is an effort to address specific transportation challenges faced by underserved rural populations with: 1) coordinated transportation service planning; 2) development of a Humboldt County Rural Roads Self-Help Program; 3) development of a Healthy Rural Roads Guide; and 4) a Planning for Active Transportation and Health (PATH) educational campaign (Regional Planning).
- Provided feedback to RTPAs in the development of their individual OWP activities to ensure underserved communities and Native American Tribes are afforded the opportunity to participate in the transportation planning process (Regional Planning).
- Conducted informational webinars. Local agencies and Tribes are invited to participate in webinars to discuss current Local Assistance issues, American Recovery and Reinvestment Act (ARRA) updates and availability of federal aid funding for transportation projects (Local Assistance).
- Initiated consultation with the Smith River Rancheria and the Round Valley Association of Tribes to discuss progress of Feasibility Studies and Project Study Reports within their communities (Advance Planning).
- Conducted various outreach meetings targeting members of the general public, business community and local agencies to provide information and lead discussion on local transportation projects including the Broadway and State Route (SR)-255 Feasibility Studies (Advance Planning).

Title VI Training

Reported all Planning staff members have completed Title VI online training within FFY 2010.

Limited English Proficiency

Ensured invitation materials to Caltrans hosted meetings include notification that translation services are available.

District 1 - Division of Program/Project Management

- Participated in Regional Transportation Planning Agency (RTPA) TAC meetings to help address the needs of underserved communities.
- Consulted regularly with various Tribes on specific project related issues within and in close proximity to their Tribal land.
- Attended regular meetings in Willits for the Willits Bypass to ensure full participation of any underserved communities within the area.

Title VI Training

Reported all employees in the Division of Program/Project Management have completed the Title VI online training.

District 1 - North Region - Division of Construction

- Awarded 19 federal-aid projects from October 1, 2009 - August 23, 2010. Prior to award of all contracts and before the construction phase begins, all Title VI requirements are incorporated into the construction contract documents. Mitigation efforts within the construction phase of a project are addressed in contract change orders (CCOs).
- Reported there were two Title VI mitigation CCOs in District 1 during the construction phase for ADA compliance. One CCO was to construct benches for pedestrians accessing the new bridge via the ADA compliant trail. The other CCO was to construct an ADA compliant trail connecting the public parking area to the new bridge.

District 1 - North Region - Division of Environmental Planning

- Reported the Klamath Grade Raise project impacts the Native American community. A paid advertisement for the meeting was in the local newspaper. In addition, a public service announcement was released to local media in Del Norte County.

- Reported there were no minority, elderly, disabled, or low-income groups identified during the course of the technical studies regarding the Del Norte STAA project. The project was advertised in the newspaper. A public service announcement/news release was produced. Information was made available on the Internet. In addition, direct mailers were sent to interested parties.
- Reported the North Hopland Upgrade informational scoping meeting with the public was held to inform them of the scope changes to the project. The residents were notified of the meeting by letter.
- Analyzed projects for potential Environmental Justice issues.

Title VI Training

Reported three North Region Environmental Planning staff members attended the *Environmental Planner's Academy* held on March 22 - 26, 2010, which included modules on Title VI and Environmental Justice.

Limited English Proficiency

- Ensured Spanish language translations and translators were available at meetings when appropriate.
- Ensured the project displays, which are the centerpiece of the North Region's public workshops, required minimal English language skills to interpret. Typically, Environmental, Design, and Project Management staff members are available to answer questions and provide verbal explanations of the proposed project.
- Provided a court reporter to record comments at public meetings for Environmental Impact Study (EIS)-level projects at the Draft Environmental Document stage. The court reporter is available if attendees either cannot or prefer not to write down their comments.

Self-Monitoring

Monitored activities for potential Title VI issues. Senior Environmental Planners, Associate Environmental Planners, and Environmental Planners are responsible for identifying potential Title VI issues with both minor and major projects. Caltrans Headquarters has staff members working directly on Community Impacts and available to provide input on how to resolve Title VI issues. In addition, staff members contact Headquarters Title VI staff, if clarification is necessary.

District 1 - North Region - Division of Right of Way

Distributed Title VI information to those attending public meetings and to the grantors during the acquisition process.

Title VI Training

Made all Right of Way Agents aware of the Title VI requirements with regard to notification of individual's rights under Title VI.

Limited English Proficiency

Reviewed data developed at the planning stage of the project to offer brochures and booklets in different languages regarding property owners. During the appraisal and negotiation phases, Right of Way Agents make diary notes if special needs are required, such as translators.

Self-Monitoring

- Made diary notes, during the appraisal and negotiation phases, of special needs required, such as translators. Senior Right of Way Agents in these functions usually review the files and confer with staff about any special needs of their clients.
- Provided property owners with a copy of the Title VI documents: *Title VI Complaint Process* form, *Right of Way Title VI Discrimination Complaint* form, *Right of Way Title VI Survey* form, and the *Caltrans and You - Your Rights under Title VI and Related Statutes* brochure at initial contact. If documents are mailed, then at the first contact (by phone or in person) with the property owner they are asked if they received the documents and if they had questions. This action was documented in the parcel diary.
- Confirmed grantors received the Title VI information during the acquisition process.
- Asked, at the time of the first written offer, if the individuals had any questions about the Title VI information that was sent and asked them to submit the Title VI questionnaire.

District 2 - Redding

Participated in numerous public outreach activities. For details of the events, please refer to Attachment E.

District 2 - Division of Administration - Equal Employment Opportunity

- Attended Title VI Interdisciplinary/Liaison meetings.
- Attended three mandatory pre-bid meetings.

Title VI Training

- Provided quarterly reminders to all employees of the online Title VI and Environmental Justice training videos.
- Participated in the Title VI online training (EEO Officer). Additionally, 16 other employees participated in the online training, two of whom are supervisors.

Self-Monitoring

Updated the Title VI database on a continuous basis. The database is maintained by the EEO Officer.

District 2 - Division of Planning and Local Assistance

- Targeted outreach for the SR-36 Transportation Concept Report. SR-36 has a lower income and disabled population and because of this demographic, targeted outreach was done in the communities. This outreach included: Caltrans Internet Web site flyers; Title VI outreach database for direct mailings; Caltrans Public Information Office provided media outreach; notified Chambers of Commerce (COC), U.S. Post Masters in the local communities; held meetings at local community centers; coordinated with transportation departments in Tehama, Shasta, Trinity, Plumas, Lassen, and Humboldt counties; and presentations at Agency public meetings.
- Conducted Tribal outreach with Shasta County RTPA. This is the first time a staff member from the Shasta County RTPA has attended a Tribal outreach meeting with the Pit River Tribal Government. This outreach, held in June 2010, was coordinated through Caltrans and the Pit River Tribal Government.

Title VI Training

- Reported three District 2, Planning and Local Assistance, staff members attended the *Transportation Planning Academy*. This Academy includes a Title VI component in the presentations from Community Planning Office and the OBEO, Title VI Program.

- Reported staff members completed the Title VI online training created by the OBEO, Title VI Program.
- Attended a session on learning disabilities with the Shasta Literacy Program. This training was held on April 21, 2010. The focus of the training was to discuss learning disabilities in populations that are hard to detect.

Self-Monitoring

Analyzed outreach data to determine if the District is reaching out to the Title VI populations. Using the *Meeting Demographics* form, staff members were able to identify who attended the outreach meetings and compared it to the U.S. Census Data for that area. If it is determined the District is not getting the Title VI population they identified, they may need to make efforts to do additional outreach to the targeted Title VI community.

District 2 - Division of Program/Project Management

Title VI Training

Reported all 17 employees in the Division of Program/Project Management completed the Title VI online training. During the reporting period, there were numerous meetings held regarding ways to implement and improve the Division's participation in Title VI.

Limited English Proficiency

Worked with Public Information Office on posting flyers in local businesses in both English and Spanish. In addition, flyers were distributed door to door; ads were placed in the local newspaper in English and Spanish; and ads were placed on a Hispanic radio station out of Chico, CA.

Self-Monitoring

Analyzed data for benefits/burdens. The District will continue to monitor if outreaches are identifying Title VI populations and targeted outreaches are being accomplished. Using the *Meeting Demographics* form, District staff members were able to identify who attended the outreach meetings and compared it to the U.S. Census Data for that area. If the staff members are not getting the Title VI population they need, they will make efforts to do additional outreach to the targeted community.

District 2 - North Region - Division of Construction

- Reported in the North Region, the following 50 federal-aid projects were awarded from October 1, 2009 - August 23, 2010:
 - District 1 – 19 federal-aid projects
 - District 2 – 14 federal-aid projects
 - District 3 – 17 federal-aid projects
- Incorporated Title VI requirements into the construction contract documents. Prior to award of all contracts and before the construction phase begins, all Title VI requirements are incorporated into the construction contract documents. Mitigation efforts within the construction phase of a project are addressed in CCOs. There were seven Title VI mitigation CCOs in North Region during the reporting period. District 2 reported one CCO during the reporting period.

Limited English Proficiency

- Reported North Region Construction – Labor Compliance performs pre-job conference meetings for every District 1, District 2 and District 3 Construction contract. Included with the prevailing wage requirements are State and federal jobsite posters in English and Spanish. All prime contractors must post each poster at the actual project site for use and inspection of all the contractor’s employees.

Disseminated a labor compliance complaint form for contractor’s employees in Spanish and English. The complaint form is distributed to contractor’s employees periodically and always when an EEO complaint is received by the District 2 office. Resident Engineers take EEO interviews of contractor’s employees on a monthly basis and submit them to the Labor Compliance office for review.

- Reported North Region Construction currently has three employees who speak fluent Spanish and Punjabi to assist contractor’s personnel in regards to plans, specs, labor compliance, and general construction contract administration issues.

District 2 - North Region - Division of Environmental Planning

Analyzed projects for potential Environmental Justice issues.

Title VI Training

Reported due to workload, District 2, Division of Environmental Planning, staff members were unable to attend the *Environmental Academy*, which offers Title VI and Environmental Justice components.

Limited English Proficiency

- Made Spanish language translations and translators available at meetings when appropriate.
- Reported the project displays, which are the centerpiece of the North Region's public workshops, required minimal English language skills to interpret. Typically, Environmental, Design, and Project Management staffs are available to answer questions and provide verbal explanations of the proposed project.
- Provided a court reporter to record comments at public meetings for EIS-level projects at the Draft Environmental Document stage. The court reporter is available if attendees cannot or prefer not to write down their comments.

Self-Monitoring

Monitored activities for potential Title VI issues. Senior Environmental Planners, Associate Environmental Planners, and Environmental Planners are responsible for identifying potential Title VI issues with both minor and major projects. Caltrans Headquarters has staff members working directly on community impacts and are available to provide input on how to resolve Title VI issues. In addition, staff members contact Headquarters Title VI staff, if clarification is necessary.

District 2 - North Region - Division of Right of Way

- Discussed Title VI issues with Agents to prevent any complaints. Right of Way, District 2 office, has not had any incidents of Title VI discrimination during the reporting period.
- Initiated approximately 71 negotiations during the reporting period in District 2.
- Reported there were no reported concerns raised involving Title VI issues.
- Utilized *Relocation Impact Studies* as a tool to identify communities that will be impacted by future transportation projects. Right of Way uses departmental data developed at the planning stage of the project to offer

brochures and booklets in different languages regarding property owner's rights in the communities affected. During the appraisal and negotiation phases, Right of Way Agents make diary notes if special needs are required, such as translators or a modified format i.e., Braille. Senior Right of Way Agents in these functions usually review the files and confer with staff members about any special needs of their clients.

- Advertised in local newspapers, on radio and TV news, and direct mailings to affected property owners through the Public Affairs Office. The general public is encouraged to become involved in the location and environmental phase. They were sent direct letters that included booklets and brochures with property owner's rights information, and radio and TV notifications of public hearings.
- Participated in public hearings when property owners are affected by a project.
- Conducted two relocations in District 2 during the reporting period. There were no concerns raised involving Title VI issues.

Title VI Training

Conducted Title VI and LEP training in the *Right of Way Academy*, a mandatory course to all new Agents as well as online training in which the Agents are under oath signing that "I am aware that as an employee of Caltrans, I have a responsibility to ensure nondiscrimination in our programs, activities, and services." Senior Right of Way Agents conducted individual Title VI training with Right of Way Agents who are involved with activities (Appraisal, Acquisition, Relocation Assistance, Property Management, etc.) that directly interact with the public.

Limited English Proficiency

Reported there were no records kept on the costs of in-house translations services as they are included in the translator's regular workload. Right of Way uses Title VI pamphlets in 11 languages posted on the OBEO Web site and added the *Language Identification Flashcard*, which has 30 different languages available for the public to access.

Self-Monitoring

Reported Senior Right of Way Agents and managers routinely monitor functional activities in Appraisals, Relocation Assistance, Property Management, and Excess Land by reviewing diary entries.

District 3 - Marysville

Participated in numerous public outreach activities. For details of the events, please refer to Attachment E.

District 3 - Division of Administration - Small Business Program

Participated in numerous public outreach activities throughout the reporting period.

District 3 - Division of Planning and Local Assistance

- Held public outreach for the city of Winters; Grant Avenue/SR-128 *Complete Streets* plan development was highly emphasized. In the city of Winters, a large proportion of the population is Hispanic. For each of the three public outreach meetings that were conducted, materials were provided in Spanish. Further, the city of Winters has one migrant worker's housing complex called, *El Rio Villa*, which is also along the corridor in which a conceptual design is being prepared. One of three public outreach meetings was conducted in the *El Rio Villa* housing complex on February 25, 2010. Caltrans was successful in organizing, with consultants, a meeting that was facilitated not only with Spanish literature but also with Spanish translators. The other two community meetings were held on March 22, 2010, and May 6, 2010.
- Held three public community workshops sponsored by the city of Colusa and Caltrans District 3, facilitated by consultants. The first workshop was held on May 11, 2010, to solicit community input on conceptual designs and potential improvements along SR-20 Market Street. The second workshop, held June 25, 2010, was the same as the first workshop but focused towards the business community and the Colusa Indian Community Council. The third public workshop, held on July 28, 2010, was to provide the community with the draft conceptual plan as a result of the two prior meetings. Announcement of these events were published in the local newspaper and flyers were distributed through direct mail, electronic mail, public notices, and door-to-door solicitation.
- Prepared and sent a fact sheet regarding the California Interregional Blueprint (CIB) to the Tribes and offered to present the CIB to the Tribes as part of an outreach and collaboration effort.
- Conducted a public outreach effort to advertise Caltrans administered Transportation Planning Grants for the FY 2010-11.
- Attended Caltrans Native American Advisory Committee and Native American Liaison Committee meetings.

- Monitored District and local transportation planning to ensure Tribal issues are considered.
- Worked with Yolo County to ensure that work related to the County's Esparto streetscape project would include input from appropriate non-English speaking or low-income populations in the area.

Title VI Training - All Divisions

Encouraged all employees to complete the Title VI online training (District Executive Management).

District 3 - North Region - Division of Construction

- Reported in the North Region, 50 federal-aid projects were awarded from October 1, 2009 - August 23, 2010. This included 17 federal-aid projects in District 3. Prior to award of all contracts and before the construction phase begins, all Title VI requirements are incorporated into the construction contract documents.
- Reported mitigation efforts within the construction phase of a project are addressed in CCOs. There were seven Title VI mitigation CCOs in North Region during the reporting period. Of the seven CCOs, District 3 had five CCOs during the construction phase for ADA compliance.

Limited English Proficiency

- Performed pre-job conference meetings for every District 1, 2, and 3 Construction contract. Included with the prevailing wage requirements are both State and federal jobsite posters in both English and Spanish. All prime contractors must post each poster at the actual project site for use and inspection of all the contractor's employees. Labor Compliance also has a complaint form for contractor's employees in both Spanish and English. These complaint forms are sent out to contractor's employees periodically and always when an EEO complaint is received by our office. Resident Engineers take EEO interviews of contractor's employees on a monthly basis and submit them to the Labor Compliance office for review.
- Reported three employees speak Spanish and Punjabi fluently to assist contractor's personnel in regards to Plans, Specifications, Labor Compliance, and general construction contract administration issues.

District 3 - North Region - Division of Environmental Planning

Held the following public meetings in District 3:

- I-80 Vertical Clearance. Three meetings were held to receive public input from the local communities regarding the closure of local roads and overpasses during construction. Public notices were published in the local papers. In addition, local public works staff members informed concerned citizens of the meetings.
- I-5/80 Interchange. The public meeting for the Draft Environmental Documents was held to inform concerned citizens of the project. The meeting notice was published in the local newspaper.

Title VI Training

Reported four North Region Environmental Planning staff members attended the *Environmental Planner's Academy*, March 22 - 26, 2010, which included modules on Title VI and Environmental Justice.

Limited English Proficiency

- Reported Spanish language translations and translators were available at meetings when appropriate.
- Reported the project displays that were the centerpiece of the North Region's public workshops required minimal English language skills to interpret. The Environmental, Design, and Project management staff members are available to answer questions and provide verbal explanations of the proposed project.
- Provided a court reporter to record comments at public meetings for EIS-level projects at the Draft Environmental Document stage. The court reporter is available if attendees either cannot or prefer not to write down their comments.

Self-Monitoring

Reported Senior Environmental Planners, Associate Environmental Planners, and Environmental Planners are responsible for identifying potential Title VI issues with both minor and major projects. Caltrans Headquarters has staff working directly on community impacts and are available to provide input on how to resolve Title VI issues. In addition, staff members contact Headquarters Title VI staff, if clarification is necessary.

District 3 - North Region - Division of Right of Way

- Trained staff on the process recommendations for collection of data which was written by the Title VI Coordinator, including reporting of public participation data collected during the events.

- Distributed the guidelines and the plan for training and reporting Title VI instructions to all staff members in electronic file format.
- Monitored Title VI training and involvement.

District 4 - Oakland

Participated in numerous public outreach activities. For details of the events, please refer to Attachment E.

District 4 - Division of External Affairs - Equal Employment Opportunity

- Attended and participated in statewide Title VI meetings.
- Reminded District 4 employees via an email to complete mandatory annual Title VI training. The email was distributed on May 11, 2010.
- Informed all District 4 Branch Chiefs on May 11, 2010, via email, that the revised CPPS and *Visual Tally* forms provided by Headquarters were available on the District 4 EEO Intranet site. The memo included compliance information, instructions, and a sample script for form usage.
- Participated in hiring panels for Senior Transportation Engineer, Public Affairs Manager, and Associate Governmental Program Analyst, in order to ensure Title VI compliance during the interview process (EEO Chief).

Title VI Training

Reported 1,897 District 4, Division of External Affairs, Equal Employment Opportunity, employees have completed the Title VI online training between the dates of October 1, 2009 - August 20, 2010.

Limited English Proficiency

- Ensured the Caltrans Volunteer/Certified Bilingual Listing is available on the District 4 Web site and by request from the District 4 EEO Office.
- Ensured Web links and information pertaining to LEP services, regulations, publications, and forms are available on the District Intranet site.
- Contracted with Language Line Services to assist with translation requests that are unable to be resolved at the District level.
- Updated the District 4 Intranet EEO Web site with the CPPS and *Visual Tally* provided by Headquarters in English and Spanish languages.

Instructions, protocol, and information regarding forms and requirements were provided.

Self-Monitoring

- Distributed a memo to all District 4 Branch Chiefs on May 11, 2010. The memo detailed information regarding the utilization of public participation surveys and the visual tally at all public outreach events, meetings, and workshops.
- Monitored newly appointed managers and supervisors to ensure Title VI training compliance.

District 4 - Division of External Affairs - Public Affairs

- Hosted public meetings and information sessions in ADA compliant venues.
- Distributed public meeting notices, such as flyers, mailers, press releases, media coverage, Twitter, YouTube, Internet, Facebook, SMS, direct email, door to door, and fax.

Title VI Training

Reported 13 District 4, Division of External Affairs, employees completed Title VI online training.

District 4 - Division of Administration

Title VI Training

Reported 101 District 4, Division of Administration, employees completed Title VI online training.

District 4 - Division of Construction

Performed pre-construction meetings with contractors and sub-contractors to discuss federal and state labor law requirements applicable to contracts. Contractors properly displayed the required Civil Rights Discrimination posters at jobsites in English and Spanish languages.

Title VI Training

Reported 434 District 4, Division of Construction, employees completed Title VI online training.

Limited English Proficiency

- Translated forms and letters into Spanish language when required.
- Offered Spanish language interpreters when required.

Self-Monitoring

- Participated in the investigations regarding the use of DBEs and Underutilized Disadvantaged Business Enterprises (UDBEs).
- Carried out Source Document Audits of contractors to ensure compliance with Labor Code and Special Provisions, DBE and UDBE participation, goals, and requirements.
- Ensured contractors provided employee data for use in the FHWA annual report; otherwise, District 4, Division of Construction, withholds funds if compliance to provide employee data is not met by the contractor.

District 4 - Division of Design

Title VI Training

Reported 267 District 4, Division of Design, employees completed Title VI online training.

Limited English Proficiency

Provided District 4, Division of Design, staff members with ADA training that assists in ensuring a strong knowledge of concerns pertaining to Title VI issues.

District 4 - Division of Environmental Planning & Engineering

Title VI Training

Reported 80 District 4, Division of Environmental Planning & Engineering, employees completed Title VI online training.

Limited English Proficiency

Utilized two Spanish language interpreters at a public hearing.

District 4 - Division of Maintenance

Title VI Training

Reported 407 District 4, Division of Maintenance, employees completed Title VI online training.

District 4 - Division of Operations

Title VI Training

Reported 202 District 4, Division of Operations, employees completed Title VI online training.

District 4 - Division of Program/Project Management

Title VI Training

Reported 132 District 4, Division of Program/Project Management, employees completed Title VI online training.

District 4 - Division of Right of Way

- Initiated 88 acquisition negotiations. All acquisition files were in compliance with Title VI. No reported concerns raised by minorities, women, elderly, disabled, or low-income persons concerning their options in negotiation phase.
- Completed 334 relocations. All relocation files were in compliance with Title VI. No concerns were raised involving Title VI in relation to the Relocation Assistance Program.
- Participated in public hearings.

Title VI Training

Reported 167 District 4, Division of Right of Way, employees completed Title VI online training.

Limited English Proficiency

- Utilized *Relocation Impact Studies* as a tool to identify communities that would be impacted by future transportation projects. Used departmental data developed at the planning stage of the project to offer brochures and booklets in different languages regarding property owners' rights in affected communities.

- Offered English/Spanish bilingual services using District 4 staff translators, especially in the Acquisition and Relocation Assistance Program functions. District 4, Division of Right of Way, also has staff members who are fluent in Cantonese, Farsi, Greek, Mandarin, Russian, Tagalog, and Vietnamese.

Self-Monitoring

- Discussed Title VI issues with Agents to prevent any complaints. District 4, Division of Right of Way had no reported incidents of Title VI discrimination during the reporting period.
- Held discussions between OBEO and Division of Right of Way to provide excellent service to the public and avoid complaints.

District 4 - Division of Transportation Planning and Local Assistance

Office of Advanced Planning

- Addressed Title VI related issues in all Project Initiation Documents (PIDs) approved during FFY 2010.
- Required completion of Title VI online training for supervisors and encouraged all other staff members to do the same.

Title VI Training

Reported 94 District 4, Division of Transportation Planning and Local Assistance, Office of Advanced Planning, employees completed Title VI online training.

District 5 - San Luis Obispo

District 5 - Division of Administration - Equal Employment Opportunity

- Included *Introduction to Title VI* to New Employee Orientation (NEO).
- Adapted the Title VI online training for stand-up delivery class in the field.
- Participated in updating the *Title VI Program Annual Compliance Review Update Assessment and Recommendations Status Report*.

Title VI Training

- Added Title VI online training link to the District's Intranet home page.

- Created classes in the Learning Management System (LMS) so that employees have the course completion recorded in their training history.

Limited English Proficiency

Ensured reports and documents are available upon request in languages other than English and in alternate formats, such as Braille, modified type, or audio. The primary language translation is Spanish.

Self-Monitoring

Used the *Title VI Program Annual Compliance Review Assessment and Recommendations Report* for District 5 as a guideline to assist in self-monitoring issues.

District 5 - Division of Administration - Public Affairs

- Participated in six television interviews, Latino Outreach Council event at the San Luis Obispo Farmers Market, and Univision station tour. Included various documents/notices translations.
- Took the lead in tracking Title VI outreach events.

District 5 - Division of Administration - Small Business Program

Participated in numerous public outreach activities.

District 6 - Fresno

Participated in numerous public outreach activities. For details of the events, please refer to Attachment E.

District 6 - Division of Transportation Planning and Local Assistance

Limited English Proficiency

Provided a Spanish interpreter for Spanish speaking indigenous community members for Tribal consultation and coordination.

District 6 - Central Region - Division of Construction

- Reported Construction staff members attended public meetings that were held to inform the public of transportation construction projects.
- Attended City Council meetings to update the Council on the status of construction projects.

- Included Labor Compliance staff members in the pre-construction meeting of all contracts, which included EEO requirements, State and federal prevailing wage requirements, and jobsite poster requirements.
- Ensured all required posters are posted at the project jobsite.
- Conducted Labor Compliance/EEO interviews with the contractor and subcontractor's forces working on the project.

Title VI Training

- Conducted Title VI training as part of the *Resident Engineers Academy*. One construction employee attended the Academy.
- Conducted Title VI training as part of the *Construction Boot Camp*. Approximately 24 construction employees attended the training.
- Encouraged all staff members to participate in the Title VI online training.
- Conducted Title VI training as part of the *Labor Compliance for Resident Engineers*. Twenty-four employees attended this training.
- Conducted three mandatory pre-bid meetings with the goal of increasing small business and DBE participation on Caltrans projects.
- Participated in the monthly San Joaquin Valley SBC meetings to hear the concerns of the small and disadvantaged construction businesses.

District 6 - Central Region - Division of Environmental

Limited English Proficiency

- Participated in Kings County, Kettleman City Safety and Community Study Workshop #1 and #2. Hired Proteus, Inc., for a Spanish interpreter. Other agencies offered interpretation services as well.
- Participated in Kings County, Kettleman City Safety and Community Study. Hired a state-certified Spanish interpreter for written material in Spanish language.
- Participated in U.S. Environmental Protection Agency climate change training in Spanish language.

District 6 - Central Region - Division of Project Development - Design

- Reviewed all Design project plans for Title VI compliance.

- Addressed Title VI considerations through stakeholder involvement mechanisms throughout the project development process by striving to ensure that all efforts are made to identify all persons affected by a project and provide them an opportunity to participate in the decision-making process.
- Addressed Title VI considerations by providing technical assistance, training, and guidance to the District's Design staff members involved in project development as covered in the PDPM. In addition, Headquarters provided assistance to the districts through Design Reviewers and Design Coordinators.
- Utilized the training resource Web page to assist employees in compliance with and carry out departmental policies and federal regulations, pertaining to Title VI in their day-to-day activities.
- Provided assistance on integrating the Context Sensitive Solution (CSS) process of stakeholder involvement into all design activities. Some of the ongoing efforts of the CSS process ensure that the project development process promotes early and interactive stakeholder input. The District includes community members on many Project Development Teams and in *Value-Analysis Studies*.

District 7 - Los Angeles

Participated in numerous public outreach activities. For details of the events, please refer to Attachment E.

District 7 - Division of External Affairs - Equal Employment Opportunity

- Participated in Title VI Interdisciplinary Team/Liaison meetings.
- Coordinated and participated in the *Title VI Program District 7 Compliance Review*, September 22 - 24, 2009. Provided quarterly compliance review updates.
- Coordinated the responses to the questionnaire for the Title VI compliance review.
- Coordinated the interviews and responses for the *Title VI Program Compliance Review Questionnaire*.
- Enhanced and updated our EEO Intranet Web site with updated Title VI information including forms/publications/services to ensure that we provide the most current and accurate information to our customers.

- Promoted and marketed the Title VI online training.
- Marketed the public participation data collection.

Title VI Training

- Marketed and provided Title VI training to staff members and contractors by attending pre-construction meetings to monitor compliance with Title VI guidelines (45 total).
- Promoted, marketed, and participated in the Title VI online training.
- Provided Title VI training for managers, supervisors, and rank and file employees.
- Provided a Title VI training session at the 2010 Resident Engineers Annual Meeting on March 9, 2010. Approximately 110 attended this training, including Resident Engineers, Structure Representatives, Construction Senior Engineers, and Senior Bridge Engineers.
- Provided *EEO Awareness/Title VI Overview* training to divisions.
- Attended approximately 45 pre-construction meetings providing Title VI compliance guidance to contractors.
- Participated in Title VI training provided during the Title VI Interdisciplinary Team/Liaison meetings and quarterly Southern Region District EEO meetings.

Limited English Proficiency

- Developed and provided the *Limited English Proficiency (LEP) Resource Manual with Procedures*.
- Introduced the new Language Line Services contract to the District.
- Coordinated and participated in the biennial *Language Survey* to all District staff members.
- Updated the *LEP Volunteer Interpreter List* and ensured it is available to all staff members.
- Reported the EEO Officer served as a Spanish interpreter for community meetings held by Public Affairs.
- Translated letters, memos, and documents upon request.

- Ensured pamphlets are made available in alternate formats and languages other than English.

Self-Monitoring

- Displayed EEO posters in all operational and public areas.
- Promoted, marketed, and participated in the public participation data collection and visual tally at all public outreach events/meetings.
- Kept records of pre-construction meetings attended.
- Tracked and monitored all Title VI activities.
- Participated in meetings with the Title VI Program representatives to enhance communication and working relationships.
- Prepared quarterly/annual Title VI reports.

District 7 - Division of External Affairs - Office of Government, Community and Legislative Affairs

Small Business Program

- Assisted with the coordination or sponsorship of multi-faceted events designed to increase small, disadvantaged, and DVBEs in State contracting.
- Reported District 7 achieved Caltrans participation goals for small businesses, including DBEs, within all areas of contracting.
- Provided technical support to the OBEO, the Governor's Office, the California Departments of General Services and Veterans Affairs, a host of federal and local government entities, as well as professional affiliations and the transportation-related business community, providing speakers, seminars and workshops for chambers of commerce, business conferences and educational events.
- Sponsored two pre-bid workshops for A&E contract opportunities.
- Facilitated a Regional Small Business Advisory Council comprised of Districts 7, 8, and 12.
- Conducted staff training in CAL-Card and procurement fair procedures to enhance the purchases of District staff with vendors participating in Procurement Fair supply and commodities purchases.

- Met with and provided networking coordination to private and public sector entities interested in developing or promoting career training for Los Angeles area and vicinity residents in the construction industry and/or allied professions.
- Provided technical assistance to individual business owners, one on one, certification information, corporate placement services, networking clues, and business practice counseling.
- Assisted local area businesses through Caltrans New Technology evaluation process and coordinated high-level interaction between Caltrans officials and business owners.

Community Affairs

- Coordinated with local businesses, neighborhood associations and councils, and affected communities regarding Caltrans proposed projects within the environmental citing phase of project delivery.
- Assisted with the provision of information to local, State, and federal Legislators and staff regarding project delivery environmental public hearings.
- Assisted with coordinating meetings with CBOs regarding signage, graffiti, and trash and litter removal.

Legislative Affairs

- Conducted two tours for legislative staff at the District's Traffic Management Center to itemize the monitoring and emergency response mechanisms in place to alleviate traffic congestion on the freeway system.
- Responded daily to an average of two legislative contacts concerning roadway conditions and constituent concerns regarding Caltrans operations.
- Provided information to legislative offices and local government officials, such as Public Works and City Managers regarding emergency roadway repairs.
- Coordinated a Memorandum of Understanding (MOU) between the Department of Water and Power, City of Los Angeles, and District 7 for roadway conservation demonstration project consistent with the Governor's Executive Order pertaining to the reduction of energy costs.

Title VI Training

Reported staff members successfully completed the Title VI online training.

Self-Monitoring

Encouraged all staff members to complete the Title VI online training.

District 7 - Division of Construction

- Completed four restitutions of wages owed to laborers.
- Reported investigation of numerous potential wage cases resulted in one Department of Industrial Relations (DIR) approved wage case and one pending approval.

Title VI Training

- Reported two Division of Construction employees attended the *Labor Compliance Investigation* training, held March 22 - 25, 2010, San Diego, California.
- Reported the District EEO Officer, representing the Title VI Coordinator, provided a training session at the 2010 Resident Engineers Annual Meeting, held on March 9, 2010. There were approximately 110 in attendance, including Resident Engineers, Structure Representatives, Construction Senior Engineers, and Senior Bridge Engineers.

Limited English Proficiency

- Utilized the Language Line Services contract.
- Provided labor compliance posters in Spanish to prime contractors during this reporting period as of August 25, 2010.

Self-Monitoring

Encouraged all staff members to complete the Title VI online training.

District 7 - Division of Design

- Developed transportation improvement projects that were consistent with the requirements of Title VI.

- Participated in public hearings and outreach meetings to ensure that impacted members of the community are given the opportunity to provide input into the design of transportation improvement projects.

Title VI Training

Reported staff members successfully completed the Title VI online training.

Self-Monitoring

Encouraged all staff members to complete the Title VI online training.

District 7 - Division of Environmental Planning

- Analyzed projects for potential Environmental Justice issues.
- Held five public meetings in the District covering four Environmental Documents. The projects were advertised in the local and regional newspapers. The advertisement included contact phone numbers for language interpreters or for other special accommodations. Open house flyers were mailed to property owners and individuals interested in the project.
- Participated in FHWA-sponsored seminars and webinars.

Title VI Training

- Reported staff members successfully completed the Title VI online training.
- Encouraged all staff members to complete the Title VI online training.
- Ensured the Title VI training notices were distributed, and there was a follow-up with senior staff.

Limited English Proficiency

- Provided Spanish or other language translations and translators were available at meetings when appropriate.
- Provided a court reporter to record comments at public meetings for Environmental Document Review. The court reporter was available if attendees either could not or preferred not to write down their comments.

Self-Monitoring

Worked with Headquarters Title VI Program, staff members for any clarification. Senior Environmental Planners and Associate Environmental Planners are responsible for identifying potential Title VI issues with minor or major projects.

District 7 - Division of Planning and Local Assistance

- Held a grant workshop. Transportation Planning Grants Program, District 7, Community Planning and Regional Planning staff members (Division of Planning) in coordination with Headquarters Office of Community Planning and the District 7 Title VI Liaison worked together to hold a Transportation Planning Grant Workshop for FY 2010-11 grant applicants in Los Angeles and Ventura Counties.
- Held workshops to inform and assist potential grantees on the requirements for the application and preparation of Community-Based Transportation Planning, Environmental Justice, Partnership Planning, and Transit Planning Demonstration Grant proposals.
- Hosted California Blueprint Implementation Workshop. The event was well attended. Regional Planning is now continuing to support these efforts.
- Utilized the District and Headquarters database to contact numerous CBOs, advocacy groups, consultants, Council Governments, universities, and cities representing various ethnic groups throughout the District 7 region.
- Conducted the first ever teleconference in collaboration with Southern California Association of Governments (SCAG). As a result, the District increased outreach capabilities. Received, processed, and evaluated over 60 grants.

Title VI Training

- Reported staff members successfully completed the Title VI online training. Also, staff attended Title VI training provided by the District's EEO Office.
- Reported the *Transportation Planning Field Academy* in Los Angeles included a workshop regarding Title VI.

Limited English Proficiency

- Reported Public Affairs (Districts and Headquarters) support the Division of Planning in the distribution of written and spoken outreach materials in languages that are appropriate to District 7's particular region.

- Ensured alternative formats/assistance was available. For all workshops and meetings held by the Division of Planning, assistance for the hearing impaired and translators for the non-English speaking were provided. All of our focus groups included sessions in various languages. Interpreters and facilitators from the various ethnic groups also participated.
- Reported translation was done in the following seven languages: English, Spanish, Korean, Chinese, Japanese, Indonesian, and Pampangan.

Self-Monitoring

- Encouraged all staff members to complete the Title VI online training.
- Monitored Title VI activities through quarterly and annual reporting documents (Community-Based Transportation Planning).

District 7 - Division of Program & Project Management

- Provided opportunities for small businesses to be mentored by large businesses through the Calmentor Program. There were nine mentor/protégé relationships established this period.
- Awarded 6 out of 14 A&E contracts to prime small businesses, DBEs, and UDBEs.

Title VI Training

Reported staff members successfully completed the Title VI online training.

Self-Monitoring

Encouraged all staff members to complete the Title VI online training.

District 7 - Division of Right of Way

Participated in a quarterly tenant's association meeting held on June 30, 2010.

Title VI Training

- Developed a customized program that was delivered to each employee, which included the clerical support, administrative, and Right of Way Agents. This training was also included as a portion of the *Right of Way Academy* for newly hired Agents. During this two-week session, a partial day was dedicated to this topic.

- Reported all management and rank and file employees have completed Title VI online training from August 2009 - February 2010.
- Encouraged all staff members to complete the Title VI online training.

Limited English Proficiency

- Distributed brochures and booklets in English and Spanish in an LEP format.
- Provided translators at public meetings for anyone with LEP. Right of Way maintains a list of bilingual language approved Agents who are available for meetings as well as on an individual basis when meeting with a homeowner or a member of the public. Right of Way does not track the expenses for these services. The time spent doing any translation is charged as staff work on each project expenditure authorization (EA) that is used. Right of Way staff members are currently working with a small number of Korean speaking displacees, and a Korean Agent has been assisting the RAP Agents with translation. Approximately 60 hours per year is spent on this effort.

Self-Monitoring

- Reported every member of the public that Right of Way staff members encountered was treated uniformly in compliance with the *Uniform Act* and *Title VI of the Civil Rights Act of 1964*. Title VI discrimination issues have never been a problem with Right of Way. Staff is very diverse, reflecting the makeup of our region, and is sensitive to the needs of the public in all its diversity.
- Encouraged all staff members to complete the Title VI online training.

District 8 - San Bernardino

Participated in numerous public outreach activities. For details of the events, please refer to Attachment E.

District 8 - Division of Construction

- Focused on public outreach efforts. Several high profile projects involved increased public awareness and media notices to encourage public awareness, public participation, inform the public of proposed construction related closures, and to encourage seeking alternative traffic routing.
- Attended all pre-construction conferences for federal, State, and local agency projects.

- Increased Labor Compliance awareness among Resident Engineers through presentations at meetings and individual training.
- Accomplished goal of holding quarterly outreach/small business workshops that include minority groups, women, elderly, and disabled persons.
- Co-sponsored a contracting connection and procurement fair in collaboration with California State University, San Bernardino. Construction Division staff were participants.

Title VI Training

Participated in completing the Title VI online training.

Limited English Proficiency

Distributed detailed informational handouts and notices at the public awareness meetings held throughout the year.

Self-Monitoring

Increased source document reviews of contractors to ensure compliance with Labor Code and Special Provisions as well as with DBE and DVBE participation.

District 8 - Division of Design

Title VI Training

- Attended the *Title VI and Statutes Overview* training classes in the District as mandated.
- Implemented practices from CSS training for designs related to roadside rest areas and visual site assessments.

Limited English Proficiency

Reported all outreach to the public as well as translation services were handled through other divisions, such as Divisions of Environmental and Public Affairs. Other design-related documents made available to the public were handled through Headquarters Division of Design.

Self-Monitoring

Participated and provided input in the District's outreach efforts to communities and other public activities, such as public meetings and hearings.

District 8 - Division of Environmental Planning

Title VI Training

Reported two employees have taken the Title VI online training.

Limited English Proficiency

- Published notices in Spanish language print media in conjunction with public outreach efforts for projects where it was established that a Spanish speaking population was present.
- Reported a total of six Environmental Document Review Checklists were completed for the following Environmental Assessments (EAs):
 - EA 448100 - Draft
 - EA 341600 - Draft and Final
 - EA 3401U0 - Draft
 - EA 432700 - Final
 - EA 0H1300 - Final

The above referenced checklist includes Community Impact and Environmental Justice as content topics.

- Reported Final Environmental Documents (FEDs)—Environmental Assessments determined to be eligible to receive a Finding of No Significant Impact (FONSI) were signed for the following three projects:
 - EA 341600
 - EA 432700
 - EA 0H1300

Self-Monitoring

- Reported all Draft and Final Environmental Documents received a specific quality control (QC) review, which focuses on confirming that federal laws, regulations, and Executive Orders applicable to the project have been appropriately addressed. This QC review also covers the Review Checklist referenced earlier.
- Ensured Title VI training notices were distributed, and there were follow-ups with senior staff.

District 8 - Division of Transportation Planning

Office of Community Planning

Reviewed the City of San Bernardino's, *Transit Oriented Development (TOD) Overlay District* viewed by the City's Redevelopment Agency and the Planning Center for the preparation of a TOD Overlay District project.

Office of Corridor System Management Plans (CSMP)

Held meetings with stakeholders to discuss information related to the corridors being studied as an opportunity to present and obtain feedback.

Office of Goods Movement

Participated in stakeholder meetings as a partner on ongoing Goods Movement issues throughout the region. The Goods Movement Office worked with Headquarters to develop a Goods Movement pamphlet.

Office of Indian Affairs

Participated in various Tribal transportation planning workshops throughout the State with various Tribes to discuss the planning process, Tribal issues, funding opportunities, and Environmental Justice programs. Reviewed Project Study Reports, Project Reports, and Intergovernmental Review proposals relative to their impacts to area Tribes. Acted as the first point of contact for Tribes seeking assistance and guidance from our various Caltrans divisions. This unit also assisted a local Tribe with ongoing maintenance and access issues from the adjoining State Highways.

Office of Regional Planning

- Provided the general public transit information by maintaining a transit kiosk in the lobby of the State building that houses District 8 employees. Brochures are available in Spanish as well as English.
- Provided the opportunity for stakeholders to participate in a two-day training entitled *Designing Streets for Pedestrian Safety*. The training was sponsored by Caltrans and FHWA.
- Conducted a carpool/vanpool outreach in the District's lobby to promote ridesharing. Efforts have been ongoing with posting fliers, sending emails, etc.

District 8 - Division of Right of Way

- Provided informal Title VI training with Senior Right of Way Agents who are involved with activities, such as Appraisal, Acquisition, Relocation Assistance, Property Management, etc., and directly interact with the public.
- Provided brochures to local agencies in the acquisition of property rights on federally-funded transportation projects. Also provided brochures during public hearings.
- Provided the public, grantors, displacees, and others affected by transportation projects Title VI information including the complaint process. This information was provided during appraisal, acquisition, and relocation activities.
- Discussed Title VI issues with Agents to help prevent any complaints by scheduling team meetings and manual training.
- Required all Agents to take the Title VI online training module provided by Headquarters and to submit their completion certificates to management.
- Initiated approximately 200 new negotiations this fiscal year. Acquisition files were in compliance with Title VI. There were no reported concerns raised by minorities, women, elderly, disabled or low-income citizens concerning their options in the negotiation or relocation phase. The negotiator's log did not reflect any disparity in the conduct of the negotiations between minorities and non-minorities.
- Utilized *Relocation Impact Studies* as a tool to identify communities that would be impacted by future transportation projects. The Division of Environmental Planning usually conducts Title VI studies and community outreach to identify community representatives to become involved in the project potential location and environmental phase.
- Utilized departmental data developed at the planning stage of the project to offer brochures and booklets in different languages regarding property owner's rights in the communities affected.
- Participated in approximately five public hearings. Right of Way is not the leading division at public hearings. There was at least one bilingual Right of Way Agent at the meetings where right of way was affected.
- Offered English/Spanish bilingual services using staff translators, especially in the Acquisition and Relocation Assistance Program functions. Also provided services using staff translators.

- Reported there were a total of 10 relocations of displacees completed during FFY 2010.
- Included reviews of the parcel diary by peers and superiors to ensure the Acquisition Agent verified the receipt of the Title VI Survey and Brochures by the property owners. Acquisition Agents also worked with the owners to identify the language of their preference during negotiations and accommodate accordingly.

District 9 - Bishop

Participated in numerous public outreach activities. For details of the events, please refer to Attachment E.

District 9 - Division of Administration - Equal Employment Opportunity

- Participated in the annual Title VI compliance review.
- Attended the Title VI Interdisciplinary Team/Liaisons meetings.

Title VI Training

Reported the EEO Officer completed the Title VI online training.

Limited English Proficiency

- Participated in the biennial *Language Survey*.
- Compiled an up-to-date District Volunteer Translator List.

Self-Monitoring

- Gathered general demographic information at public meetings.
- Identified potential strategies for engaging traditionally underrepresented populations.

District 9 - Division of Administration - Building Maintenance

Title VI Training

Reported all program staff members have completed Title VI online training.

Self-Monitoring

Identified on a continual basis potential strategies for engaging traditionally underrepresented populations.

District 9 - Division of Program/Project Management & Local Assistance

Title VI Training

Reported all program staff have completed the Title VI online training.

Limited English Proficiency

- Ensured all public meeting notices in the paper, by email, and via flyers, provided instructions on requesting information in alternative language formats.
- Reported Program/Project Management staff members participated in the biennial *Language Survey*.

Self-Monitoring

- Gathered general demographic information at public meetings.
- Identified on a continual basis potential strategies for engaging traditionally underrepresented populations.

District 9 - Central Region - Division of Construction

- Initiated 34 projects in this reporting period. Because of Section 7 of the *Standard Specifications Manual*, which refers to Legal Relations and Responsibility, all projects had mitigation measures. In addition, Division of Construction also used labor compliance interview checks in the field to be sure employees of the contractors were getting proper rate of pay. Certified payrolls were sent to Caltrans Labor Compliance unit to assure rate of pay and job classifications were addressed.
- Reported none of the CCOs in the reporting period were written to change the original legal responsibility of the contractor.
- Reported for each mitigation measure having Title VI implications nondiscrimination was mitigated.

- Assisted with the ongoing small business data collection process by gathering forms, *Subcontracting Request*, CEM-1201; *Final Report - Utilization of DBEs*, CEM-2402F; and *Final Report - Utilization of DVBEs State Funded Projects Only*, CEM 2402S. As projects were completed, this information was collected and sent to Headquarters.
- Used the *Civil Rights Title VI Program Guidelines & Appendices* as a reference.

Title VI Training

Reported all program staff members have completed the Title VI online training.

District 10 - Stockton

Participated in numerous public outreach activities. For details of the events, please refer to Attachment E.

District 10 - Division of Administration - Equal Employment Opportunity

- Provided quarterly updates to the OBEO, Title VI Program in response to the full *Title VI Program Compliance Review* that was conducted by Headquarters.
- Met regularly with the Title VI Program Coordinator to ensure proper documentation for reports, including reporting requirements and review Title VI-related policies and procedures to educate and maintain consistency throughout the District.

Title VI Training

Scheduled four sessions of Title VI online training from January through August 2010. There were 202 employees who had completed the training.

Limited English Proficiency

- Participated in the biennial *Language Survey*.
- Updated the Language Assistance Resource List for District 10 language interpreters, including the use of the Language Line Services and the SPB's *Language Identification Guide*.

Self-Monitoring

- Displayed the revised EEO posters in all operational and public areas throughout the district and field offices.
- Provided a supply of Title VI brochures in the main lobby of the District 10 Office Building.
- Met with staff from Program/Project Management and the Public Information Office to ensure they have all the necessary forms and reporting instructions prior to conducting public meetings and workshops.

District 10 - Division of Administration - Office of Public and Legislative Affairs

Participated in numerous public outreach activities. Please refer to the attached matrix.

District 10 - Central Region - Division of Construction

- Attended public meetings that were held to inform the public of transportation construction projects.
- Attended City Council meetings to update the Council on the status of construction projects.
- Participated in the pre-construction meeting of all contracts, which included EEO requirements, State and federal prevailing wage requirements, and jobsite poster requirements.
- Ensured all required posters were posted at the project jobsite.
- Conducted Labor Compliance/EEO interviews with the contractor and subcontractor's forces working on the project.

Title VI Training

- Conducted Title VI training as part of the *Construction Boot Camp*. Twenty-two Construction employees attended the Academy in District 10.
- Encouraged all staff to participate in the Title VI online training.
- Conducted *English as a Second Language (ESL) Grammar and Writing Skills* training for employees. Two Construction staff attended the training.
- Conducted one mandatory pre-bid meeting with the goal of increasing small businesses and DBE participation on Caltrans projects.

- Participated in the monthly San Joaquin Valley SBC meetings to hear the concerns of the small and disadvantaged construction businesses.

District 10 - Division of Planning

- Coordinated with Districts 3 and 4, the District 10 Planning Division utilized Headquarters Public Engagement contract funds to develop and implement a Public Outreach Plan for the long-range transportation planning study of SR-12.
- Implemented the Public Engagement Plan (PEP) for the SR-49 TCR involving Amador, Calaveras, Tuolumne, and Mariposa counties. Two stakeholder/public meetings were held to identify outreach strategies and methods to use for public involvement.
- Reported Liaison efforts resulted in improved communication between the Tribes and Caltrans Environmental Unit, District Native American Coordinator (DNAC), for two transportation projects in Calaveras County.
- Reported Liaison efforts resulted in two local Tribal members from two different Tribes located within District 10 area who remain members of the Native American Advisory Committee (NAAC).
- Held Government-to-Government meetings.
- Ensured Tribal representation on the Tribal Advisory Committee and RTP update committees.
- Ensured ongoing interagency coordination with internal and external transportation planning partners including Tribal Governments.
- Participated with Headquarters for ways to include Tribal Governments in the CIB Plan process.
- Participated in the San Joaquin Central Valley Tribal Environmental Justice Collaboration Project (also a blueprint-related process).
- Coordinated with a consultant, hired by Caltrans, and local Tribes for a Bureau of Indian Affairs (BIA) Indian Roads Reservation (IRR) Tribal Needs Assessment Project.

Title VI Training

Completed the online Title VI online training module.

Limited English Proficiency

- Provided assistance to the District 10 EEO Office with review of the Spanish translation of Title VI-related documents.
- Provided assistance to the District 10 EEO Office by reviewing the CPPS cards.

Self-Monitoring

Met regularly with District Title VI Program staff members to maintain compliance with Title VI, ensured statistics were collected, and data was analyzed and reported properly.

District 11 - San Diego

Participated in numerous public outreach activities. For details of the events, please refer to Attachment E.

District 11 - Division of Administration - Equal Employment Opportunity

- Ensured the partnership and communication with the Headquarters Title VI Program staff members.
- Attended Title VI Program VTC meetings.
- Encouraged and delivered Title VI training with the assistance of the OBEO, Title VI Program staff members.
- Provided Title VI training to external customers/clients on an as needed basis.
- Participated in public outreach meetings as needed to provide information and/or address Title VI issues.

District 11 - Division of Administration - Public Information Office

- Provided information regarding the planning, design, construction, maintenance, and operation of the State transportation system to members of the public, media, legislative offices and community groups. The Public Information Office also worked with elected officials to address constituent concerns and resolve issues involving the District/Department.
- Evaluated communities to determine their needs by going out to the communities and identifying issues to help in gathering information on the needs of the communities. The Public Information Office used demographic

information (U.S. Census, San Diego Association of Governments Regional Census Data Center, and planning and community groups) to adequately determine the needs that may arise. The Public Information Office also used demographic information provided by District Environmental and Program Project Management staff members and from data collected at public meetings.

- Identified the needs of low-income communities by field visits, talked with residents and business owners and apartment managers, and solicited feedback from local agencies servicing those areas.
- Responded to inquiries by personal contact, telephone, email, through the Web site and the *California Public Records Act*. Public outreach efforts made by the Public Information Office were targeted to reach the maximum numbers of all affected populations. The Public Information Office attempted to provide timely accurate responses to all public, media, and legislative inquiries, regardless of the source of inquiry.
- Responded to an average of three hundred phone calls, letters, emails, and walk-in inquiries each week.
- Utilized the Web site, media, and delivery of flyers to residents and businesses to provide advanced notice of construction activities and highway closures.
- Attended public hearings and meetings for the I-5 North Coast Corridor project 11-235800, I-805 Managed Lanes North project 11-081630, and the SR-76 South Mission Road to I-15 project 11-257110 to coordinate media interviews with senior project staff and/or respond to media inquiries on other issues not related to the project.
- Received and responded to 73 new requests for information pursuant to the *California Public Records Act* (CPRA; Government Code Sections 6250-6276) between October 1, 2009, and August 31, 2010. The Public Information Office coordinated media events, including groundbreaking ceremonies for the following:
 - Southbound Auxiliary Lane Project 11-081644 and the SR-76
 - Melrose to Mission Road Project 11-080104
 - 2010 San Diego Regional Transportation Update
 - Highway Workers' Memorial Day
 - Mountain of Trash Anti-Litter Event
 - Take Care Getting There on SR-67
 - Safe Driving is No Accident on SR-76
 - Slow For The Cone Zone
 - Highway Workers' Safety

- Anti-Litter Public Awareness Campaigns and fact sheets
- Participated in an informational booth at the Mexport Cross-Border Trade Show in Otay Mesa, provided project fact sheets and major construction maps, and responded to inquiries.
- Provided information to District personnel, public, media, and to local, State and federal agencies by telephone, Web site, news releases, email, fax, radio, print, and television interviews.
- Produced and distributed more than 200 news releases and media advisories, six construction bulletins, and approximately 35 project fact sheets between October 1, 2009, and August 31, 2010.
- Participated in the quarterly statewide Title VI teleconferences and provided Public Information staff members with updates on data collection, reporting requirements, and forms.

Limited English Proficiency

- Reported the Public Information Office has access to more than 100 media outlets and maintains an updated list of area media contacts including English and Spanish language media. The Public Information Office also maintains listings of community contacts, legislative contacts, and local chambers of commerce.
- Assisted persons requesting non-English languages to speak with one of the District's language volunteers or by using the Language Line Services contract.
- Assisted in coordinating Spanish language media interviews with Spanish speaking senior and above Caltrans representatives at media events, public meetings, and upon request from Spanish language print and television media outlets.
- Participated in the biennial *Language Survey*.
- Responded to an average of less than one request per month for assistance with a Spanish speaking representative. No other languages were requested.
- Provided Spanish language translation fact sheets for the SR-11 Otay Mesa East Port of Entry and the SR-98 Widening projects. No other languages were identified or requested.

District 11 - Division of Construction

- Participated in monthly SBC meetings, which were held in the District to promote outreach and utilization of DBEs and to encourage better partnerships with all interested construction-related businesses, service providers, and suppliers.
- Assisted SBC members by investigating issues of concern, such as possible subcontracting, DBE, or DVBE violations.
- Monitored prime contractor's proposed U/DBE participation, contract goals, and actual attainment to ensure adherence to U/DBE contract provisions.
- Provided the Small Business Liaison with documents and information for data collection of proposed U/DBE participation and actual goals attained, which were distributed to the District 11 SBC members. The same statistics were also used to assist with the nominations for the Contractor of the Year Award presented by the District 11 SBC.
- Provided ongoing guidance and information to Resident Engineers and staff members regarding current U/DBE program requirements, reviewed DBE substitution and when appropriate, recommended action for noncompliance.
- Provided DBE utilization and subcontractor information to the Small Business Liaison.
- Provided information to contractors and field staff at pre-construction meetings.
- Assisted with the Annual Business Procurement Fair, sponsored by Caltrans, SBC, and San Diego's Public Agency Consortium (SDPAC).
- Participated in the District's annual Prime Contractor of the Year Award, which recognized the contractor's ongoing commitment to utilization of DBEs and small businesses.
- Participated in a Mock Contract Workshop, primarily to promote participation and bidding by small businesses, U/DBEs, and DVBEs.
- Participated in a mandatory pre-bid conference as an effort to increase small business and U/DBE participation on construction projects.
- Participated in Title VI Interdisciplinary Team/Liaison meetings.
- Translated forms and letters to Spanish and offered Spanish-speaking interpreters when required.

- Ensured that Spanish-language posters were displayed at construction work sites.

Title VI Training

Participated in the Title VI online training.

Self-Monitoring

- Ensured contractors properly displayed the required EEO/discrimination posters at the jobsite for their employees to review. Division of Construction will withhold funds if contractors are not in compliance.
- Monitored completion of the Title VI online training. Supervisors and managers would strive to have all staff participate in training.

District 11 - Division of Environmental Planning

- Participated in public hearings to receive public input and comments on the Draft Environmental Impact Report/Environmental Impact Statement (EIR/EIS) for the SR-76/Mission Road to I-15 Highway Improvements project.
- Participated in a series of public hearings to receive public input and comments on the Draft EIR/EIS for the I-5 North Coast Corridor project.
- Participated in a series of public hearings to receive public input and comments on the Initial Study/Environmental Assessment (IS/EA) for the I-805 Managed Lanes North.
- Participated in public hearings to receive public input and comments on the Draft Environmental Impact Report/Environmental Assessment (EIR/EA) for the I-805 Managed Lanes South.
- Participated in community outreach events for the I-5 North Coast Corridor project.

Limited English Proficiency

- Provided translation services for the following projects:
 - SR-76/Mission Road to I-15 Highway Improvements project: the newspaper ad was translated into Spanish and placed in the *Hispanos Unidos* newspaper. District staff provided translation services at the public hearing. The stenographer also accepted comments in Spanish.

- SR-11/Otay Mesa East POE Project: the newspaper ad was translated into Spanish and placed in the *Hispanos Unidos* newspaper. District staff provided translation services at the public hearing. The stenographer also accepted comments in Spanish.
- I-5 North Coast Corridor project: the newspaper ads were translated into Spanish and placed in the *Hispanos Unidos* newspaper. District staff provided translation services at the public hearing. The stenographer also accepted comments in Spanish.
- I-805 Managed Lanes North: the newspaper ad was translated into Spanish and placed in the *Hispanos Unidos* newspaper. District staff provided translation services at the public hearing. The stenographer also accepted comments in Spanish.
- I-805 Managed Lanes South: the newspaper ad was translated into Spanish and placed in the *Hispanos Unidos* newspaper. District staff provided translation services at the public hearing. The stenographer also accepted comments in Spanish.

District 11 - Division of Planning

- Reviewed LPPs for Title VI compliance.
- Reviewed projects submitted by local agencies that required relocation and/or socio-economic studies performed for possible Title VI compliance review and reporting.
- Addressed questions from local agencies.

District 11 - Division of Right of Way

- Reported there were 30 negotiations (First Written Offers) made during the reporting period. The negotiator's diaries did not show any signs of disparity of treatment between minorities and non-minorities.
- Reported there were no reported concerns raised by minorities, women, elderly, disabled, or low-income citizens concerning their options in the negotiation phase. There were approximately 10 percent minorities, women, elderly, disabled, or low-income citizens represented in the First Written Offers.
- Participated in discussions with Acquisition Agents' review of parcel diaries and field reviews.

- Reported there were five public hearings or public scoping meetings held during the reporting period concerning locations of projects, in which Right of Way participated but was not the organizer.
- Held five public meetings. The Environmental Division conducts the Title VI studies and community outreach to identify those community representatives to become involved in the location and environmental phase. In general, Right of Way follows the Executive Order on Environmental Justice, as standard operating procedure. They identify these communities via analysis of Census data. Meetings are held with local agency representatives and planning departments to ensure that impacts to their citizens are addressed. They review local agency plans, e.g., community plans and assessment of compatibility of our project with local plans. They notify the public that access and accommodation is provided to those who require it to attend public hearings or meetings.
- Reported 17 relocations were completed.
- Reported in the RAP, all group types raised some concerns over similar topics, such as for the elderly and/or disabled, the issues were mainly centered on ability to access the replacement properties; for all other groups, the issues were about the ability to find affordable, comparable replacement property.
- Reported all these concerns were addressed mainly through replacement advisory services provided by Relocation staff members. For nonresidential displacees, the issues revolved around finding replacement sites within affordable ranges and the cost of re-establishing their businesses. Most of these issues were addressed through advisory services and the provision of move, move-related, and re-establishment payments as allowed by the relocation program regulations.

Title VI Training

- Attended and provided Ethics training and routine manual training including Title VI.
- Discussed Title VI issues with Agents periodically in team meetings.
- Provided informal training to Right of Way employees to implement the *Right of Way Manual* change to include the *Language Identification Flashcard* for all public contacts where English proficiency may be an issue.

Limited English Proficiency

- Reported two certified Spanish bilingual Agents provided assistance to the RAP and acquisition staff members with LEP displacees.
- Reported RAP pamphlets were available in Spanish to clients as needed as well as in many other languages located on the OBEO, Title VI Program Web site.

Self-Monitoring

- Verified the Title VI information was given by the appraiser, both in the parcel diary and verbally with the grantor/lessee. If needed, new Title VI information was given.
- Distributed the Title VI informational brochure survey and complaint forms were sent with each Notice of Decision to Appraise letter. Having the appraiser note it in the parcel diary monitored the sending of these items. In their review of each appraisal, the supervisor confirmed that the appropriate materials were sent to the grantor and for adherence to Title VI policies.
- Ensured every application has a notice of nondiscrimination and each new tenant is given a Title VI survey letter.

District 12 - Irvine

Participated in numerous public outreach activities. For details of the events, please refer to Attachment E.

District 12 - Division of Administration - Office of Equal Employment Opportunity

- Completed the comprehensive onsite Title VI and ADA Compliance Review in February 2010.
- Completed a comprehensive district-wide questionnaire in January 2010, regarding District Title VI policies, procedures, and practices in conjunction with and prior to the comprehensive compliance review.
- Developed a team of District Title VI representatives to increase reporting and Title VI compliance throughout each program and division within the District, which started in March 2010.
- Conducted the first annual Regional SBC meeting in District 12 on July 20, 2010.

- Attended 16 events where small business, DVBE, and DBE or minority business enterprise vendors were in attendance in an effort to promote increased business opportunities with the above underrepresented groups.
- Created a new alliance with Districts 7 and 8 to provide improved outreach to small, disadvantaged, and DVBEs within the Southern Region.
- Created a new alliance with Orange County Transportation Authority to provide improved outreach and business opportunities to small, disadvantaged, and DVBEs within the Orange County area and outlying areas.

Title VI Training

- Instructed District employees to complete the Title VI online training in February 2010. As a result, 80 percent of District employees had completed Title VI online training within the first year of this training becoming available.
- Conducted staff training in February 2010. Staff members viewed the video, *Understanding and Abiding by Title VI of the Civil Rights Act of 1964*, with a question and answer period after the video.
- Met regularly with a team of Title VI representatives from each Program and Division within the District to improve Title VI data collection, reporting, and compliance throughout the District. Title VI training and other important policy updates were reviewed during each of these meetings.
- Attended five Title VI-related video and/or teleconferences throughout the reporting period.

Limited English Proficiency

- Provided a shared drive and an LEP folder to all staff. Most of these documents are also available in printed form in an LEP packet, which has been provided to public contact staff within all divisions and programs in the District.
- Conducted training in February 2010, and District staff viewed the video, *Language Assistance for Limited English Proficient Persons under the Dymally-Alatorre Bilingual Services Act* with a question and answer period after the video.
- Updated the District's LEP Web page information.

- Provided an LEP information packet and training to all security guards at each station within the District Office in February 2010.
- Attended two instructional video and/or teleconferences prior to the *Language Survey*, then offered this training to a representative from each Division or Program. This was to facilitate a successful statewide *Language Survey*.

District 12 - Division of Administration - Public Information Office

- Participated in community outreach events in the communities of Long Beach, Garden Grove, and Westminster regarding the I-405/I-605/SR-22 West County Connector Project. Translators were on hand to provide information in Spanish, and collateral material was provided in English and Spanish.
- Participated in community outreach events in the community of Laguna Beach regarding the SR-1 Roadway Rehabilitation project.
- Attended 11 pre-construction meetings to ensure contractors were cognizant of sensitive community issues within the contract's scope of work.

District 12 - Division of Environmental Analysis

Ensured Title VI implementation through the public notification and public hearing process, including ADA accessible meeting locations, alternate format environmental documentation and TTY access, availability of court reporters and Spanish language translators, and by consistently utilizing the Standard Environmental Reference (SER), which contains guidance for staff to ensure Environmental Justice.

Limited English Proficiency

Used Census data and site visits to identify affected groups. The mailing notices were in English and Spanish. Public notices were published in the *Los Angeles Times*, *Orange County Register*, and *La Opinion*, a local Spanish-language newspaper. We also consulted with the cities and counties to determine presence of populations and/or communities. The notices included a contact phone number and TTY number to ensure accommodations would be made. Meeting locations were ADA accessible, and court reporters and translators were available. The Caltrans Title VI statement was included in all environmental documents, and Environmental Justice was considered in all project reviews.

Self Monitoring

Utilized self-monitoring activities for Title VI compliance. Internal reviews of documents and data from the U.S. Census and local demographics were used. Review of training materials throughout the process ensured compliance with Title VI. Environmental Planners used the SER for guidance and as a measure to self-check their work.

District 12 - Division of Planning

Title VI Training

Participated in Title VI online training. On February 2, 2010, the entire Branch completed Title VI online training.

Transportation Planning

Held a grant workshop on March 16, 2010, at the Traffic Management Center in Irvine, CA. Representatives from two jurisdictions attended, including the city of Diamond Bar and the Orange County Water District.

Regional Planning

Limited English Proficiency

Reviewed the new Language Line Services memo and the LEP Guidelines Update.

District 12 - Project Delivery - Office of Construction

- Participated alliance with District 7 and 8 in the Calmentor Program. The mission of the Calmentor Program is to increase the pool of small business participation in transportation projects. The Calmentor Program assists DBEs, DVBES, and other small businesses. The goals and objectives of the program are to establish a mentoring program that pairs small businesses with large firms and to enhance small business operations to achieve their growth potential.
- Held four mandatory pre-bid meetings. The purpose of the meetings was to provide small businesses the opportunity to meet and interact with prospective bidders and increase small business participation in the performance of construction contracts.
- Hosted a workshop titled, *Ask the Primes*, on June 10, 2010. This was an informational meeting that gave subcontractors an opportunity to ask prime contractors questions regarding the construction industry.

- Hosted a Construction Contractors Outreach meeting on July 14, 2010. The purpose of the meeting was to give participants an opportunity to ask Caltrans staff members general and project-specific questions.
- Assisted the Small Business Liaison at the California Construction Expo held on August 12, 2010, in Pasadena, CA.
- Provided Resident Engineers support and guidance on Labor Compliance and Title VI requirements.
- Reviewed approximately 162 Labor Compliance/EEO Interviews.
- Collected 68 *Contractor's Annual Equal Employment Opportunity Reports*.
- Conducted 15 pre-construction meetings.

Title VI Training

- Participated in Title VI training at the *Resident Engineer Academy, Labor Compliance for Resident Engineers and Inspectors class, and Labor Compliance Basic Training class*. Construction staff took the Title VI online training course in July 2010.
- Attended Title VI Public Participation Update meetings.

Limited English Proficiency

- Recruited employees who speak foreign languages to serve as volunteer interpreters/translators on an as needed basis. Volunteers assist in translating Caltrans documents from English to Spanish, responding to telephone calls regarding translation from English to Spanish and other foreign languages.
- Reported District 12, Labor Compliance has two bilingual volunteers and one staff member receiving bilingual pay for translating duties required during labor case investigations.
- Participated in the biennial statewide *Language Survey*.

Self Monitoring

Monitored and checked DBE commitments at bid time, against final utilization upon contract completion. If a contractor failed to meet the DBE commitment, contract funds would be withheld. District 12 ensured all contractors who worked on federal-aid contracts during the last workweek of July submit a *Contractor's Annual Equal Employment Opportunity Report*. If a contractor

failed to submit a required report, \$10,000.00 would be withheld. In addition, District 12 maintains a database, which monitors the number of Labor Compliance/EEO interviews taken by its inspectors. District 12 continued to monitor the number of interviews taken. When more interviews were required, the Resident Engineer was contacted and encouraged to take a more active role in obtaining EEO interviews.

Title VI Training

Participated in the Title VI online training course in February 2010.

District 12 - Project Delivery - Office of Right of Way

- Discussed Title VI issues with Agents to prevent any complaints. The District has not reported incidents of Title VI discrimination during the reporting period.
- Participated in communication between OBEO and Right of Way to provide excellent service to the public and avoid complaints.

Limited English Proficiency

- Offered English/Spanish bilingual services using staff translators, especially in the Acquisition and RAP functions. Title VI brochures in different languages were downloaded from the Caltrans Title VI Program Web page as needed.
- Provided clients with RAP pamphlets in Spanish as needed.
- Provided publications to members of the public in the following five languages: Korean, Spanish, Chinese, Vietnamese, and Cantonese.
- Reported one acquisition involved translation in Spanish for six tenants who occupied an apartment complex. An Agent explained relocation benefits.

V. FFY 2011 Goals/Planned Activities

The following goals/planned activities are reported for various Headquarters divisions, program areas, and Districts 1 - 12, for FFY 2011:

A. Office of Business and Economic Opportunity, Title VI Program

- Evaluate and revise the *Title VI Compliance Review Instrument* and *Caltrans Title VI Annual Element Update* report format.

- Conduct 25 Title VI compliance reviews. The plan is to conduct 20 reviews of Caltrans districts, divisions, program areas, and 5 subrecipients (5 onsite reviews).
- Promote and monitor the Title VI online training module.
- Revise and update the *Caltrans Title VI Program Plan*.
- Update and maintain the OBEO, Title VI Program and LEP Web site.
- Develop Title VI guidance questions and answers (Q and A) to be posted on the Title VI Program Web page.
- Provide Title VI information for public dissemination, where appropriate, in languages other than English.
- Monitor the LEP Language Line Services contract.
- Provide training and promote awareness of Title VI requirements, policies, and procedures.
- Revise the *Caltrans LEP Plan* as needed.
- Develop an LEP brochure for the public.
- Work with Division of Human Resources to provide the Title VI Program with staffing composition of managers and supervisors; and names of new supervisors and managers with dates of hire/appointment by district or division.
- Report on Historically Black Colleges and other Minority Institutions of Higher Education.

B. Division of Construction

- Address any construction-related Title VI issues.
- Provide support to district construction staff members who must comply with Title VI and Caltrans Title VI policy.
- Work with the OBEO, Title VI Program staff members to coordinate Title VI new employee and refresher training.
- Update the Division of Construction Intranet Web site, informing staff members of the Division LEP volunteers and Title VI information.

C. Division of Design

- Incorporate Title VI principles into the Division of Design documents by including the Division's PAA in the review process for all new policies developed within the Division for possible Title VI and related statute issues, including Environmental Justice and LEP.
- Include a module for Title VI in all *Design Senior Seminars*.
- Review new Division of Design training courses for possible inclusion of Title VI and related statute issues, including Environmental Justice and LEP.
- Sponsor and manage CSS training classes as requested.
- Sponsor 2, five-day, *Project Engineer Academies*, pending the budget.
- Sponsor 1, two-day, *Design Senior Seminar*, pending the budget.

D. Division of Engineering Services

- Provide Title VI training to the new Title VI PAA.
- Work with Division management to ensure that all employees have a basic understanding of Title VI.
- Encourage management and staff members to complete the Title VI online training.

E. Division of Local Assistance

- Review and update the Web site and the LAPM for Title VI compliance.
- Track projects in *LP2000* for projects that require relocation and/or socio-economic studies to be performed for possible Title VI compliance review and reporting.
- Address questions from districts and local agencies.
- Conduct two local agency compliance reviews in partnership with OBEO, Title VI Program.

F. Division of Mass Transportation

- Seek to facilitate coordination between transportation services furnished by transit with those provided by health and human service agencies. This kind

of coordination has the potential for improving service delivery to health and human service agency clients, many (if not most) of whom are the elderly, disabled, or persons or families with low incomes.

- Increase Title VI awareness among internal and external partners and staff through annual funding workshops.
- Attend Title VI Interdisciplinary Team/Liaison meetings and available training.
- Utilize CPPS at public meetings and workshops.
- Monitor subrecipient contracts to ensure nondiscrimination language is included in contract provisions and ensure that staff and subrecipients comply with Title VI requirements through monitoring activities.
- Look for opportunities to work with CBOs in order to provide minority, low-income, disabled, and elderly populations increased access to funding programs.
- Update the *State Management Plans* for each of the FTA grant programs to include current Title VI compliance requirements.
- Refer LEP callers to Language Line Services to ensure Division staff members are providing equitable services to individuals who require telephone interpreter assistance.
- Update the notification regarding agendas and meeting announcements to include the accessible format.

G. Division of Procurement and Contracts

- Ensure all employees receive Title VI and LEP training as required.
- Conduct the biennial survey to identify staff for possible volunteer translation and interpreter services.
- Identify and utilize bilingual staff for possible volunteer interpreter services in DPAC offices statewide.
- Update the Title VI training plan that includes the LEP sheet designed to guide DPAC staff when assisting internal and external customers.
- Review and update the Intranet Web site to ensure all information is ADA compliant.

- Review the use of CPPS for all public contact and outreach events.
- Review the process used to identify and report Title VI complaints and make improvements if needed.

H. Division of Project Management

- Incorporate Title VI principles into the Division of Project Management documents by including the Division's PAA in the review process for all new policies developed within the Division for possible Title VI issues, including LEP.
- Provide support to District project management staff who must comply with Title VI and the Caltrans Title VI policy.
- Provide training and promote awareness of Title VI requirements, policies, and procedures.
- Attend Title VI Interdisciplinary Team/Liaison meetings and available training.

I. Division of Rail

Marketing Branch

Participate in the following events: National Train Day, Allensworth - African American participation with Railroads, and Planata - Awareness of the San Joaquin Route and Operation Lifesaver.

J. Division of Research and Innovation

- Serve as resource to the Division. The Division's PAA and the Administrative Support Branch Chief will advise DRI staff members of Caltrans Discrimination Complaint Investigation process to include ongoing training on identifying and reporting Title VI and VII complaints of discrimination.
- Maintain a list of DRI staff members who are fluent in alternate languages. This includes surveying employees and outlining and updating procedures to follow on a case-by-case basis.
- Provide training to all staff members on the new LEP reporting form developed by the Title VI Program. Develop guideline for staff members on processing the requests.

- Provide the opportunity for Title VI training for DRI staff members by utilizing the webinar meeting format as the method of training and to develop guidelines encouraging staff members to take the Title VI online training module. The goal is to have 70 percent compliance by December 2011.
- Ensure research reports are available upon request in languages other than English, in Braille, large print, and audiocassette or computer disk for individuals with sensory disabilities. Review the DRI's Bilingual Translation Procedures along with the listing of designated volunteers who are available to provide translation when needed.
- Ensure compliance with Title VI, such as continuing to include Title VI boilerplate language in all contracts and continuing to ensure that the universities contractors' methods of recruiting students to participate on highway research projects is in compliance with Title VI.
- Research and develop procedures to include Title VI boilerplate language in all marketing information distributed by DRI within division and external customers.

K. Division of Right of Way and Land Surveys

- Provide fair and equitable treatment to all members of the public.
- Develop preventative measures to assure excellent, nondiscriminatory services to the general public.
- Educate and train staff for compliance with Title VI.
- Support and use of the new forms and exhibits incorporated in the revision of Chapter 2 of the *Right of Way Manual*.
- Train approximately 25-30 new Right of Way Agents during the *Right of Way Academy* sessions.
- Support the Title VI components that are taught in the training course, *The Basics of Caltrans Property Management*, as well as *Right of Way Academies I and II*.
- Translate *Right of Way Manual* forms, exhibits, and letters into other languages as needed.

L. Division of Transportation Planning

Office of Community Planning

- Carry out the Community-Based Transportation Planning Grant Program, which provides \$3 million in grant funding for FFY 2011, to local and regional planning agencies to engage their local communities in developing strategies to improve their physical environments. Public participation and community outreach are very crucial components of the awarded projects.
- Carry out the Environmental Justice Transportation Planning Grant Program, which provides \$3 million in grant funding for FY 2011, to local and regional planning agencies to engage Environmental Justice communities to improve their physical and social environments. Engagement of historically underrepresented populations is a requirement to receive a grant.
- Build on existing outreach efforts toward reaching traditionally underserved groups by supporting CBOs and local agencies that provide transportation planning services to minority and low-income populations.

Office of Community Planning - Native American Liaison Branch

- Work directly with the 18-member Caltrans NAAC on issues that directly affect Caltrans, Native Americans or Tribal Governments. One of the most pressing issues is Caltrans legal and policy stance on Tribal Employment Rights Ordinances (TERO). The Tribal Governments claim that Caltrans failed to comply with the *Director's Policy, DP-19, Working with Native American Communities*, because there were no consultation sessions on this issue with Tribal Governments. In May 2007, this issue was sent to the State of California, Office of Attorney General, requesting a legal opinion on the subject. The opinion was received in March 2010. The Branch will work on finding a way to resolve the issue on TERO.
- Update *Deputy Directive, DD-74, TERO*, in partnership with the impacted Tribes in California. This collaborative update will include the following activities: hold a statewide meeting of TERO officers and other stakeholders including National TERO experts to define the issues; develop a workgroup to address the short-term problems; draft an updated policy and collaborate with the NAAC and the larger TERO community on the draft; and finally complete the internal Caltrans process for updating the policy.
- Develop a template/framework for districts to use when developing MOUs for implementing TERO and assist the District NALs in negotiating MOUs for the TERO Tribes in their respective districts.

- Work with the BIA to address the backlog for the 2010 Indian Reservation Road Inventory program. Prepare letters of acknowledgement and otherwise assist in facilitating the inclusion of the 800 State Routes that are currently backlogged. This project should be completed by June 2011.
- Participate in the TTAP. The NALB partners with the California/Nevada TTAP, which provides transportation technical assistance and information for Tribal Governments in California and Nevada. This is an ongoing relationship to provide technical assistance and training to Tribal communities.
- Work with FHWA, TTAP, Tribal communities in California, and other key stakeholders to facilitate a Statewide Tribal Safety Summit to give Tribal leaders and others an opportunity to focus on critical road safety. The ultimate goal is to reduce traffic fatalities and serious injuries in Tribal communities. A Safety Summit is a first step in engaging federal, State, local and Tribal safety partners in a discussion on the nature and extent of the transportation safety problems on Tribal lands and ways to address those problems. This Safety Summit will prioritize and address specific California Tribal transportation safety issues.
- Begin addressing pedestrian safety issues on Tribal lands by identifying, customizing, and delivering a pedestrian safety audit course for a Native American Community in California. Use this as a model for other communities facing similar issues, and develop tools/resources for Tribal communities interested in replicating this effort. This effort will be undertaken in partnership with FHWA and with the California/Nevada TTAP.
- Coordinate the delivery of two Road Safety Audits for Tribal Communities. These should be done in partnership with the District offices so that all involved entities become aware of safety issues that exist and so that plans for addressing identified issues (short, medium, and long-term) can be developed.
- Hold quarterly meetings. The Branch holds quarterly meetings with the District NALs to coordinate, discuss, and distribute information regarding Native American issues. This is an ongoing activity.
- Serve on the TRB Native American Issues Committee. A research project regarding transit in Tribal communities was approved and funded last year. The project is being implemented, and a member of NALB will serve on this committee.
- Conduct training to Tribal Governments regarding the planning, programming, and implementation of transportation projects within

California. Most of these workshops are held in the Indian communities and are held in collaboration with FHWA, FTA, Metropolitan Planning Organizations (MPOs) and regional agencies, BIA, and district offices.

- Update the *Tribal Government Contact Guide* so that Caltrans and other interested parties are able to contact the appropriate leader(s) of the 110 federally recognized Tribes in the State for consultation and input.
- Recognize *Native American Day*. The California Governor issues a proclamation each year recognizing the last Friday of September as *Native American Day*. The Branch collaborates with other State agencies and departments in the development, and implementation of the annual celebration.
- Review and comment on transportation legislative proposals that impact, or affect Native Americans or Tribal Governments.
- Provide technical assistance and transportation information to Tribal Governments.
- Continue to work collaboratively with the BIA, FHWA, and FTA on transportation issues affecting or impacting Native Americans and Tribal Governments. The Branch is working with FHWA to find alternatives for Tribes to contract for various grant programs.
- Provide information and technical assistance to districts, other divisions and programs within Caltrans on Tribal Governments and Native Americans.
- Receive cultural issues from Tribal Governments and Native Americans. These issues were coordinated with the Environmental Cultural Studies Branch and the Native American Heritage Commission.
- Provide training to other State agencies and departments, and participate in joint workshops and meetings on Native American issues.

M. Districts 1 - 12

District 1 - Eureka

District 1 - Division of Administration - Equal Employment Opportunity

- Attend Title VI Interdisciplinary Team/Liaison meetings in which Title VI updates, related statutes, and issues are discussed.
- Attend dry runs of public meetings, open houses, and events to ensure that documents are in compliance with Title VI. Train staff members on

procedures to ensure participation in Title VI surveys and make sure brochures and information are available to attendees.

- Strive for Title VI uniformity of practices and principles in all program areas, functions, and operations.
- Participate in any Title VI training and meetings to better enhance the understanding of Title VI and implement in all program areas as needed.

District 1 - Division of Planning and Local Assistance

- Participate in planning partnership and grant management activities associated with Community-Based Transportation Planning and Environmental Justice grants awarded to CBOs.
- Provide feedback to RTPAs in the development of OWP activities to ensure that underserved communities and Native American Tribes are afforded the opportunity to participate in the transportation planning process.
- Initiate consultations with Native American Tribes regarding transportation projects on Tribal land.
- Conduct outreach meetings to provide opportunity for members of the community, local businesses, local agencies, and Tribes to participate in planning transportation projects in the District.

District 1 - Division of Program/Project Management

- Meet and consult with RTPAs and other groups on project activities to ensure underserved communities and Native American Tribes have the opportunity to participate in all stages of the project development process.
- Meet and consult with Native American Tribes regarding transportation projects on Tribal land.

District 1 - North Region - Division of Environmental Planning

- Provide Title VI training opportunities for North Region Environmental staff.
- Look for opportunities to work with existing community organizations in order to involve minority, low-income, disabled, and elderly populations in the environmental process.

- Utilize Geographic Information Systems (GIS) in conjunction with site visits and other data collection techniques to identify potential Environmental Justice impacts.
- Analyze techniques for collecting information on public meeting attendees in order to evaluate how well outreach techniques are working.

District 1 - North Region - Division of Right of Way

- Provide the Title VI information to all potential grantors both at public meetings and at the time we first send out information related to the acquisition of property rights from individuals.
- Identify minorities, elderly, or disabled individuals early in the project development process to assure they are offered the services to which they are entitled.
- Utilize *Relocation Impact Studies* as a tool to identify communities that will be impacted by future transportation projects.
- Provide Title VI training through the *Right of Way Academies I and II* in addition to providing fair and equitable treatment to all members of the public.
- Stress preventative measures in daily activities and practices to assure excellent, nondiscriminatory services.

District 2 - Redding

District 2 - Division of Administration - Equal Employment Opportunity

- Participate in Title VI Interdisciplinary Team meetings.
- Attend Executive Review meetings as a reminder of Title VI reporting responsibilities.
- Develop a consistent reporting process for all District 2 Divisions.

District 2 - Division of Planning and Local Assistance

- Hold a Tribal Summit. This would involve Tribal and District 2 leadership in a forum discussing transportation concerns.
- Conduct public outreach for SRs 3 and 70 future planning studies.

District 2 - Division of Program/Project Management

Assign a staff person to attend public meetings and gather necessary Title VI information. The Project Managers in Division of Program/Project Management have found it difficult to conduct meetings and track the necessary information to ensure Title VI reports are complete and accurate.

District 2 - North Region - Division of Construction

Incorporate CCOs for contracts after award for mitigation efforts within the construction phase of a project.

District 2 - North Region - Division of Environmental Analysis

- Provide Title VI training for North Region Environmental staff members.
- Look for opportunities to work with existing community organizations in order to involve minority, low-income, disabled, and elderly populations in the environmental process.
- Utilize GIS in conjunction with site visits and other data collection techniques to identify potential Environmental Justice impacts.
- Analyze techniques for collecting information on public meeting attendees in order to evaluate how well outreach techniques are working.

District 2 - North Region - Division of Right of Way

- Develop preventative measures to assure excellent, nondiscriminatory services are provided to the public.
- Provide Title VI training to District 2 staff members.
- Provide Title VI training to new District 2 Right of Way Agents during the *Right of Way Academy I and II* sessions.

District 3 - Marysville

District 3 - Division of Planning and Local Assistance

- Present the draft conceptual plan to County Transportation Commission, Board of Supervisors, City Council, and Planning Commission regarding Colusa SR-20 Complete Street Project.
- Attend public workshops held by local agencies receiving State transportation planning grants.

- Review and monitor OWPs and other planning documents compliance with Title VI.
- Consider developing a MOU with the Tribes regarding Caltrans and Tribal responsibilities in the transportation planning process.
- Monitor District and local transportation planning to ensure Tribal issues are considered.

District 3 - North Region - Division of Construction

Incorporate CCOs for contracts after award for mitigation efforts within the construction phase of a project.

District 3 - North Region - Division of Environmental Planning

- Provide Title VI training for North Region Environmental staff members.
- Look for opportunities to work with existing community organizations in order to involve minority, low-income, disabled, and elderly populations in the environmental process.
- Utilize GIS in conjunction with site visits and other data collection techniques to identify potential Environmental Justice impacts.
- Analyze techniques for collecting information on public meeting attendees in order to evaluate how well outreach techniques are working.

District 3 - North Region - Division of Right of Way

- Implement the use of the quarterly LEP log for bilingual staff members to complete when rendering bilingual services.
- Implement the use of the formal process recommendation for training, collection, and reporting Title VI information.

District 4 - Oakland

District 4 - Division of External Affairs - Equal Employment Opportunity

- Offer Title VI training for groups by special request and for those employees without computer access.
- Provide new employees with Title VI overview training in NEO classes.

- Update the Title VI Program Compliance Review Matrix to ensure compliance and to document quarterly updates requested by Headquarters.
- Obtain 100 percent compliance in Title VI training for District 4.
- Monitor first-time managers and supervisors and obtain 100 percent compliance in Title VI online training within the required 30 days.

District 4 - Division of Construction

- Translate written materials into non-English languages when required.
- Provide translators when required.
- Provide Title VI information at pre-job conference meetings with contactors and subcontractors.
- Obtain 100 percent employee compliance in Title VI online training.
- Address and appropriately handle construction-related Title VI issues.

District 4 - Division of Design

- Ensure Division of Design staff members complete the required Title VI online training annually.
- Provide Division of Design staff members with ADA training to ensure knowledge of concerns regarding Title VI issues.

District 4 - Division of Environmental Planning and Engineering

- Work closely with the District 4 Public Affairs office to better identify community and neighborhood groups that current efforts fail to reach.
- Work with Public Affairs to broaden public outreach events.
- Increase the use of cards, brochures, and other mailers translated into languages other than English as necessary.

District 4 - Division of Operations

- Promote, endorse, and encourage training for all managers, supervisors, and staff members in order to comply with Title VI Program requirements.
- Provide ongoing review and implementation of policy and procedures to ensure Title VI compliance.

- Report any Title VI complaints as appropriate.
- Strive to achieve a workforce that is consistent with Title VI requirements including upward mobility, vendor selection, consultant services, products, and purchases.

District 4 - Division of Right of Way

- Participate in public hearings.
- Provide English/Spanish bilingual services when needed.
- Offer brochures and booklets in different languages regarding property owners' rights.
- Obtain 100 percent employee compliance in Title VI online training.

District 4 - Division of Transportation Planning and Local Assistance - Office of Advanced Planning

- Address Title VI-related issues in all PIDs.
- Require all supervisory staff members complete Title VI online training and continue to encourage all employees to do the same.

District 5 - San Luis Obispo

District 5 - Division of Administration - Equal Employment Opportunity

- Encourage all District 5 staff members to participate in Title VI online training.
- Participate in ongoing assessments.

District 6 - Fresno

District 6 - Central Region - Division of Construction

- Participate in pre-construction meetings and community meetings.
- Participate in Title VI training through the various *Resident Engineer Academies* and *Construction Boot Camps*.
- Encourage staff members to attend various training classes, such as *ESL Grammar and Writing Skills* and *ESL Speaking and Listening Skills*.

- Encourage Construction staff members to participate in Title VI online training.
- Participate in the San Joaquin Valley SBC meetings.
- Conduct mandatory pre-construction meetings.
- Monitor projects and conduct worker interviews to ensure the EEO requirements are being met.

District 6 - Division of Project Development

- Incorporate Title VI requirements into Design documents.
- Utilize training resource Web page to assist employees in compliance with and carry out departmental policies and federal regulations, pertaining to Title VI in their day-to-day activities.
- Consider and incorporate CSS considerations into District 6, Central Region, Division of Design, documents.
- Send staff members to five-day *Project Engineer Academies*.

District 7 - Los Angeles

District 7 - Division of External Affairs - Equal Employment Opportunity

- Attend quarterly Title VI Interdisciplinary Team/Liaison meetings.
- Meet with Division Title VI representatives on a monthly basis.
- Provide EEO Awareness training/Title VI Overview presentation to managers, supervisors, and rank and file employees.
- Update annually, the volunteer interpreter list and the *LEP Resource Manual with Procedures*.
- Act as Spanish interpreter and translate documents, memos, etc.
- Promote, market, and participate in the online Title VI training, public participation data collection, and the Language Line Services contract.
- Monitor all Title VI activities in District 7 to ensure compliance.

- Update the District 7 EEO Intranet Web site, forms, publications, pamphlets, etc.
- Continue to participate in public meetings/outreach events and pre-construction meetings to provide information and/or address Title VI issues.

District 7 - Division of External Affairs - Office of Government, Community and Legislative Affairs

- Coordinate numerous networking sessions, pre-bid sessions, small business seminars, workshops, and one-on-one matchmaking with business owners. District 7 staff members will advocate on behalf of businesses, interpret eligibility criteria, and provide technical assistance for contractors submitting bids.
- Host pre- and mandatory-bid meetings and workshops between contractors and subcontractors and CBOs interested in contracting.
- Host the Regional SBC with a scaled down meeting schedule.

District 7 - Division of Construction

- Address construction-related Title VI issues and provide support to Resident Engineers who must comply with Title VI and Caltrans Title VI policy.
- Attend trainings that discuss EEO, federal and State wage law, and monitoring and enforcement.
- Post Title VI Introduction on the District's Construction Web page.
- Attend public meetings and inform the public and answer questions the public may have about a project.

District 7 - Division of Design

- Develop transportation improvement projects that are consistent with the requirements of Title VI.
- Participate in public hearings and outreach meetings to ensure that impacted members of the community are given the opportunity to provide input into the design of transportation improvement projects.

District 7 - Division of Environmental Planning

- Analyze projects for potential Environmental Justice issues.

- Look for opportunities to work with existing community organization in order to involve minority, low-income, disabled, and elderly populations in the environmental process.
- Provide Title VI training for Environmental staff, e.g., Community Impact Assessment Workshop.
- Participate in public outreach efforts, focusing on ensuring ADA accessible meeting locations and availability of court reporters and alternative language translators.

District 7 - Division of Planning and Local Assistance

- Host the Regional SBC with a scaled down meeting schedule.
- Identify our constituents and continually evaluate and correct our public participation plan.
- Ensure the *Corridor System Management Plan (CSMP)* reflects elements of public participation including discussion of Environmental Justice issues.
- Coordinate with individuals, institutions, and organizations in the affected communities to educate the public and to enhance public participation.
- Engage the emerging population groups (Boomers, Echo-Boomers, and immigrants) and their communities within the District on transportation issues.
- Improve the level of contact and assistance with communities within the District to improve pedestrian access and safety.
- Improve the size and accuracy of the District's database CBOs for outreach on future planning and project development.
- Increase the number of information meetings in low-income and minority communities on highway projects.
- Improve the number and level of contacts between minority communities adjacent to port facilities on goods movement projects.
- Increase the number of speaking engagements within low-income and minority communities.
- Develop a set of performance measures to evaluate and monitor our Title VI activities.

District 7 - Division of Right of Way

Treat all people uniformly regardless of their background, ethnicity, religion, or race. Employees are required to perform all of their Right of Way duties in compliance with the *Uniform Relocation Assistance and Real Properties Acquisition Policies Act of 1970* (as amended). One new area for activities is a series of workshops for each section of Right of Way to address any potential issue that may come up throughout the year.

District 8 - San Bernardino

District 8 - Division of Administration - Equal Employment Opportunity

- Conduct *Brown Bag* lunch sessions for employees to view informative Title VI videos, *Environmental Justice and Transportation for California Tribes*, and *Language Assistance for Limited English Proficient (LEP) Persons: Your Responsibility under the Dymally-Alatorre Bilingual Services Act*. The lunch sessions will be conducted on an ongoing basis by the District Title VI Liaison.
- Facilitate quarterly meetings on an ongoing basis with the District's Title VI program areas (Construction, Planning, Local Assistance, Environmental and Right of Way) contact persons.
- Attend pre-construction meetings on an ongoing basis.
- Conduct Title VI training presentations to staff members in the District.
- Advertise and request District 8 employees complete Title VI online training.
- Attend pre-construction meetings to conduct Title VI training to contractors/subcontractors to enhance understanding and adherence to Title VI guidelines.
- Participate in public meetings/public outreach events to conduct Title VI awareness training for the public, continuing focus on underrepresented groups.
- Update the *I Speak* cards (17) and distribute to public contact staff in the District.
- Attend and initiate outreach events to the small business and DBE communities to enhance participation on procurement items and construction contracts (Recruitment Officer).

- Promote Public Awareness Campaigns to accommodate other languages, such as Spanish and provide sign language interpreters at public meetings as needed (Public Affairs).
- Utilize Spanish and any other needed language media in order to advertise and buy Public Service Announcements (Public Affairs).
- Make available to the public Title VI information in languages other than English at public meetings and outreach events.
- Facilitate methods of communication, such as construction alert flyers, radio and newspaper advertisements, email, and Web page information (Public Affairs).
- Ensure all contracts and subcontract agreements contain Title VI contract provisions.

District 8 - Division of Construction

- Implement tracking of liaison activities with respect to construction projects. Tracking information will include the date of meeting/activity, project number/description, purpose of meeting, method of outreach, target audience, and the number of attendees.
- Include a labor compliance, DBE, and/or Title VI component at annual Resident Engineer meetings.
- Hold quarterly outreach/small business workshops to include minority groups, elderly, and disabled persons as part of the ongoing planned activities from the prior year's reporting. Construction Division will assume an active role in these workshops.

District 8 - Division of Environmental Planning

- Ensure methods of public outreach consider and provide for involvement of minority, disabled, and low-income populations in the decision-making process.
- Incorporate Title VI principles into the District's Environmental Documents.
- Enroll new and established staff in the Title VI training and other related courses whenever offered.

District 8 - Division of Transportation Planning

Office of Community Planning

- Complete the City of Corona's, *Compass Blueprint Bicycle Connection and Marketing Study*. Upon completion of the study, it will be incorporated into the *Downtown Revitalization Specific Plan Amendment* project.
- Assist grant recipients (cities of Temecula and Ontario) through various phases of planning studies. Manage invoicing in a timely manner to ensure appropriate funding for project.

Office of Corridor System Management Plans (CSMP)

Conduct ongoing CSMP meetings with partners/stakeholders as the staff members' progress through the phases of the process.

Office of Goods Movement

Participate in stakeholders meetings as part of a Goods Movement Environmental Justice Grant related to the above Multi-County Goods Movement Action Plan (MCGMAP). This Environmental Justice Grant will identify the most affected communities as a result of Goods Movement activities.

Office of Indian Affairs

- Conduct various Tribal workshops and outreach to various Tribes on reservations to discuss Environmental Justice programs and Tribal transportation issues.
- Coordinate with Headquarters on a new grant to do transportation-related needs assessment for each of the reservations in District 8.

Office of Regional Planning

Continue to provide the general public transit information by maintaining a transit kiosk in the lobby of the state building that houses District 8. Brochures are available in Spanish as well as English.

District 8 - Division of Right of Way

- Provide fair and equitable treatment of all members of the public.
- Develop preventative measures to assure excellent, nondiscriminatory services to the general public.

- Educate and train staff for compliance with Title VI. Continue informal training and review of documents including reviewing/monitoring of diary entries for Title VI issues.
- Mandate all employees to participate in the Title VI annual online training modules provided by Headquarters.
- Train new Right of Way Agents through the courses provided in the mandated *Right of Way Academy* classes.

District 9 - Bishop

District 9 - Division of Program/Project Management & Local Assistance

- Educate and engage small businesses, disabled veteran business enterprises, and DBEs in the construction contracting process.
- Engage the Native American population and representative government bodies in the transportation planning process and project development processes.
- Engage in and promote activities that are Title VI compliant.
- Hold public meetings when applicable to keep communities informed of projects.
- Provide ongoing communications, notifications, and training to local agencies regarding Title VI/EEO requirements.

District 9 - Central Region - Division of Construction

Participate in pre-construction and community meetings for upcoming construction projects.

District 10 - Stockton

District 10 - Division of Administration - Equal Employment Opportunity

- Meet quarterly with Division Title VI representatives for the purpose of networking, educating each other, sharing best practices, developing common goals, ensuring consistency in the District, and self-monitoring.
- Assist in planning and coordinating various cultural and disability-awareness events.

- Provide direction to District 10 Programs when it comes to collecting, reporting, and analyzing public participation data.
- Provide and recommend that all employees take Title VI training to promote awareness of Title VI requirements, policies, and procedures.
- Participate in Title VI Interdisciplinary Team/Liaison meetings conducted by the OBEO, Title VI Program.
- Work with the OBEO, Title VI Program, in coordinating and responding to the Title VI Program Annual Compliance Review.

District 10 - Central Region - Division of Construction

- Participate in pre-construction and community meetings.
- Participate in Title VI training through the various *Resident Engineer Academies* and *Construction Boot Camps*.
- Encourage Construction staff members to attend various training classes, such as *ESL Grammar and Writing Skills* and *ESL Speaking and Listening Skills*.
- Encourage all Construction staff to participate in Title VI online training.
- Participate in the San Joaquin Valley SBC meetings.
- Conduct mandatory pre-construction meetings.
- Monitor projects and conduct worker interviews to ensure the EEO requirements are being met.

District 10 - Division of Planning

- Facilitate the IRR Project with Tribes from the previous FFY.
- Schedule more Government-to-Government meetings.
- Prepare for the November 2010 - National American Indian Heritage Month.
- Encourage Tribes to apply for the next cycle of Environmental Justice and/or Community-Based Transportation Planning Grants.
- Develop and strengthen the Division's Title VI and Environmental Justice Programs.

- Conduct oversight of compliance responsibilities with RTPAs and local agencies.
- Participate with communities through community functions throughout the District.
- Engage underrepresented communities early and throughout the transportation planning process.
- Identify and engage more Tribal Governments on transportation projects.
- Provide Title VI/Environmental Justice training as needed within the Planning Division.
- Ensure efforts on the *Title VI Work Plan* are based on the recommendations of the Title VI Compliance Review.
- Engage youth in the planning process and programs, such as CIB, CSMP development, etc.

District 11 - San Diego

District 11 - Division of Administration - Equal Employment Opportunity

Promote and market the Title VI online training module developed by the OBEO, Title VI Program, staff members.

District 11 - Division of Administration - Public Information Office

- Meet quarterly with District 11, Title VI representatives, for the purpose of networking, sharing best practices, developing common goals, identifying the District's achievements, and self-monitoring.
- Evaluate community needs and meet with Planning, Project Management, and Environmental staff to assess Title VI issues and develop outreach strategies.
- Participate in the Language Line Services contract.
- Explore and employ creative outreach methods, such as movie slides, YouTube ads, etc., to maximize efficacy of outreach to communities throughout the District.
- Develop and maintain relationships with community groups, media outlets, and outside agencies.

District 11 - Division of Environmental Planning

- Propose to hold public hearings to receive public input and comments on Draft Environmental Documents for the following projects:
 - I-5/SR-56 Interchange Improvements project
 - Final EIR/EIS for the SR-11/Otay Mesa East POE
 - Final EIR/EIS SR-76/Mission Road to I-15 Highway Improvements project

- Propose to do community outreach events for the following projects:
 - 10th Avenue Port project
 - SR-94/HOV project

District 11 - Division of Planning and Local Assistance

- Review LPPs for Title VI compliance.

- Review projects submitted by local agencies that require relocation and/or socio-economic studies to be performed for possible Title VI compliance review and reporting.

- Address questions from local agencies.

District 11 - Division of Right of Way

- Participate in monthly SBC meetings, which are held in the District to promote outreach and utilization of DBEs and encourage better partnerships with all interested construction-related businesses, service providers, and suppliers.

- Assist SBC members by investigating issues of concern with regard to discrimination.

- Monitor the contractor's proposed U/DBE participation, contract goals, and actual attainment. Take action on any U/DBE violations.

- Provide input to statistics required by Caltrans, OBEO or FHWA, to ensure compliance with the program.

- Provide input to secure nominations for and participate in the Prime Contractor of the Year Award, sponsored by the District 11 SBC.

District 12 - Irvine

District 12 - Division of Administration - Office of Equal Employment Opportunity

- Promote yearly Title VI online training for all District staff.
- Ensure District employees are familiar with the LEP policy and are aware of where to find information on translators and/or interpreter services when needed.
- Arrange District Title VI representative meetings on a regular basis to keep all divisions and programs aware of Title VI changes and updates to policy.
- Work with District Title VI representatives to collect accurate public participation data at all District public outreach meetings.

District 12 - Division of Environmental Analysis

Implement and monitor all Title VI activities and provide training throughout the year.

District 12 - Division of Planning

Advertise availability of Environmental Justice Grants in contact/meetings with other jurisdictions.

District 12 - Division of Project Delivery - Office of Construction

- Provide guidance regarding Labor Compliance to Resident Engineers to ensure compliance with Title VI requirements.
- Provide detailed guidance regarding DBE enforcement procedures to field staff.
- Ensure Labor Compliance Officers attend all pre-construction conferences and cover DBE/EEO compliance.
- Participate in community meetings to inform the public of transportation construction projects and to ensure that Title VI information pamphlets are present and available to the public at public meetings.
- Increase the number of partnering/outreach events with DBE and non-DBE contractors.
- Enforce the annual EEO reporting requirement.

- Attend Title VI Interdisciplinary Team/Liaison meetings to keep current on Title VI Program information and make certain that all division staff remain current on Title VI requirement information.
- Maintain a record of the collected Title VI statistical data and report the information to the District Title VI Liaison at District meetings.
- Promote Title VI training opportunities.

District 12 - Division of Project Delivery - Office of Design

Work with stakeholders and project teams to ensure that all projects are in full compliance with applicable federal and state rules, regulations, policies and standards throughout the project development process.

District 12 – Division of Project Delivery - Office of Right of Way

- Discuss Title VI information with agents to prevent any complaints.
- Provide excellent service to the public and provide services to LEP individuals.

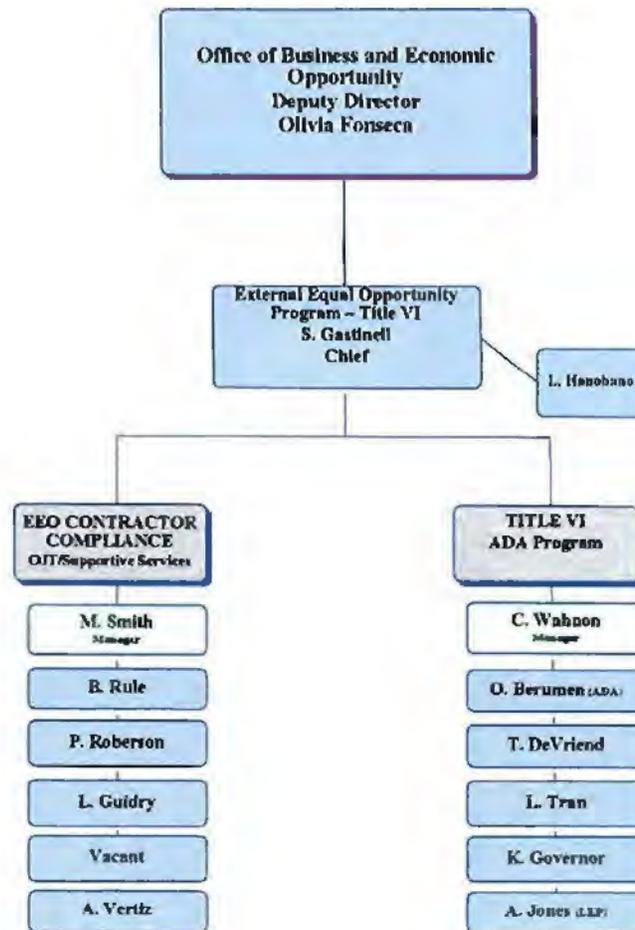
Attachments A - E

Attachment A

Title VI Program Organization Chart



DEPARTMENT OF
TRANSPORTATION
Office of Business and
Economic Opportunity –
External Equal Opportunity
Title VI Program
October 2010



Attachment B

Title VI Liaisons (Interdisciplinary Team/PAA/Districts) Rosters

California Department of Transportation - Title VI Interdisciplinary Team (T6-IT)

NAME	TITLE	DIVISION	PHONE NO.	EMAIL ADDRESS
Sheri Gastinell	Chief, External Equal Opportunity Program	Office of Business & Economic Opportunity	(916) 324-8399	sheri_gastinell@dot.ca.gov
Angela Shell	Branch Chief, Labor Compliance	Construction	(916) 654-3501	angela_shell@dot.ca.gov
Pam Suszko	Senior Transportation Engineer	Design	(916) 653-6296	pam_suszko@dot.ca.gov
Terry Meleski cc: Barbara Martinez	Associate Governmental Program Analyst	Engineering Services	(916) 227-9525	terry_meleski@dot.ca.gov
Peter Bond	Sr. Environmental Planner	Environmental Analysis	(916) 653-8307	peter_bond@dot.ca.gov
Sue Morandi	Associate Governmental Program Analyst	Legal	(916) 654-2630	sue_morandi@dot.ca.gov
Eugene Shy	Sr Transportation Engineer	Local Assistance	(916) 651-6552	eugene_shy@dot.ca.gov
Sherry Liberty	Chief, Personnel & Field Support	Maintenance	(916) 651-2002	sherry_liberty@dot.ca.gov
Lynette Bell	Staff Services Manager I	Research & Innovation	(916) 654-7654	lynette_bell@dot.ca.gov
Beth Thompson cc: Louise Lozoya	Associate Governmental Program Analyst	Procurement and Contracts	(916) 227-6018	beth_thompson@dot.ca.gov
Emma Barwela	Associate Governmental Program Analyst	Project Management	(916) 653-3075	emma_barwela@dot.ca.gov
Deborah Cunningham	Sr. Right of Way Agent	Right of Way and Land Surveys	(916) 654-3212	deborah_cunningham@dot.ca.gov
Michelle Robinson	Chief, Administration Support Branch	Transportation Planning	(916) 651-6889	michelle_robinson@dot.ca.gov
Della Moore	Chief, Administrative Services Branch	Traffic Operations	(916) 651-9046	della_moore@dot.ca.gov

Revised: 10/14/10

Title VI Program Area Administrators

NAME	TITLE	DIVISION	PHONE NO.	EMAIL ADDRESS	DIVISION CHIEF
Philip Crimmins	Program Area Administrator	Aeronautics	(916) 654-6223	philip_crimmins@dot.ca.gov	Gary Cathey (916) 654-5183
Sherri Gastinell	Chief, External Equal Opportunity Program	Office of Business & Economic Opportunity	(916) 324-8399	sherri_gastinell@dot.ca.gov	Olivia Fonseca (916) 324-0990
Angela Shell	Branch Chief, Labor Compliance	Construction	(916) 654-3501	angela_shell@dot.ca.gov	Mark Leja (916) 654-2157
Pam Suszko	Senior Transportation Engineer	Design	(916) 653-6296	pam_suszko@dot.ca.gov	Terry Abbott (916) 654-3858
Terry Meleski cc: Barbara Martinez	Associate Governmental Program Analyst	Engineering Services	(916) 227-9525	terry_meleski@dot.ca.gov	Bob Pieplow (916) 227-8800
Peter Bond	Sr. Environmental Planner	Environmental Analysis	(916) 653-8307	peter_bond@dot.ca.gov	Jay Norvell (916) 653-7136
Rebekah Lopez	Civil Rights Coordinator	Local Assistance	(916) 653-9251	rebekah_lopez@dot.ca.gov	Denix Anbiah (916) 653-1776
Sherry Liberty	Chief, Personnel & Field Support	Maintenance	(916) 651-2002	sherry_liberty@dot.ca.gov	Tony Tavares (916) 654-5849
Kimberly Gayle cc: Michael Lange	Office Chief, FTA Grants Program	Mass Transportation	(916) 654-8074	kimberly_gayle@dot.ca.gov	Jane Perez (Interim) (916) 654-8144
Beth Thompson cc: Kemuel Pruitt and Louise Lozoya	Associate Governmental Program Analyst	Procurement & Contracts	(916) 227-6018	beth_thompson@dot.ca.gov	Francesca Negri (916) 227-6100
Emma Barwela	Associate Governmental Program Analyst	Project Management	(916) 653-3075	emma_barwela@dot.ca.gov	Karla Sutliff (916) 654-2494
Mary Rodriguez	Staff Services Manager I	Rail	(916) 651-8478	mary_rodriguez@dot.ca.gov	William D. Bonte (916) 654-3797
Glenna Stewart cc: Lynette Bell	Staff Services Analyst	Research & Innovation	(916) 654-7482	glenna_stewart@dot.ca.gov	Larry Orcutt (916) 654-8877

Revised: 10/18/10

NAME	TITLE	DIVISION	PHONE NO.	EMAIL ADDRESS	DIVISION CHIEF
Debbie Cunningham	Sr. Right of Way Agent	Right of Way & Land Surveys	(916) 654-5863	deborah_l_cunningham@dot.ca.gov	Tony Taveres (916) 654-5075
Kim Ross cc: Della Moore	Chief, Administrative Services Branch	Traffic Operations	(916) 654-5674	kim_ross@dot.ca.gov	Robert Copp (916) 654-2352
Michelle Robinson	Chief, Administration Support Branch	Transportation Planning	(916) 654-5353	michelle_robinson@dot.ca.gov	Sharon Scherzinger (Interim) (916) 653-1818

Revised: 10/18/10

District Title VI Liaisons

NAME	DISTRICT	PHONE/FAX	TITLE	E-MAIL ADDRESS	LOCATION
Emma Cleveland	1	(707) 445-5318 (707) 441-5871	EEO Officer/Title VI Liaison	emma_cleveland@dot.ca.gov	1656 Union Street Eureka, CA 95501
Mark E. Robertson	2	(530) 225-3055 (530) 225-3244	EEO Officer/Title VI Liaison	mark_e_robertson@dot.ca.gov	1657 Riverside Dr. Redding, CA 96001
Sue Takhar	3	(530) 741-4025 (530) 741-5346	Sr. Transportation Planner/Title VI Liaison	sukhvinder_takhar@dot.ca.gov	703 B Street, MS 19 Marysville, CA 95901
Deborah Smith cc: Kimberly Ponder	4	(510) 286-6169 (510) 622-0818	Staff Services Manager II/Acting Title VI Liaison	deborah_smith@dot.ca.gov	111 Grand Avenue, MS 6A Oakland, CA 94613
Gillian McCallum	5	(805) 549-3037 (805) 549-3307	EEO Officer/Title VI Liaison	gillian_mccallum@dot.ca.gov	50 Higuera Street San Luis Obispo, CA 93401
Patti Van Loon	6	(559) 444-2522 (559) 488-4332	EEO Manager/Title VI Liaison	patti_van_loon@dot.ca.gov	1352 West Olive Ave Fresno, CA 93728
Sylvia Delgado	7	(213) 897-8244 (213) 897-8512	EEO Officer/Title VI Liaison	sylvia_delgado@dot.ca.gov	100 S. Main Street, 12th Floor Los Angeles, CA 90012
Michelle Profant	8	(909) 383-6396 (909) 383-7211	EEO Officer/Title VI Liaison	michelle_profant@dot.ca.gov	464 West 4th Street, MS 1249 San Bernardino, CA 92401
Deb Lowgren	9	(760) 872-0752 (760) 872-5201	EEO Officer/Title VI Liaison	deborah_lowgren@dot.ca.gov	500 S. Main Street Bishop, CA 93514
Maribel Aceves cc: Lauren Pulido	10	(209) 948-3911 (209) 948-7949	EEO Officer/Title VI Liaison	maribel_aceves@dot.ca.gov	1976 E. Dr. Martin Luther King Jr. Blvd. Stockton, CA 95205
Rafael Dominguez	11	(619) 688-4249 (619) 688-6691	EEO Officer/Title VI Liaison	rafael_dominguez@dot.ca.gov	4050 Taylor Street, MS 251 San Diego, CA 92110
Elizabeth Philippon	12	(949) 724-2021 (949) 253-7957	EEO Officer/Title VI Liaison	elizabeth_philippon@dot.ca.gov	3347 Michelson Drive, Suite 100 Irvine, CA 92612

Revised: 10/18/10

Attachment C

Title VI Policy Statement in English and Spanish

DEPARTMENT OF TRANSPORTATION

OFFICE OF THE DIRECTOR
P.O. Box 942873, MS-49
SACRAMENTO, CA 94273-0001
PHONE (916) 654-5266
FAX (916) 654-6608
TTY 711



*Flex your power!
Be energy efficient!*

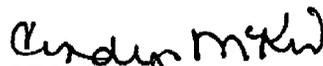
July 20, 2010

**TITLE VI
POLICY STATEMENT**

The California Department of Transportation, under Title VI of the Civil Rights Act of 1964 and related statutes, ensures that no person in the State of California shall, on the grounds of race, color, national origin, sex, disability, or age, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity it administers.

For information or guidance on how to file a complaint based on the grounds of race, color, national origin, sex, disability, or age, please visit the following web page:
http://www.dot.ca.gov/hq/bep/title_vi/t6_violated.htm.

Additionally, if you need this information in an alternate format, such as in Braille or in a language other than English, please contact Charles Wahnon, Manager, Title VI and Americans with Disabilities Act Program, California Department of Transportation, 1823 14th Street, MS-79, Sacramento, CA 95811. Phone: (916) 324-1353 or toll free 1-866-810-6346 (voice), TTY 711, fax (916) 324-1869, or via email: charles_wahnon@dot.ca.gov.


CINDY MCKIM
Director

DEPARTMENT OF TRANSPORTATION
OFFICE OF THE DIRECTOR
P.O. Box 942873, MS-49
SACRAMENTO, CA 94273-0001
PHONE (916) 654-5266
FAX (916) 654-6608
TTY 711



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Be energy efficient!*

6 de Agosto 2010

TITULO VI POLITICA DE ESTADO

El Departamento de Transporte de California, en el Título VI del Acta de Derechos Civiles de 1964 y los estatutos relacionados, asegura que ninguna persona en el Estado de California podrán, por motivos de raza, color, origen nacional, sexo, discapacidad, o edad, se excluidos de la participación en, negársele los beneficios de, o ser de otra manera sujeto a discriminación bajo cualquier programa o actividad que administra.

Para obtener información sobre cómo presentar una denuncia basada en motivos de raza, color, origen nacional, sexo, discapacidad, o edad, por favor visite la siguiente página:
http://www.dot.ca.gov/hq/bep/title_vi/t6_violated.htm.

Si necesita esta información en un formato alternativo, por ejemplo en Braille o en un idioma distinto del Inglés, por favor póngase en contacto con Charles Wahnnon, Gerente, el Título VI y el Programa de estadounidenses con Discapacidades, California Department of Transportation, 1823 14th Street, MS-79, Sacramento, CA 95811. Teléfono: (916) 324-1353 o al número gratuito 1-866-810-6346 (voz), TTY 711, fax (916) 324-1869, o vía e-mail: charles_wahnnon@dot.ca.gov.

Cindy McKim
CINDY McKIM
Directora

Attachment D

Title VI Participation Data Collection Memo and Forms/Templates

Memorandum

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Be energy efficient!*

To: Please See the Attached List

Date: March 18, 2010

From: 
RITA A. NELSON
Chief, Title VI Program
Office of Business & Economic Opportunity

Subject: Public Participation Data Collection Revisions

Attached please find the revised public participation data collection templates and matrix for your use in collecting and reporting public participation outreach data for the district/division. As discussed at the last Title VI Interdisciplinary Team/Liaison meeting, a recent discussion with the Federal Highway Administration representative including a review of the *Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity*, issued by the Office of Management and Budget, has necessitated a revision to the templates and matrix used for collecting and reporting the outreach data. The due date for submitting the demographic data to the Title VI Program has also changed so it is being reported on a more frequent basis.

Two categories for reporting ethnicity have been added to the *Caltrans Public Participation Survey*. They are: Hispanic or Latino and Not Hispanic or Latino. There have also been some minor changes made to the five categories for reporting race. The revised categories include American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, and White. Depending on the event format, you may continue to customize the survey or implement the survey form in a different manner to meet your specific needs. See *Civil Rights, Title VI Program [guidelines & appendices]*, pages 40 - 45, for additional information.

The Outreach to Communities matrix (this is the spreadsheet used for reporting the division/district data) has also been revised. Please continue to report the data on the programs and activities that have a significant impact on the public and are emphasized in the *Caltrans Title VI Program [guidelines & appendices]*, - Emphasis Programs: Planning, Environmental, Right of Way, Construction Research and Other Services: Local Assistance, Aeronautics, Mass Transportation, Rail and Procurement and Contracts. The matrix is due to the Title VI Program on a quarterly basis, beginning with the first and second quarters, October 1, 2009 - March 31, 2010, due by **April 20, 2010**. The third quarter, April 1, 2010 - June 30, 2010, is due by **July 20, 2010** and the fourth quarter, July 1, 2010 - September 30, 2010, is due by **September 1, 2010**. For your convenience, a reminder will be emailed to you prior to the due date.

Please continue to use the revised *Public Participation Visual Tally* as an indirect method for collecting data when at least 50 percent of the participants do not complete the public participation survey. Employees are to use their best judgment when physically counting the

participants in regards to the demographics, such as ethnicity, race, age, sex, etc. When conducting a visual count, it is suggested the participant's demographics data be reported on the matrix in percentages. FHWA has assured Caltrans this is an acceptable means to collect data when employees cannot obtain data using voluntary data collection methods.

Additionally, and as a reminder, FHWA suggested two methods to get participants to complete the survey which may be helpful to you in collecting, analyzing and reporting the data in accordance with 23 Code of Federal Regulation §200.9, (b) (4) and (b) (10). The first method is to have a greeter welcome participants to the event. When participants feel comfortable in the meeting setting, they are more apt to offer information about themselves and thus be more inclined to complete a survey. The second method is to make a general announcement at the beginning of the event welcoming the group and explaining the purpose of the event and the importance of completing the public participation survey. You might also explain how the information will be used. The following is a sample script:

Hello, my name is _____. I represent Caltrans _____. Caltrans is currently assessing alternatives to improve traffic congestion on Route 99. I would like to explain the purpose of the Caltrans Public Participation Survey. The information is being collected in order to comply with Title VI of the Civil Rights Act of 1964, Nondiscrimination in Federally Assisted Programs. As a recipient of federal financial assistance, Caltrans is required to collect and analyze data on race, color, national origin, sex, age and disability. The data you provide will enable Caltrans to ensure that residents and communities impacted by this project have been included in the decision making process. The information will not be used for any other purpose. These survey questions should only take a few moments of your time. Please check the appropriate boxes which best describe you. Submittal of this information is voluntary. Please begin the survey. Thank you. Wait approximately five minutes then make an announcement to forward the information to you.

If you have any questions regarding data collection, please do not hesitate to contact me at (916) 324-8399 or email: rita_a_nelson@dot.ca.gov.

Attachments

To: Title VI Program Area Administrators (PAAs)/Interdisciplinary Team Members

Phillip Crimmins, Division of Aeronautics
Angela Shell, Division of Construction
Pam Suszko, Division of Design
Heather Ellis, Division of Engineering Services
Peter Bond, Division of Environmental Analysis
Sue Morandi, Legal Division
Gene Shy, Division of Local Assistance
Sherry Liberty, Division of Maintenance
Kimberly Gayle, Division of Mass Transportation
Kemuel Pruitt, Division of Procurement and Contracts
Michele Newmarch, Division of Procurement and Contracts
Clarissa Jones, Division of Project Management
Glenna Stewart, Division of Research and Innovation
Lynette Bell, Division of Research and Innovation
Mary Rodriguez, Division of Rail
Rene Fletcher, Division of Right of Way and Land Surveys
Roberta Littlefield, Division of Traffic Operations
Lauri Priego, Division of Traffic Operations
Michelle Robinson, Division of Transportation Planning

District Title VI Liaisons

Emma Cleveland, District 1
Mark E. Robertson, District 2
Marlo Tinney, District 3
Kimberly Ponder, District 4
Gillian McCallum, District 5
Patti Van Loon, District 6
Sylvia Delgado, District 7
Michelle Profant, District 8
Deb Lowgren, District 9
Walt Freeman, District 10
Gloria Koch, District 11
Elizabeth Philippon, District 12

c: Will McClure, Equal Opportunity Specialist, FHWA
Derrin Jourdan, Civil Rights Officer, FTA
Cindy McKim, Chief Deputy Director
Olivia Fonseca, Deputy Director, Office of Business & Economic Opportunity
Martin Tuttle, Deputy Director, Planning and Modal Programs
Susan Hogg, Deputy Director, Administration

Ann Barsotti, Deputy Director, Information Technology
Richard Land, Deputy Director, Project Delivery
Gary Cathey, Chief, Division of Aeronautics
Mark Leja, Chief, Division of Construction
Tim Craggs, Interim Chief, Division of Design
Robert Pieplow, Chief, Division of Engineering Services
Jay Norvell, Chief, Division of Environmental Analysis
Denix Anbiah, Chief, Division of Local Assistance
Steve Takigawa, Chief, Division of Maintenance
Jane Perez, Interim Chief, Division of Mass Transportation
William Fackenthall, Chief, Division of Procurement and Contracts
Karla Sutliff, Chief, Division of Project Management
Bill Bronte, Chief, Division of Rail
Larry Orcutt, Chief, Division of Research and Innovation
Tony Tavares, Chief, Division of Right of Way and Land Surveys
Robert Copp, Chief, Division of Traffic Operations
Sharon Scherzinger, Interim Chief, Division of Transportation Planning
Premjit Rai, Chief, Office of Equal Employment Opportunity

Matt Brady, Interim District Director, District 1
John Bulinski, District Director, District 2
Jody Jones, District Director, District 3
Bijan Sartipi, District Director, District 4
Rich Krumholz, District Director, District 5
Malcom Dougherty, District Director, District 6
Michael Miles, District Director, District 7
Raymond Wolfe, District Director, District 8
Thomas Hallenbeck, District Director, District 9
Ross Chittenden, Interim District Director, District 10
Laurie Berman, District Director, District 11
Cindy Quon, District Director, District 12

Caltrans Public Participation Survey

The following information is being collected by the California Department of Transportation (Caltrans) in order to comply with Title VI of the Civil Rights Act of 1964, *Nondiscrimination in Federally Assisted Programs*. Please take a few moments to complete the following questions. The data you provide will enable Caltrans to identify residents and communities impacted by federally funded projects/or activities. Please check the appropriate boxes with an "X" that best describes you and return the completed survey to the event coordinator. Submittal of this information is *voluntary*. Thank you.

Sex

- Male Female

Ethnicity

- Hispanic or Latino Not Hispanic or Latino

Race

- American Indian or Alaska Native Asian
 Black or African American White
 Native Hawaiian or Other Pacific Islander Other: _____

Disability

- Yes No

Age

- Under 40 Over 40

Income

- \$22,050 or Less
 Over \$22,051

Language

What language is primarily spoken in your household? _____

Categories and Definitions

The minimum categories for data on race and ethnicity for federal statistics, program administrative reporting, and civil rights compliance reporting are defined as follows:

- a. **American Indian or Alaska Native.** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- b. **Asian.** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- c. **Black or African American.** A person having origins in any of the black racial groups of Africa.
- d. **Hispanic or Latino.** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- e. **Native Hawaiian or Other Pacific Islander.** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- f. **White.** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Encuesta de la Participación Pública de Caltrans

La siguiente información está siendo coleccionada por el Departamento de Transporte de California (Caltrans) para cumplir con el Título VI del Acta de Derechos Civiles de 1964, *No Discriminación en Programas de asistencia federal*. Por favor, tómese unos minutos para completar las siguientes preguntas. Los datos que permitirá a Caltrans para identificar los residentes y las comunidades afectadas por proyectos financiados con fondos federales o actividades. Por favor, marque las casillas correspondientes con una "X" que mejor te describe a ti y devuelva la forma al coordinador del evento. Entregando esta información es *voluntaria*. Gracias.

Sexo

Masculino Femenino

Etnia

Hispano o Latino No Hispano o Latino

Raza

Indio Americano o Nativo de Alaska Asiático
 Negro o Africano Americano Blanco
 Nativo de Hawai u otra isla del Pacífico Otro: _____

Incapacidad

Sí No

Edad

Menos de 40 Más de 40

Ingresos

\$22,050 o menos
 Más de \$22,051

Idioma

¿Qué idioma se habla principalmente en su hogar? _____

Categorías y definiciones

Las categorías mínimas de los datos sobre raza y etnicidad para estadísticas federales, el programa de información administrativa, y reportajes de conformidad de los derechos civil se definen como se muestra a continuación:

- a. **Indio Americano o Nativo de Alaska.** Una persona con orígenes en cualquiera de los pueblos originales de Norte y Sur América (incluyendo América Central), y que mantiene afiliación tribal o un compromiso comunitario.
- b. **Asiático.** Una persona con orígenes en cualquiera de los pueblos originales del Lejano Oriente, el sudeste asiático o el subcontinente indio, incluyendo, por ejemplo, Camboya, China, India, Japón, Corea, Malasia, Pakistán, Filipinas, Tailandia y Vietnam.
- c. **Negro o Africano Americano.** Una persona con orígenes en cualquiera de los grupos racial negro de África.
- d. **Los Hispanos o Latinos.** Una persona de origen cubano, mexicano, puertorriqueño, Centro o Sur Americanos, o la cultura u origen español, a pesar de su raza.
- e. **Nativo de Hawai u otra isla del Pacífico.** Una persona con orígenes en cualquiera de los pueblos originarios de Hawaii, Guam, Samoa u otras islas del Pacífico.
- f. **Blanca.** Una persona con orígenes en cualquiera de los pueblos originales de Europa, el Oriente Medio o África del Norte.

Public Participation Visual Tally

Division/District: _____ Project No./Activity: _____ Type: _____

Date of Event: _____ Location: _____ ADA Accessible: Yes/No _____

Purpose: _____ Event Coordinator: _____

		Total
Gender		
Female		
Male		
Ethnicity		
Hispanic or Latino		
Not Hispanic or Latino		
Race		
American Indian or Alaska Native		
Asian		
Black or African American		
Native Hawaiian or Other Pacific Islander		
White		
Other		
Disability		
Yes		
No		
Age		
Under 40		
Over 40		
Income		
\$22,050 or Less		
Over \$22,051		

¹ Record the total count of income provided on the voluntary public participation form.

Attachment E

Outreach to Communities - Districts and Divisions (Headquarters)

Outreach to Communities

FFY 2010

District/ Division Program Area	Project Number/Activity	Lead Agency/ Contact Person	Type of Event: Informational; Hearing (Public Input); Open House; Workshop; Other	Facility Name/ Location of Event	Facility ADA Accessible? Yes/No	Purpose of Meeting	Date of Event	Interpreters and/or Alternate Formats? Yes/No. If Yes, in What Language and/or Format?	Translation of written materials? Yes/No. If Yes, in What Language(s)?	Ethnicity of Public Participants: (# Hispanic or Latino, # Not Hispanic or Latino)	Demographics of Public Participants: Gender/Race/Age/Disability/ Income Level: American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, White	Demographic Sources Used/Visual Tally (VT) Used Yes/No	# of Attendees	Outreach Method
HQ Division of Design	Caltrans Landscape & Erosion Control Contractors' Meeting	Caltrans Jack Broadbent	Informational and Hearing (public input)	Caltrans District 11 San Diego, CA	Yes	To give and receive input from Landscape contractors re: specifications & design products	3/2/10	No	No	Not Reported	9 Female, 8 White, 1 other. All over age 40, no disabled, all with income greater than \$22,051	None	9	Personal Invitations were given to Landscape & Erosion control contractors that have either worked on Caltrans projects during the past 2 years or are currently working on a Caltrans project
HQ Division of Design	Caltrans Landscape & Erosion Control Contractors' Meeting	Caltrans Jack Broadbent	Informational and Hearing (public input)	Caltrans District 3 Trans Lab - Marysville, CA	Yes	To give and receive input from Landscape contractors re: specifications & design products	3/11/10	No	No	Not Reported	3 Female, 22 Male. 2 Asian, 21 White, 2 Other. 2 Under age 40, 23 over age 40. All with income greater than \$22,051	None	25	Personal Invitations were given to Landscape & Erosion control contractors that have either worked on Caltrans projects during the past 2 years or are currently working on a Caltrans project

Outreach to Communities

FFY 2010

HQ Division of Mass Transportation	Elderly And Disabled Specialized Transit, Job Access / Reverse Commute & New Freedom FY 2010 Successful Applicant Workshop	Caltrans Cindy White / Helen Louie	Public Transit Outreach	San Joaquin RTD, Stockton	Yes	To educate transit organizations of next steps after successful applications	7/29/10	No Interpreters or special aids requested or required	No Translation of written materials requested or required	3 Hispanics or Latino, 15 Not Hispanics or Latino	2 Male, Hispanic, 2 Female Hispanic, 1 Male Asian, 1 Female Asian, 4 Participants under age 40 and 12 over age 40	VT-Yes	27	Emailed flyers to transit agencies, District Transit Reps, RTPAs. Posted on DMT Web site and direct phone calls to successful applicants.
HQ Division of Mass Transportation	Elderly And Disabled Specialized Transit, Job Access / Reverse Commute & New Freedom FY 2010 Successful Applicant Workshop	Caltrans Cindy White / Helen Louie	Public Transit Outreach	Golden Rain Foundation, Walnut Creek	Yes	To educate transit organizations of next steps after successful applications	8/9/10	No Interpreters or special aids requested or required	No Translation of written materials requested or required	4 Hispanics or Latino, 7 Not Hispanics or Latino	3 Male, Hispanic, 1 Female Hispanic, 1 Male, American Indian or Alaska Native, 2 Male, Asian, 3 Participants under age 40 and 8 over age 40	VT-Yes	24	Emailed flyers to transit agencies, District Transit Reps, RTPAs. Posted on DMT Web site and direct phone calls to successful applicants.
HQ Division of Mass Transportation	Elderly And Disabled Specialized Transit, Job Access / Reverse Commute & New Freedom FY 2010 Successful Applicant Workshop	Caltrans Cindy White / Helen Louie	Public Transit Outreach	Shasta Nutritional Center, Redding	Yes	To educate transit organizations of next steps after successful applications	8/10/10	No Interpreters or special aids requested or required	No Translation of written materials requested or required	1 Hispanic or Latino, 8 Not Hispanic or Latino	1 Male Hispanic, 1 Participant under age 40 and 8 over age 40	VT-Yes	10	Emailed flyers to transit agencies, District Transit Reps, RTPAs. Posted on DMT Web site and direct phone calls to successful applicants

Outreach to Communities

FFY 2010

HQ Division of Mass Transportation	Elderly And Disabled Specialized Transit, Job Access / Reverse Commute & New Freedom FY 2010 Successful Applicant Workshop	Caltrans Cindy White / Helen Louie	Public Transit Outreach	Tarzana Treatment Center, Tarzana	Yes	To educate transit organizations of next steps after successful applications	8/17/10	No Interpreters or special aids requested or required	No Translation of written materials requested or required	6 Not Hispanic or Latino	3 Male, White, 3 Female, White, 2 Participants under age 40 and 4 over age 40	VT-No	18	Emailed flyers to transit agencies, District Transit Reps, RTPAs. Posted on DMT Web site and direct phone calls to successful applicants
HQ Division of Mass Transportation	Elderly And Disabled Specialized Transit, Job Access / Reverse Commute & New Freedom FY 2010 Successful Applicant Workshop	Caltrans Cindy White Helen Louie	Public Transit Outreach	Caltrans District 8 Maintenance Office, San Bernardino	Yes	To educate transit organizations of next steps after successful applications	8/18/10	No Interpreters or special aids requested or required	No Translation of written materials requested or required	5 Hispanic or Latino, 12 Not Hispanic or Latino	3 Male, Hispanic, 2 Female Hispanic, 1 Male African American, 2 Female African American, 5 Participants under age 40 and 12 over age 40	VT-No	36	Emailed flyers to transit agencies, District Transit Reps, RTPAs. Posted on DMT Web site and direct phone calls to successful applicants
HQ Division of Mass Transportation	Elderly And Disabled Specialized Transit, Job Access / Reverse Commute & New Freedom FY 2010 Successful Applicant Workshop	Caltrans Cindy White Helen Louie	Public Transit Outreach	Orange County Transportation Authority / Orange County	Yes	To educate transit organizations of next steps after successful applications	8/19/10	No Interpreters or special aids requested or required	No Translation of written materials requested or required	7 Not Hispanic or Latino	2 Male, White, 5 Female, White, 1 Participant under age 40 and 6 over age 40	VT-No	26	Emailed flyers to transit agencies, District Transit Reps, RTPAs. Posted on DMT Web site and direct phone calls to successful applicants
HQ Division of Rail	Bay Area Travel Show	Caltrans Debbie Mullins	Marketing Outreach	Santa Clara Convention Center	Yes	Awareness Outreach for San Joaquin Corridor and Safety	1/11/10	None	No	Multi-Cultural	Multi-Cultural	VT-Yes	10,000	Public
HQ Division of Rail	National Train Day	Caltrans Debbie Mullins	Outreach Event	Sacramento/LA Railroad Museum	Yes	Celebration of trains across the United States	5/8/10	Yes	No	Multi-Cultural	Multi-Cultural	VT-Yes	2,000	Public

Outreach to Communities

FFY 2010

HQ Division of Rail	Planata	Caltrans Debbie Mullins	Outreach Event	Planata, CA Outdoor	Yes	Awareness San Joaquin Route; Operation Lifesaver	4/11/10	Yes	Yes - Spanish	Latino	Multi-Cultural	VT-Yes	500	Public
District 1 Planning	01-48950K Broadway Feasibility Study	Caltrans Jeff Pimentel	Informational meeting on micro simulation and Broadway Feasibility Study	Adomi Center	Yes	informational	2/11/10	No	No	Unknown	Unknown	N/A	25	Email
District 1 Advance Planning	01-49490K Hoopa Downtown Enhancement Project	Caltrans Valency Langtry	Request for input from Tribe	Letter of Request	N/A	Provide opportunity for involvement	3/11/10	No	No	N/A	American Indian	N/A	N/A	Letter
District 1 Planning	01-43480K 4 Bridges Project	Caltrans Jeff Pimentel	Public Meeting on improvements planned for 4 bridges along Highway 1	Mendocino High School	Yes	Informational	6/1/10	No	Yes, Spanish	Unknown	Unknown	N/A	20	Newspaper, email, mail
District 1 Project Delivery	EA 3634V	Caltrans Linda Evans	Public Open House During NOP Circulation	Yurok Tribal Office Klamath	Yes	To receive public input from communities/ public	2/10/10	No	No	32 people signed in attendance. Only one disclosed per Title VI as a white male	No count taken	N/A	32	Paid ad in Del Norte TriPLICATE; Public Service/Radio and TV announcements; Internet; direct mailers
District 1 Environmental	01-2921U - North Hopland Upgrade/ External PDT & Community Advisory Committee	Caltrans	Workshop	Hopland Elementary School	Yes	Update participants on scope changes	11/17/09	No	No	Did not observe	Did not observe	N/A	25-30	Letters to participants
District 1 Environmental	EA 479400 (Patrick Creek Narrows), 450000 (The Narrows), 448300 (Washington Curve), 481100 (Ruby 1), 454900 (Ruby 2); Public Hearing for the DED	Caltrans Kim Hayler	Hearing (Public Input)	Crescent City Cultural Center; Crescent City	Yes	To receive public input on OED	7/13/10	No	No	No Non Hispanic or Latino	11 Male, 7 Female 3 under 40, 15 over 40 No disabled persons 18 indicated race as White No one indicated they were below poverty level	U.S. Census VT-No	31	Paid public notice in local newspaper; PSA/News release; Internet; direct mailers

Outreach to Communities

FFY 2010

District 1 Environmental Management	0100000122 (3634V0) Public Scoping Meeting for Proposed Klamath Grade Raise Project	Caltrans Valerie Gizinski	Informational: provide information and receive input	Yurok Tribal Office, Klamath	Yes	To elicit public and agency comments on scope, alternatives, mitigation measures, and potential effects of project	2/10/10	No	No	One person identified self as white male. Visual estimate of participants: 65% Native American, 35% non Native American	50% Male and Female; approx 16% estimated low income	Paid ad in local newspaper, Public Service Announcement released to local media in Del Norte County	32	Paid ad in local newspaper, Public Service Announcement released to local media in Del Norte County
District 1 Environmental Management	0100000122 (3634V0) Public Scoping Meeting for Proposed Klamath Grade Raise Project	Caltrans Valerie Gizinski	Informational: provide information and receive input	Yurok Tribal Office, Klamath	Yes	To elicit public and agency comments on scope, alternatives, mitigation measures, and potential effects of project	2/10/10	No	No	One person identified self as white male. Visual estimate of participants: 65% Native American, 35% non Native American	50% Male and Female; approx 16% estimated low income	Paid ad in local newspaper, Public Service Announcement released to local media in Del Norte County	32	Paid ad in local newspaper, Public Service Announcement released to local media in Del Norte County
District 2 Public Information	Stellar School Presentation	Caltrans Denise Yergenson	Public Outreach	Stellar Charter School - Redding	Yes	Presentation to school children	3/25/10	No	No	100% white	50/50 Female vs. Male, ages 9 - 50	VT-Yes	30	Caltrans was invited to speak
District 2 Public Information	Worker Memorial	Caltrans Michael Mayor	Memorial - Public Invited	Redding Lions Club Flag	Yes	To honor fallen workers	4/20/10	No	No	99% white, 1% African American	60% Male/40% Female, ages 25 to 80, White and African American	VT-Yes	70	Invitation/News releases
District 2 Public Information	Greenville Streetscape Public Meeting	Caltrans Eric Orr	Public Open House	Greenville Community Center	Yes	Public input on project	6/10/10	No	No					
District 2 Public Information	Spanish Creek Groundbreaking	Caltrans Michael Mayor	Ground Breaking	Spanish Creek Bridge SR 70 project site in Plumas County	Yes	Project kickoff	7/7/10	No	Yes - If requested				20	Invitation/News Releases
District 2 Advance Planning	Outreach on the Honeylake Expressway/ Johnstonville Expressway	Caltrans Dale Widner	Public Meeting	Veterans Memorial Hall, Susanville, Lassen County, CA	Yes	To receive public input from communities/public	10/27/09	No	No	NA	NA	None	40	Newspaper articles and mailings by Lassen County Local Transportation Commission

Outreach to Communities

FFY 2010

District 2 Planning	MOU meeting with the Pit River Tribal Council	Caltrans Sandra Rivera	Informational	Caltrans District 2 Conference Room, Redding, Shasta County, CA	Yes	Quarterly Government to Government meeting	12/1/09	No	No	Not Hispanic	Native American	U.S. Census Bureau; Field Directory of the California Indian Community	18 Tribal Members	Email/Meeting
District 2 Planning	Letter Of Authorization (LOA) for both Tribal Government's to collect Bear carcass off of State Hwy. for ceremonial uses	CA Dept of Fish and Game	Workshop	Greenville Indian Rancheria, Greenville, Plumas County, CA	Yes	Communicate on pilot program Approved additional year	1/10/09	No	No	Not Hispanic	Native American	U.S. Census Bureau; Field Directory of the California Indian Community	10	Email/Meeting Teleconference
District 2 Planning	MOU meeting with the Pit River Tribal Council	Caltrans Sandra Rivera	Informational	Tribal Facility, Burney, Shasta County, CA	Yes	Quarterly Government to Government meeting	4/13/10	No	No	Not Hispanic	Native American	U.S. Census Bureau; Field Directory of the California Indian Community	13 Tribal Members	Email/Meeting
District 2 Planning	MOU meeting with the Karuk Tribe	Caltrans Sandra Rivera	Informational	Tribal Facility, Happy Camp, Siskiyou County, CA	Yes	Annual Government to Government meeting	3/3/10	No	No	Not Hispanic	Native American	U.S. Census Bureau; Field Directory of the California Indian Community	10 Tribal Members	Email/Meeting
District 2 Planning	MOU meeting with the Pit River Tribal Council	Caltrans Sandra Rivera	Informational	Tribal Facility, Burney, Shasta County, CA	Yes	Annual Government to Government meeting	6/29/10	No	No	Not Hispanic	Native American	U.S. Census Bureau; Field Directory of the California Indian Community	18 Tribal Members and Shasta RTPA Staff	Email/Meeting

Outreach to Communities

FFY 2010

District 2 System Planning	Outreach for the State Route 36 Transportation Concept Report	Caltrans Laura Rose	Public Workshop	Senior Center, Red Bluff, Tehama County, CA	Yes	Gathered public comments about SR 36 from community members	7/21/10	No	No	1 Hispanic/7 Not Hispanic	White (primarily), English primary language, some: (low- income & disability; Hispanic or Latino)	U.S. Census Bureau	8	Posted meeting on Caltrans System Planning Internet Web site, used Title VI outreach database for direct mailings; notified area Chambers of Commerce, notified area Post Masters, posted workshop flyer and held meeting at local Senior/Community Center, coordinated with transportation departments in Shasta and Tehama counties, presentations at Agency public meetings; Caltrans Public Information Office provided media outreach, Flyer posted at Platina Store
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Outreach to Communities

FFY 2010

District 2 System Planning	Outreach for the State Route 36 Transportation Concept Report	Caltrans Laura Rose	Public Workshop	Ruth Lake Community Hall, Mad River, Trinity County, CA	Yes	Gathered public comments about SR 36 from community members	7/28/10	No	No	Not Hispanic	White (primarily), English primary language, some: (low- income & disability)	U.S. Census Bureau	26	Posted meeting on Caltrans System Planning internet Web site, used Title VI outreach database for direct mailings; notified area Chambers of Commerce, notified area Post Masters, posted workshop flyer and held meeting at local Community Center, coordinated with transportation departments in Humboldt and Trinity counties, presentations at Agency public meetings; Caltrans Public Information Office provided media outreach, flyers provided to Dinsmore Store
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Outreach to Communities

FY 2010

District 2 System Planning	Outreach for the State Route 36 Transportation Concept Report	Caltrans Laura Rose	Public Workshop	Chester Memorial Hall in Chester, Plumas County, CA	Yes	Gathered public comments about SR 36 from community members.	8/17/10	No	No	Not Hispanic	White (primarily), English primary language, some: (low-income & disability)	U.S. Census Bureau	33	Posted meeting on Caltrans System Planning internet Web site, used Title VI outreach database for direct mailings; notified area Chambers of Commerce (COC); workshop noticed on Chester COC Web site calendar and newsletter, notified area Post Masters, posted workshop flyer and held meeting at local community center, coordinated with transportation departments in Plumas and Lassen counties, presentations at Agency public meetings; Caltrans Public Information Office provided media outreach, flyers provided to Dinsmore Store
District 2 System Planning	Outreach for the State Route 273 Transportation Concept Report	Caltrans Steve Pendergast	Public Workshop	Redding Library-Community Room, Shasta County, Redding, CA	Yes	Gathered public comments about State Route 273 for a future plan	9/23/10	No	No	TBD	TBD	U.S. Census Bureau	TBD	Agency presentations, PIO Media Outreach, Use to Title VI Outreach database, placed information in "Redding Connects" Utility bill newsletter. E-mail, phone, and verbally told participants at this point

Outreach to Communities

FFY 2010

District 3 Project Development Team	3E100 - Vertical Clearance Project	Caltrans Doug Lange	Public Informational Workshop	Caltrans District 03, Loomis Depot Building	Yes	To receive public input from communities/public	3/30/10	Yes, one Spanish speaking representative was present	No	None tallied	Visual Tally: 1 American Indian/Alaska Native, 41 White; 33 people over 40 years. 9 people under 40 years.		34 on sign-in sheet	Public Notice in Newspapers and sister papers, word of mouth from public works folks
District 3 Project Development Team	3E100 - Vertical Clearance Project	Caltrans Doug Lange	Public Informational Workshop	Caltrans District 03 Newcastle Elementary School	Yes	To receive public input from communities/public	3/24/10	Yes, one Spanish speaking representative was present	No	1 Hispanic/Latino	1 Asian, 20 White; 5 people under 40, 16 people over 40; 1 person under \$22,050, 20 people over \$22,051		18 on sign-in sheet	Public Notice in local newspaper
District 3 Project Development Team	3E100 - Vertical Clearance Project	Caltrans Doug Lange	Public Informational Workshop	Caltrans District 03 Colfax Train Depot Building	Yes	To receive public input from communities/public	3/17/10		No	No tally	No tally		5	Public Notice in local newspaper
District 3 Environmental	03-2C990 - SAC 5/80 Interchange Project - DED	Caltrans Lupe Jimenez	Public Informational Workshop	Caltrans District 03, Yosemite Room, 2800 Gateway Oaks, Sacramento, CA	Yes	To receive public input from communities/public	3/10/10	No	No	No Hispanic or Latino	Mostly Caucasian		5	Paid ad in local newspaper
District 3 Planning and Local Assistance	Contract Number 74A0244/ Outreach on the Public Participation Plan for the City of Colusa - SR 20 Market Street Complete Streets Project	Caltrans Nora Hogan	3 Public Workshops	1) Colusa City Hall Auditorium 425 Market St Colusa, CA 2) Colusa Chamber of Commerce 3) Colusa City Hall Auditorium	Yes	To solicit public input from the community, and other stakeholders to identify the community vision on SR-20 (Market Street)	1) 5/11/10 2) 6/25/10 3) 7/28/10	Yes. Consultant staff has Spanish Interpreter	No	1) 100 % not Hispanic or Latino 2) 100% not Hispanic or Latino 3) 100% not Hispanic or Latino Note: Count is done by visual means	1) 50 % Male, 50% Female; All over age of 40 2) 60% Male, 40 % Female; 2 Native American; All Age over 25 3) 55 % Female, 45 % Male; All over age of 40	U.S. Census VT - No	1) 30 2) 10 3) 25	Post card, paid newspaper ad/announcement, public notice, direct mail, door to door

Outreach to Communities

FFY 2010

District 3 Small Business Program	A&E Contractor Outreach	Translab John Mook	Contractor Outreach	Translab, 39th and Folsom Sacramento	Yes	Look Ahead to Upcoming A&E contract advertisements	10/14/09	No	No	5 Hispanic 34 Not Hispanic	27 White 3 African American 3 Asian Pacific 5 Hispanic 1 SubCont Asian 0 Native American No Gender/Age/Disability or Income level information	Registration List and Visual Observation	39 Non Caltrans staff attendees	Eblast, Caltrans Web site, other
District 3 Small Business Program	GovLink Conference	The Federal Technology Center, Carol Bowyer	Small Business/DVBE/SD VOB Outreach	Radisson Hotel, Sacramento	Yes	Contractor/ Vendor Outreach	10/20-21 2009	Yes, Sign Language	No	Unknown	Unknown	NA	Over 300	Invitation to Provide Outreach at Caltrans Booth
District 3 Small Business Program	California Public Utilities Commission Matchmaking Fair	CPUC, Stephanie Green	Contractor Outreach	Elks Lodge, Chico	Yes	Assist Small Businesses (SB) to connect with Local Government entities	10/22/09	No	No	24 Not Hispanic	20 White 1 African American 0 Asian Pacific 0 Hispanic 2 SubCont Asian 1 Native American No Gender/Age/Disability or Income level information	Registration List and Visual Observation	Over 200 to the event but 24 participated in the Matchmaking Sessions with Caltrans	Eblast, Caltrans Web site, local media
District 3 Small Business Program	Yuba/Sutter Chamber of Commerce	District 3 Frank Maskovich	Informational	D3 District Office Marysville	Yes	Educate Chamber members about Caltrans operations in Yuba and Sutter Counties	10/30/09	No	No	2 Hispanic 24 Not Hispanic	24 White 0 African American 0 Asian Pacific 2 Hispanic 0 SubCont Asian 0 Native American No Gender/Age/Disability or Income level information	Visual Observation	26 Non Caltrans staff attendees	Chamber Invitation
District 3 Small Business Program	Connecting Point 2009	Sacramento Public Agency Consortium, Lori Okamoto	Contractor/ Vendor Outreach	Lions Gate Hotel, North Highlands	Yes	Contractor/ Vendor Outreach	11/4/09	No	No	Unknown	Unknown	NA	Nearly 400	Invitation to Provide Outreach at Caltrans Booth

Outreach to Communities

FFY 2010

District 3 Small Business Program	Business Information Seminar - D3 Small Business	District 3 Whitmore Liza	Workshop/Seminar	D3 District Office Marysville	Yes	Educate small businesses about how to connect with Caltrans and provide business development info	11/18/09	No	No	4 Hispanic 40 Not Hispanic	35 White 1 African American 3 Asian Pacific 4 Hispanic 0 SubCont Asian 1 Native American No Gender/Age/Disability or Income level information	Registration List and Visual Observation	44 Non Caltrans staff attendees	Eblast, flyer at previous outreach events, email, press release
District 3 Small Business Program	Intro to Government's Contracting	The Federal Technology Center	Workshop/Seminar	Yuba Sutter Small Business Development Center, Yuba City	Yes	Provide short presentation at workshop to educate small businesses about how to connect with Caltrans	12/1/09	No	No	1 Not Hispanic	1 White Female	Visual Observation	1 NonCaltrans staff attendee	Invitation to Speak
District 3 Small Business Program	Intro to Government's Contracting	The Federal Technology Center	Workshop/Seminar	Small Business Development Center of Greater Sacramento, Sacramento	Yes	Provide short presentation at workshop to educate small businesses about how to connect with Caltrans	12/3/09	No	No	Unknown	Unknown	NA	14 NonCaltrans staff attendees	Invitation to Speak
District 3 Small Business Program	Sacramento Municipal Utility District (SMUD) Supplier Expo	SMUD Lori Okamoto	Contractor/ Vendor Outreach	Lions Gate Hotel, North Highlands	Yes	Contractor/ Vendor Outreach	12/8/09	No	No	Unknown	Unknown	NA	over 200 attendees	Invitation to Provide Outreach at Caltrans Booth
District 3 Small Business Program	Associated General Contractors/Caltrans Industry Bi-Annual Meeting	District 3 Construction John Rodrigues	Bi-Annual Meeting	D3 District Office Marysville	Yes	Educate prime and subcontractor firms about upcoming Caltrans projects and issues	1/13/10	No	No	28 Not Hispanic	28 White 0 African American 0 Asian Pacific 0 Hispanic 0 SubCont Asian 0 Native American No Gender/Age/Disability or Income level info	Visual Observation	28 Attendees	AGC Newsletter/Web site, Caltrans Eblast, D3 Web site
District 3 Small Business Program	Regional Transit Partners in Business Conference	Regional Transit, Fernando Barcerena	Contractor/ Vendor Outreach	Lions Gate Hotel, North Highlands	Yes	Contractor/ Vendor Outreach	1/28/10	No	No	Unknown	Unknown	NA	over 100 attendees	Invitation to Provide Outreach at Caltrans Booth

Outreach to Communities

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District 3 Small Business Program	Society of American Military Engineers (SAME)	SAME, Jeff Carter Caltrop	Annual Small Business Outreach Meeting	Holiday Inn, Sacramento	Yes	Provide short presentation at workshop to educate small businesses about how to connect with Caltrans	1/28/10	No	No	Unknown	Unknown	NA	64 persons	Invitation to Speak
District 3 Small Business Program	Small Business Training	Yuba Sutter One Stop, Employment Development Department/ Yolanda Montes	Workshop/ Seminar	Yuba County One Stop, Marysville	Yes	Educate small businesses about how to connect with Caltrans and provide business development information	2/2/10	No	No	Unknown	Unknown	NA	48 persons	Invitation to Speak
District 3 Small Business Program	Elite Service Disabled Veteran Owned Business (SDVOB) Network Monthly Meeting	Elite SDVOB Network, Valerie Lewis	Monthly Meeting	Danville Grange Hall, Danville	Yes	Educate SDVOBs about how to connect with Caltrans and provide business development information	3/16/10	No	No	Unknown	Unknown	NA	22 persons	Invitation to Speak
District 3 Small Business Program	Green California Summit	Governor's Office, Tyler Graves	Contractor/ Vendor Outreach and Matchmaking Sessions	Sacramento Convention Center, Sacramento	Yes	Contractor/ Vendor Outreach	3/17/10	No	No	6 Not Hispanic	6 White No Gender/Age/Disability or Income level info	Visual Observation	Hundreds to the event, 6 participated in the Matchmaking Sessions	Invitation to Provide Outreach at Caltrans Booth and participate in Matchmaking Sessions
District 3 Small Business Program	Mock Contract Workshop	District 3 Liza Whitmore	Workshop/ Seminar	D3 District Office Marysville	Yes	Educate subcontractors about bidding on a Caltrans project	4/22/10	No	No	5 Hispanic 31 Not Hispanic	28 White 2 African American 0 Asian Pacific 5 Hispanic 0 SubCont Asian 1 Native American No Gender/Age/Disability or Income level info	Registration List and Visual Observation	36 NonCaltrans staff attendees	Eblast, flyer at previous outreach events, email, press release
District 3 Small Business Program	Bluebook General Contractor Showcase	Bluebook Building and Construction Network	Contractor/ Vendor Outreach	Radisson Hotel, Sacramento	Yes	Educate small businesses about how to connect with Caltrans and provide business development information	5/13/10	No	No	Unknown	Unknown	NA	Over 250	Invitation to provide outreach at Caltrans exhibitor booth

Outreach to Communities

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District 3 Small Business Program	Metro Expo	Sacramento Metropolitan Chamber of Commerce -	Contractor/ Vendor Outreach	Sacramento Convention Center, Sacramento	Yes	Educate small businesses about how to connect with Caltrans and provide business development information	5/25/10	No	No	Unknown	Unknown	NA	Over 300	Invitation to provide outreach at Caltrans exhibitor booth
District 3 Small Business Program	Business Information Seminar - D3 Small Business	District 3 Liza Whitmore	Workshop/ Seminar	D3 District Office Marysville	Yes	Educate small businesses about how to connect with Caltrans and provide business development information	6/15/10	No	No	5 Hispanic 35 Not Hispanic	31 White 2 African American 1 Asian Pacific 5 Hispanic 0 SubCont Asian 1 Native American No Gender/Age/Disability or Income level info	Registration List and Visual Observation	42 persons including 1 Caltrans staff	Eblast, flyer at previous outreach events, email, press release
District 3 Small Business Program	Small Business Procurement Expo and Matchmaking	Kris Fuentes, County of Placer/City of Roseville	Contractor Outreach and Matchmaking Sessions	Maidu Community Center, Roseville	Yes	Educate small businesses about how to connect with Caltrans and provide business development information	6/16/10	No	No	General Session - Unknown Matchmaking - 7 firms: 7 Not Hispanic	6 White 1 Native American No Gender/Age/Disability or Income level info	Registration List and Visual Observation	80-100 persons	Eblast, flyer at previous outreach events, email,
District 3 Small Business Program	SacPAC "Connecting with Government's Contracting" panel	Lori Okamoto, Elk Grove City Hall	Workshop/ Seminar	Elk Grove City Hall, Elk Grove	Yes	Educate small businesses about how to connect with Caltrans and provide business development information	8/5/10	No	No				75 persons	Eblast, flyer at previous outreach events, email
District 3 Small Business Program	I-5/Hwy 50 Mandatory Pre-Bid Meeting	District 3 Liza Whitmore	Contractor Outreach and Networking	Meadowview Community Center, Sacramento	Yes	Provide education and connect subcontractors with prime contractors	8/31/10	No	No	3 Hispanic 58 Not Hispanic	43 White 12 African American 0 Asian Pacific 3 Hispanic 2 SubCont Asian 1 Native American No Gender/Age/ Disability or Income level info	Registration List and Visual Observation	62 Attendees 21 Prime Contractors 9 Caltrans staff and business resource agency staff	Project bid documents, Caltrans OE Web site advertisement, Eblast, flyer at previous outreach events, email
District 4 Small Business Program	Quarterly Outreach Event	Caltrans	Outreach Informational	Adriana Harris Building, Oakland, CA	Yes	Present upcoming service contracts, and 36 upcoming contract advertisements	6/3/10	No	No					Email Blast

Outreach to Communities

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District 4 Small Business Program	Small Business Banking Forum	Caltrans	Outreach Informational	Caltrans District 4 Auditorium, 111 Grand Ave, Oakland, CA 94612	Yes	Banking institutions to present the types of loans and services they offer to small businesses	6/9/10	No	No						Email Blast
District 4 Small Business Program	Oakland African American Chamber of Commerce Business Breakfast Mixer	Oakland African American Chamber of Commerce	Outreach Information	Oakland, CA	Yes	Information provided regarding services provided by Caltrans SBP.	6/17/10	No	No						Email Invite
District 4 Small Business Program	Doyle Drive Groundbreaking Event	Caltrans SFCTA	Groundbreaking Ceremony	Presidio Parkway	Yes	Ground breaking	6/21/10	No	No						Email Invite
District 4 Small Business Program	Small Business Toll Bridge class on bidding and estimating	Caltrans Derek Pool & TBP	Class	311 Burma Rd, Oakland CA	Yes	Class	8/12/10	No	No						Email Invite
District 4 Small Business Program	2010 Business Match Making Event	Business Matchmaking	Informational	San Jose, CA	Yes	Meet businesses interested in work with and/or selling products to Caltrans	8/17/10	No	No						Email Invite
District 4 Small Business Program	SBC Meeting	Caltrans	Bi Monthly Meeting	111 Grand Ave Oakland CA	Yes		8/17/10	No	No						Email Blast
District 4 Small Business Program	Congressman George Miller Congressional Grants Workshop	Caltrans	Workshop	Richmond, CA	Yes		8/23/10	No	No						Email Invite
District 4 Small Business Program	Quarterly Outreach	Caltrans	Outreach Informational	1515 Elihu Harris Building, Oakland CA	Yes	To present projects that will be advertised in the next four months	9/2/10	No	No						Email Invite

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District 4 Construction	Project #040000655 & 0400020038 Public Outreach for the SR4 Corridor Widening and BART Extension through Senator DeSaulnier's Office and City of Antioch	Senator DeSaulnier and City of Antioch	Informational Town Hall Meeting	Antioch City Chambers	Yes	To discuss the corridor projects (CT and BART) and receive feedback from the community	6/23/10	No	No	10% Hispanic or Latino, 90% Not Hispanic or Latino.	70% White, 10% Latino, 20% African American. 1 person with disabilities. 40% Male, 60% Female, Ages: 90% 40+, 10% less than 40	VT/Yes	50	Handled by other agencies and DeSaulnier's Office
District 4 Construction	Project #0400000437/Outreach to Kobbe Neighborhood Residents on Doyle Drive Replacement Project	Caltrans SFCTA Molly Graham	Informational Community Meeting	Caltrans District 4, Building 682, San Francisco, CA	Yes	To present information on the project, upcoming construction activities and answer questions	6/30/10	No	No	10% Hispanic or Latino, 90% Not Hispanic or Latino.	60% White, 10% Latino, 20% Asian, 10% African American. 70% Male, 300% Female	VT/Yes	20	Email, mailed flyer
District 4 Construction	Project #0400000437/Outreach to Marin County Residents on Doyle Drive Replacement Project	Caltrans SFCTA Molly Graham	Other	Caltrans District 4, Marin County Fair, San Rafael, CA	Yes	To present information on the project, upcoming construction activities and answer questions	7/1-5/10	No	No	25% Hispanic or Latino, 75% Not Hispanic or Latino.	25% Hispanic, 65% White, 8% Asian, 2% Black. 60% Female, 40% Male	VT/Yes	5000	Web site, Social Media
District 4 Construction	Project #0400000437/Outreach to Urban Land Institute Young Leaders on Doyle Drive Project	Caltrans SFCTA Molly Graham	Informational Community Meeting	Caltrans District 4, Officer's Club, San Francisco, CA	Yes	To present information on the project, upcoming construction activities and answer questions	7/16/10	No	No	15% Hispanic or Latino, 85% Not Hispanic or Latino	65% White, 15% Hispanic, 15% African American, 5% Asian	VT/Yes	150	Invitation by institute to membership
District 4 Construction	Project #0400000437/Outreach to Marin Hikers' Club on Doyle Drive Replacement Project	Caltrans SFCTA Molly Graham	Informational Community Meeting	Caltrans District 4, Log Cabin, San Francisco, CA	Yes	To present information on the project, upcoming construction activities and answer questions	8/9/10	No	No	100% Not Hispanic or Latino	100% White	VT/Yes	20	Invitation by club to membership
District 4 Environmental Analysis	EA 2A3300: Niles Canyon Safety Improvement project, public meeting for public review draft Environmental Document	Caltrans Valerie Heusinkveld	Open House	Sund Glen Elementary School	Yes	Disseminate information and answer questions about the environmental process and request public comments	7/27/10	No	No	20% Hispanic or Latino	60% Male. 70% over age 40	Attendee observation	30	Newspaper ads, e-mails

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District 4 Environmental Justice	Ten-Year Safety and Transportation plan	Dry Creek Rancheria	First Public Charrette	Dry Creek Rancheria Healdsburg Office	Yes	To understand transportation issues and problems in local community	10/7/09	Yes were available on request.	Yes, Spanish language flyers for meeting information	50% Hispanic or Latino, 50% Not Hispanic or Latino	50% Hispanic, 15% Caucasian, 15% Asian, 20% African American	VT-Yes	30	Community meetings, city council meetings, Distributed flyers in English and Spanish
District 4 Environmental Justice	Ten-Year Safety and Transportation plan	Dry Creek Rancheria	Second Public Charrette	Dry Creek Rancheria Healdsburg Office	Yes	To receive feedback and suggestions on alternative plans based on the collected data.	2/10/10	Yes. Available on request	Yes, Spanish language flyers for meeting information	30% Hispanic or Latino, 70% Not Hispanic or Latino	30% Hispanic, 20% White, 20% Asian, 30% African American	VT-Yes	25	Community meetings, city council meetings, Distributed flyers in English and Spanish.
District 4 Environmental Justice	Bayview Hunters Point Neighborhood Transportation Plan	San Francisco County Transportation Authority	Context-Sensitive Planning for EJ Communities	Southeast Community Center, 1800 Oakdale Ave, SF 94124	Yes	To provide project information to the public.	2/16/10	Yes	Display Boards; presentation; input worksheet; fact sheets; materials in Spanish and Chinese	25% Hispanic or Latino, 75% Not Hispanic or Latino	Low-income; 50% African American, 25% Latino, 25% SE Asian	VT-Yes	20	Community Roundtable/ Workshop
District 4 Environmental Justice	Outreach on the Public Participation Plan (PPP) for the California Transportation Plan (CTAP) and Federal Statewide Transportation Improvement Program (FSTIP)	Caltrans	Hearing, public input	Caltrans District 13, Staples Center, Los Angeles, CA	Yes	To receive public input from communities and the public	1/10/10	Yes. Hired 2 Spanish Language Translators. Large Print provided for sight impaired individuals.	Yes. Translated the graphics and PowerPoint presentation from English to Spanish	50 Hispanics or Latino, 50 Not Hispanic or Latino.	50 Male, 50 Female, 50 African American, 50 Hispanic, Ages 40+, 50 Low Income, One disabled person	Public Participation Survey Used	100	Paid ad in several minority newspapers, Public Service Announcements, Internet, TV, Direct Mailers, and Door to Door
District 4 Environmental Maintenance	Various projects that require compliance for NEPA, Section 106 of the National Historic Preservation Act, the California Environmental Quality Act, and/or PRC 5024	Kashia Band of Pomo Indians	Meeting	Kashaya Tribal Office, Kashaya Reservation, email, phone	Yes	Regulatory compliance on Caltrans projects	Various, as needed (ca. 4 times per month)	Yes, were available on request	No	100% Kashaya Pomo	100% Kashaya Pomo, Male, Female, age range 80-15	VT-Yes	Consultation: 2 3 Tribal reps. , Community Meetings: 3-4 Tribal elders, Tribal Council Meetings: 30-40 Tribal members	Consultation with Tribal Cultural Resources Officer, community meetings, Tribal Council Meetings

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District 4 Environmental Maintenance	Various projects that require compliance for NEPA, Section 106 of the National Historic Preservation Act, the California Environmental Quality Act, and/or PRC 5024	Federated Indians of Graton Rancheria	Meeting	FIGR Tribal Office, email, phone	Yes	Regulatory compliance on Caltrans projects	Various, as needed (ca. once per month)	Yes, were available on request	No	50% Southern Pomo. 50% Coast Miwok	50% Southern Pomo. 50% Coast Miwok, Male, Female, age range 65-25	VT-Yes	Consultation: 2-3 Tribal reps. Community Meetings: 1-2 Tribal elders, Tribal Council Meetings: 50-60 Tribal members	Consultation with Tribal Cultural Resources Officer, community meetings, Tribal Council Meetings
District 4 Environmental Maintenance	Various projects that require compliance for NEPA, Section 106 of the National Historic Preservation Act, the California Environmental Quality Act, and/or PRC 5024	Wappo Tribe	Meeting	Wappo Tribal Office, email, phone	Yes	Regulatory compliance on Caltrans projects	Various, as needed (ca. twice per month)	Yes, were available on request	No	100% Wappo	100% Wappo, Male, age range 50-25	VT-Yes	Consultation: 2-3 Tribal reps. Community Meetings: 1-2 tribal elders, Tribal Council Meetings: 30-40 Tribal members	Consultation with Tribal Cultural Resources Officer, community meetings, Tribal Council Meetings
District 4 Transportation Planning & Local Assistance-Office of Regional Planning	Ten-Tear Safety and Transportation Improvement Plan	Dry Creek Rancheria	First Public Charrette	Dry Creek Rancheria Healdsburg Office		To understand transportation issues and problems in the local community	10/7/09		Available on request	N/A	N/A		30	Community meetings, City Council meetings, Distributed Flyers in English and Spanish
District 4 Transportation Planning & Local Assistance-Office of Regional Planning	Ten-Tear Safety and Transportation Improvement Plan	Dry Creek Rancheria	Second Public Charrette	Dry Creek Rancheria Healdsburg Office		To receive feedback and suggestions on alternative plans based on the collected data	2/10/10		Available on request	N/A	N/A		25	Community meetings, City Council meetings, Distributed Flyers in English and Spanish
District 4 Transportation Planning & Local Assistance-Office of Regional Planning	Tenderloin Traffic Calming and Circulation Plan	San Francisco County Transportation Authority	Context-Sensitive Planning for EJ Communities	Southeast Community Center, 1800 Oakdale Ave, SF 94124		Obtain input on Study scope of work and priorities	2/16/10		Display boards, presentation, input worksheet, fact sheets, materials in Chinese and Spanish	N/A	N/A		20	Community Roundtable/ Workshop

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District 4 Transportation Planning & Local Assistance-Office of Transit and Community Planning	CBTP FY 08/09 Grant for "International Boulevard Transit-Oriented Development Plan"	City of Oakland supported by Caltrans	Community Based Transportation Planning Grant	Oakland		Community focus groups, community advisory committee, design Charente	Workshop #1: Sept 13/14, 2010 Workshop #2: October 20/21, 2010 Workshop #3: December 6/7, 2010	Available upon request		Hispanic/Latino and Southeast Asian groups	Community-based organizations	The meetings have not yet occurred	Flyers
District 4 Transportation Planning & Local Assistance-Office of Transit and Community Planning	CBTP FY 08/09 Grant for "Route 580 at Richmond/San Rafael Bridge Bicycle and Pedestrian Improvements"	County of Marin supported by Caltrans	Community Based Transportation Planning Grant	Unincorporated Community of San Quentin Village		Public Workshop #1 to discuss bike/ped access, road conditions and safety concerns	4/20/10	None		Small, mostly white community of mixed ages, average to slightly above average income levels	San Quentin Village Association, Marin County Bicycle Coalition, San Quentin Prison Officials, ABAG Bay Trail advocates	25-30	Flyers
District 4 Transportation Planning & Local Assistance-Office of Transit and Community Planning	CBTP FY 08/09 Grant for "Santa Rosa Avenue Corridor Plan"	City of Santa Rosa	Community Based Transportation Planning Grant	Santa Rosa		Community workshops to ensure development of a shared community vision	Quarterly through 2010	Available upon request		Latinos from Mexico & Central America and Southeast Asian groups	Community-based organizations	Between 100 and 200 have attended these workshops	Flyers, project Web site, press releases, newsletters, email
District 4 Transportation Planning & Local Assistance-Office of Transit and Community Planning	CBTP FY 09/10 Grant for "Eastern Neighborhoods Transportation Planning Study"	City and County of San Francisco	Community Based Transportation Planning Grant	San Francisco		Community workshops and Charente to educate public about the study and to gather public input	Quarterly through 2010	Available upon request		Latinos from Mexico & Central America and southeast Asian groups	Community-based organizations, Community Advisory Group, Charrette	No meetings have been scheduled	Flyers, project Web site, press releases, newsletters, email, and bilingual Charente
District 4 Transportation Planning & Local Assistance-Office of Transit and Community Planning	CBTP FY 09/10 Grant for "Feasibility and Options Study for EBMUD Aqueduct Pathway"	City of Lafayette	Community Based Transportation Planning Grant	Lafayette		Community workshops to develop and integrate community values with transportation safety	Quarterly through 2010	Available upon request		Latino workforce	Community-based organizations and Community Advisory Group	No meetings have been scheduled	Flyers, project Web site, press releases, newsletters, and email

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District 6	Planning	Environmental Justice	California Rural Legal Assistance Foundation	Meeting to develop strategies for securing infrastructure funding	Public Library, City of Chowchilla	Yes	Meeting of San Joaquin Valley small cities and communities	1/28/10	N/A	No	Latinos and White	25 Latinos, 5 African Americans, remainder White community members	N/A	50	Email notices
District 6	Planning	Environmental Justice	Kings County Association of Governments	Kettleman City Safety & Community Study Workshop #1	Kettleman City Community Center	Yes	To receive public input from community members	2/6/10	Yes-Hired Proteus, Inc. Spanish Interpreter and other agencies offered interpretation services too	Yes. Translation of all presentations from English to Spanish	Low-income Latino community	15 Latinos including children, 1 African American	N/A	30	Paid ad in several minority newspapers; Public Service/Radio announcements; Internet; TV; direct mailers; and door-to-door
District 6 Planning		Environmental Justice	Green Jobs Coalition (GJC)	GJC meeting	Chicano Youth Center, Fresno, CA	Yes	E.J. Transportation Planning Grant Outreach	2/10/10	N/A	N/A	Coalition members	8 Latino community members, one Asian	N/A	10	Email notices
District 6 Planning		Environmental Justice	Network for Healthy CA (NHC)	NHC Advisory Committee	Dickey Youth Center, Fresno, CA	Yes	E.J. Transportation Planning Grant Outreach	2/23/10	N/A	Yes. Translation of all presentations from English to Spanish	Latino staff members from service agencies	11 Latinos	N/A	12	Email notification
District 6 Planning		Environmental Justice	Kings County Association of Governments	Kettleman City Safety & Community Study Workshop #2	Caltrans District Office, Fresno, CA	Yes	Discussion on proposed improvement projects	3/3/10	N/A	N/A	Staff members for Kings Co Association of Governments, Kings County, Caltrans and Consultant	N/A	N/A	15	Email notices
District 6 Planning		Environmental Justice	Kern County Council of Governments	Central Valley Tribal Collaboration Transportation Planning	Kern Council of Governments, Bakersfield, CA	Yes	Meeting of 8 San Joaquin Valley MPOs and Tribes	3/3/10	N/A	No	Native American tribal members	Two Native American tribal members and staff of eight MPOs	N/A	10	Email and website announcements

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District 6 Planning	Environmental Justice	Kings County Association of Governments	Kettleman City Safety & Community Study Workshop #2	Kettleman City Community Center	Yes	To receive public input from community members	3/6/10	Yes-Hired Proteus, Inc. Spanish Interpreter and other agencies offered interpretation services too	Yes. Translation of all presentations from English to Spanish	Low-income Latino community	N/A	N/A		Paid ad in several minority newspapers; Public Service/Radio announcements; Internet; TV; direct mailers; and door-to-door
District 6 Planning	Tribal Consultation & Coordination	National Congress of the American Indian & Intertribal Transportation Association	Informational Hearing on the Federal reauthorization transportation bill	Conference call	N/A	NCAI Task Force on Tribal Transportation	3/9/10	N/A	N/A	Native Americans	N/A	N/A		Email announcements
District 6 Planning	Tribal Consultation & Environmental Justice	Nashoba, Inc.	Meeting between Caltrans N. A. Liaison and Nashoba, Inc.	Caltrans District Office, Fresno, CA	Yes	Nashoba, Inc. requesting information on E.J. Transportation Planning Grant	3/11/10	N/A	N/A	Native American consultant firm	Two Native American community members	N/A	2	One page document on Caltrans Transportation Planning Grants
District 6 Planning	Environmental Justice & Tribal Consultation and Coordination	Kern County Council of Governments	Central Valley Tribal Collaboration Transportation Planning	Kern County Council of Governments, Bakersfield, CA	Yes	Meeting of 8 San Joaquin Valley MPOs and Tribes	4/7/10	N/A	N/A	Native American Tribal governments & communities	Tribal members and staff	N/A	10	Email and Web site announcement
District 6 Planning	Tribal Consultation & Coordination	Headquarters & District Native American Liaison Branch & FHWA	Tribal Transportation Needs Assessment Project	Tule River Indian Tribe, Tule River Indian Reservation, Porterville, CA	Yes	IBJ Group meeting with Tule River Planning Director and Grant Writer	4/7/10	N/A	N/A	Tule River Indian Tribe staff	Native American staff member	N/A	4	Email
District 6 Planning	Tribal Consultation & Coordination	Headquarters & District Native American Liaison Branch & FHWA	Tribal Transportation Needs Assessment Project	North Fork Rancheria Tribe, North Fork Rancheria, North for, CA	Yes	IBJ Group meeting with the North Fork Rancheria Tribe	4/8/10	N/A	N/A	NFR Tribal Administrator & Tribal Council members	Native American Tribal Council members	N/A	6	Email

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District 6 Planning	Environmental Justice	Kings County Association of Governments	Kettleman City Safety & Community Study	Kettleman City Community Center, Kings County	Yes	Community Workshop to get feedback on the two project alternatives	4/10/10	State certified Spanish Interpreter	Yes, most written materials in Spanish	Latinos and white	Eight Latino community members, seven females, young mothers, four children, one elder male	N/A	15	Spanish language flyers, outreach through the elementary school
District 6 Planning	Environmental Justice	Tulare County Redevelopment Agency	Earlmar Safety & Community Study- Environmental Justice Grant Funded Project	Tulare County Redevelopment Agency, Visalia, CA	Yes	Kick-off meeting for E.J. Grant funded project	5/20/10	N/A	N/A	Ct. Tulare County Redevelopment Agency, & Comm Services Employment Training staff	Latino	N/A	6	Email
District 6 Planning	Environmental Justice	Central Valley Health Policy Institute	San Joaquin Valley Regional Equity Forum	St. Paul Newman Center, Fresno, CA	Yes	Development of Regional Equity Policy for San Joaquin Valley	5/26/10	Yes	N/A	Diverse Ethnic Communities from the San Joaquin Valley	Latinos, Asians, African Americans	N/A	100	Email and post cards
District 6 Planning	Tribal Consultation & Coordination	Kern County Council of Governments	Central Valley Tribal Collaboration Transportation Planning	Bakersfield, CA	Yes	Conference call for Environmental Justice Grant funded project	6/2/10	NA	NA	Tribal government representatives	5 Tribal members	NA	15	Email, Web site
District 6 Planning	Environmental Justice	U.S. EPA	Outreach to Environmental Justice Communities	Clinical Sierra, Fresno, CA	Yes	Climate Change Training in Spanish	6/8/10	Spanish Interpreter	Yes	Latino community members	30 Latino Community members mostly monolingual Spanish speaking		40	Email
District 6 Planning	Economic Development, Land Use & Transportation Planning	Small Cities Network	Small Cities & Communities Network Building the Local Economy Workshop	Kings County LAFCO, Hanford, CA	Yes	Assist Small Cities in Sharing and Leveraging Resources to Address Regional Growth & Revitalization Efforts	6/9/10	N/A	N/A	Diverse Communities from the San Joaquin Valley	Latinos, Asians, African American	N/A	30	Email
District 6 Planning	Regional Planning	Fresno County Council of Governments	Review of RTP	Fresno, CA	Yes	Responded to Draft Fresno County RTP	6/14/10	NA	NA	NA	NA	NA	NA	Mail
District 6 Planning	Regional Planning	Madera CO Transportation Commission	Review of RTP	Madera, CA	Yes	Responded to Draft Madera County RTP	6/14/10	NA	NA	NA	NA	NA	NA	Mail

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District 6 Planning	Tribal Consultation & Coordination	Sequoia Tribal Forum	U.S. Forest Service Quarterly Tribal Summit with Tribal Governments & Communities	Odd Fellows Lodge, Kernville, CA	Yes	Caltrans presented information on the CTP/CA Interregional Blueprint	6/16/10	N/A	N/A	Tribal Governments & Communities	Staff and members from tribal Governments & communities	N/A	30	Email
District 6 Planning	Tribal Coordination & Environmental Justice	Tubatulabals of Kern Valley	Tribal Consultation & Coordination	White Blanket & Miranda Allotments, Kern county	No	Tubatulabals expressed Transportation concerns to Dist 6 N.A. Liaison	6/16/10	N/A	N/A	Tribal Chairperson & Tribal Member+K9s	Tubatulabals of Kern Valley Tribal members	N/A	5	Email
District 6 Planning	Regional Planning	Tulare County Association of Governments	Review of RTP	Visalia, CA	Yes	Responded to Draft Tulare County RTP	6/17/10	NA	NA	NA	NA	NA	NA	Mail
District 6 Planning	Community Planning	Madera County	Community Based Transportation Planning Grant Project	Madera, CA	Yes	Design Workshop #1	6/23/10	NA	NA	Madera Ranchos Community Members	Six Latinos	NA	27	Email, flyers
District 6 Planning	Community Planning	City of Kingsburg	Community Based Transportation Planning Grant Project	Kingsburg, CA	Yes	Zoning Master Plan Meeting	7/21/10	NA	NA	City of Kingsburg, Caltrans, Local Government Commission staff	One Latino, One Asian,	NA	12	Email
District 6 Planning	Community Planning	Madera County	Madera County	Madera, CA	Yes	Design Workshop #	7/21/10	NA	NA	Madera Ranchos Community Members	Three Latinos	NA	12	Email, Flyers
District 6 Planning	Regional Planning	CA Air Resources Board (CARB)	SB 375 Regional Reduction Targets	Review of Draft GHG Emission Reduction Target Report Pursuant to SB 375	Yes	Public Hearings on Draft Report	7/22/10	Yes, but not provided by CARB	No	Latino, Asian Americans	24 Latino, 4 Asian American, 39 women	N/A	60	Web site notice, email
District 6 Planning	Tribal Consultation & Coordination	Tribal GEO Technical Workshop	Training	Google Campus, Mountain View, CA	Yes	Training on tribal mapping issues	2/25/10 & 2/26/10	Yes, Spanish interpreter for Spanish speaking indigenous community members	No	Native Americans and indigenous community members	Tribal members and staff	N/A	150	Email announcements

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District 6 Planning	Title VI & Environmental Justice	Stanislaus County Council of Governments	Public Involvement in Transportation Decision Making	Stanislaus County Council of Governments, Stockton, CA	Yes	Title VI & Public Participation Training	5/4/10 through 5/6/10			MPO and Caltrans staff	Asians, African Americans, Latinos, etc.		30	Email
District 6 Planning	Public Participation	San Joaquin Regional Transit Agency	Public Involvement in Transportation Decision Making	Stockton, CA	Yes	Public Participation Training for MPOs	5/4/10 through 5/6/10			Latino, African American, Asian	20 Latino, 5 African American, 5 Asian		50	Email
District 6 Planning	Regional Planning	Kern County Council of Governments	Review of RTP	Bakersfield, CA	Yes	Responded to Draft Kern County RTP							NA	Mail
District 6 Planning	Regional Planning	Kings County Association of Governments	Review of RTP	Lemoore, CA	Yes	Responded to Draft Kings County RTP							NA	Mail
District 6 Environmental	EA 06 - 43080	Judy Aguilar Project Manager	Public Hearing Meeting	Exeter Veterans Memorial Bldg., Exeter, CA.	Yes	For proposed project	10/28/10	No, Interpreters hired. Spanish speaking Caltrans staff used due to budgetary issues	Yes. Translated the graphics and presentation from English to Spanish	N/A - (Violates Title VI)	N/A - (Violates Title 6)	U.S. Census	110	Paid ad in several minority newspapers, direct mailers
District 6 Environmental	EA 06 - 0C110	Neil Bretz Project Manager	Public Hearing Meeting	Hidalgo Elementary, Fresno, CA.	Yes	for proposed project	6/10/09	No, Interpreters hired. Spanish speaking Caltrans staff used due to budgetary issues.	Yes. Translated the graphics and presentation from English to Spanish	N/A - (Violates Title VI)	N/A - (Violates Title 6)	U.S. Census	17	Paid ad in several newspapers, direct mailers
District 6 Environmental	EA 06 - 0j920	Susie Holdridge Project Manager	Public Hearing Meeting	Kerman Community Center	Yes	for proposed project	6/22/10	No, Interpreters hired. Spanish speaking Caltrans staff used due to budgetary issues.	Yes. Translated the graphics and presentation from English to Spanish	N/A - (Violates Title VI)	N/A - (Violates Title 6)	U.S. Census	32	Paid ad in several newspapers, direct mailers

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District 6 Design	Project Development Team Meetings & ongoing project coordination	Caltrans	Meeting	District 6		Discuss ongoing transportation project delivery issues	Ongoing	Not Applicable			All impacted constituents	Not Applicable	Varies	Meetings, phone calls, VTC
District 6 Design	Training	Caltrans	Training	District 6		Training for Caltrans personnel	Ongoing	Not Applicable			Staff	Not Applicable	Varies	In person, VTC
District 7 Community Planning	Route 710 widening Outreach on the Public Participation Plan (PPP) for the California Transportation Plan (CTP) and Federal Statewide Transportation Improvement Program (FSTIP)	Caltrans Deborah Harris	Hearing (Public Input)	Caltrans District 7, Long Beach Auditorium	Yes	To receive public input from communities/ public	Jan. 2011	No	No. Done by MTA	40% Latino, 60% Not Latino	40% African American, 40% Latino, 20% other, 70% Male/ 30% Female Ages 30-55	U.S. Census VS-No	200	Paid ad in several minority newspapers; Public Service/Radio announcements; Internet; TV; direct mailers; and door-to-door
District 7 Division of Environmental Planning	27440 - LA010 & LA110 High Occupancy Toll Lanes	Caltrans Iverson	Gary Public Hearing for public input to Env. Document	Metro San Gabriel Valley Service Sector Council Chambers, El Monte, CA	Yes	To receive public input on the Env. Document	3/10/10	Yes, Spanish & Chinese	Yes. English to Spanish & Chinese				8	Paid ad in several minority newspapers; Internet; TV; direct mailers
District 7 Division of Environmental Planning	27440 - LA010 & LA110 High Occupancy Toll Lanes	Caltrans Iverson	Gary Public Hearing for public input to Env. Document	Los Angeles Orthopedic Hospital, Los Angeles, CA	Yes	To receive public input on the Env. Document	3/9/10	Yes, Spanish	Yes. English to Spanish & Korean	3 Hispanic, 2 Black, 12 White	5 Female, 12 Male, No disabled, 6 over 40 yrs.	VT-Yes	22	Paid ad in several minority newspapers; Internet; direct mailers
District 7 Division of Environmental Planning	49160 - LA405 Arbor Vitae Ave. VC	Caltrans Eduardo Aguilar	Public Hearing for public input to Env. Document	Crozier Middle School Auditorium, Inglewood, CA	Yes	To receive public input on the Env. Document	1/19/10	Yes, Spanish	Yes. English to Spanish				39	Paid ad in several minority newspapers; Internet; direct mailers
District 7 Division of Environmental Planning	22830-LA710 Gerald Desmond Bridge Replacement	Caltrans Karl Price	Public Hearing for public input to Env. Document	Long Beach City Hall Council Chambers, Long Beach, CA	Yes	To receive public input on the Env. Document	2/17/10	Yes, Spanish	Yes. English to Spanish				72	Paid ad in several minority newspapers; Internet; direct mailers

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District 7 Division of Environmental Planning	22830-LA710 Gerald Desmond Bridge Replacement	Caltrans Karl Price	Public Hearing for public input to Env. Document	Silverado Park, Long Beach, CA	Yes	To receive public input on the Env. Document	2/24/10	Yes, Spanish	Yes, English to Spanish			87	Paid ad in several minority newspapers; internet; direct mailers
District 7 External Affairs	Los Angeles Construction Career Awareness Day	Caltrans	Career Day	Los Angeles Southwest College	Yes	Introduce high school / college students / community residents to a wide range of career / business opportunities	3/26/10			Mixed		300	Newspapers; internet; direct mailers
District 7 External Affairs - EEO	EA 07-4S7904 (Signal & Lighting Modification)	Caltrans District 7	Pre-Construction Meeting	Norwalk	Yes	Discuss contract / Title VI	10/21/09	Upon Request	Upon Request	Mixed		15	Direct Email
District 7 External Affairs - EEO	07-25891 (Install Austin Vault Sand Filter and Infiltration Device)	Caltrans District 7	Pre-Construction Meeting	Downey	Yes	Discuss contract / Title VI	10/28/09	Upon Request	Upon Request	Mixed		15	Direct Email
District 7 External Affairs - EEO	07-226524(Install Bridge Vertical Clearance and Advance Warning Signs)	Caltrans District 7	Pre-Construction Meeting	Downey	Yes	Discuss contract / Title VI	11/3/09	Upon Request	Upon Request	Mixed		15	Direct Email
District 7 External Affairs - EEO	07-226534 (Striping)	Caltrans District 7	Pre-Construction Meeting	Ventura	Yes	Discuss contract / Title VI	12/3/09	Upon Request	Upon Request	Mixed		15	Direct Email
District 7 External Affairs - EEO		Caltrans District 7	Pre-Construction Meeting	District Office	Yes	Discuss contract / Title VI	12/8/09	Upon Request	Upon Request	Mixed			
District 7 External Affairs - EEO	07-3Y7804 (Cold plane AC shoulder and place Rubberized HMA (Gap Graded)	Caltrans District 7	Pre-Construction Meeting	Sylmar	Yes	Discuss contract / Title VI	12/15/09	Upon Request	Upon Request	Mixed			
District 7 External Affairs - EEO	07-258604	Caltrans District 7	Pre-Construction Meeting	Glendale	Yes	Discuss contract / Title VI	1/12/10	Upon Request	Upon Request	Mixed			

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District 7 External Affairs - EEO	07-258921(construction of media filters and infiltration basins)	Caltrans District 7	Pre-Construction Meeting	West LA	Yes	Discuss contract / Title VI	1/12/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-4T1304 (grinding PCC pavement and placing polyester concrete)	Caltrans District 7	Pre-Construction Meeting	South Bay	Yes	Discuss contract / Title VI	1/19/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-2411U4	Caltrans District 7	Pre-Construction Meeting	Rosemead	Yes	Discuss contract / Title VI	1/26/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-2P5705(Modify signal and striping)	Caltrans District 7	Pre-Construction Meeting	Norwalk	Yes	Discuss contract / Title VI	1/26/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-3Y3704	Caltrans District 7	Pre-Construction Meeting	Rosemead	Yes	Discuss contract / Title VI	4/1/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	Minor B	Caltrans District 7	Pre-Construction Meeting	Downey	Yes	Discuss contract / Title VI	4/6/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	Minor A (repairing the outside bridge column of local streets)	Caltrans District 7	Pre-Construction Meeting	Downey	Yes	Discuss contract / Title VI	4/14/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-3P1105 (Modify Traffic Signal at Intersection)	Caltrans District 7	Pre-Construction Meeting	Norwalk	Yes	Discuss contract / Title VI	4/14/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-3P1705 (asphalt paving)	Caltrans District 7	Pre-Construction Meeting	Walnut	Yes	Discuss contract / Title VI	4/20/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-3Y7504(cold plane and RHMA overlay)	Caltrans District 7	Pre-Construction Meeting	Downey	Yes	Discuss contract / Title VI	4/21/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-2X6604 (restore electrical systems damaged by persistent wire)	Caltrans District 7	Pre-Construction Meeting	Norwalk	Yes	Discuss contract / Title VI	4/27/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-0AA014	Caltrans District 7	Pre-Construction Meeting	Downey	Yes	Discuss contract / Title VI	4/28/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-4T1604 (Modify Traffic Signal and Lighting, Restripe Lanes and Install Curb Ramps)	Caltrans District 7	Pre-Construction Meeting	Norwalk	Yes	Discuss contract / Title VI	4/29/10	Upon Request	Upon Request	Mixed				

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District 7 External Affairs - EEO	07-4L4904 (Treat bridge with methacrylate, replace joint seal, & repair spill).	Caltrans District 7	Pre-Construction Meeting	Sylmar	Yes	Discuss contract / Title VI	5/12/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-3Y1704	Caltrans District 7	Pre-Construction Meeting	Glendale	Yes	Discuss contract / Title VI	5/26/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-2P6704(remove adiem crash cushion and replace with Type SC-1 - 100GM)	Caltrans District 7	Pre-Construction Meeting	Walnut	Yes	Discuss contract / Title VI	6/1/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-3Y1404 (Joint Seal and Polyester Concrete Overlay Project)	Caltrans District 7	Pre-Construction Meeting	Sylmar	Yes	Discuss contract / Title VI	6/9/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-3Y7704(Profile Grinding Existing Concrete Pavement)	Caltrans District 7	Pre-Construction Meeting	Downey	Yes	Discuss contract / Title VI	6/10/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	Directors Order 07-2X860 (replace failed slabs on LA-005 between lanes #3 & #4)	Caltrans District 7	Pre-Construction Meeting	Downey	Yes	Discuss contract / Title VI	6/14/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	EA: 07-4Y4804 (Replace bridge mounted sign in Los Angeles County)	Caltrans District 7	Pre-Construction Meeting	Covina	Yes	Discuss contract / Title VI	6/17/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-4T2104(Upgrade existing bridge Railing)	Caltrans District 7	Pre-Construction Meeting	El Monte	Yes	Discuss contract / Title VI	6/22/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	upgrading the irrigation system	Caltrans District 7	Pre-Construction Meeting	South Bay	Yes	Discuss contract / Title VI	6/24/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-4T1904(Modify Traffic Signal and Lighting, Restripe Lanes and Install Curb Ramps)	Caltrans District 7	Pre-Construction Meeting	Norwalk	Yes	Discuss contract / Title VI	7/15/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-4T1504(Highway Planting and Irrigation Work)	Caltrans District 7	Pre-Construction Meeting	Norwalk	Yes	Discuss contract / Title VI	7/15/10	Upon Request	Upon Request	Mixed				

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District 7 External Affairs - EEO	07-3Y6404 (Treat Bridge Deck with Methacrylate & Replace Joints)	Caltrans District 7	Pre-Construction Meeting	Downey	Yes	Discuss contract / Title VI	7/22/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	HDV Lane along I-5 between SR-118 and SR- 170	Caltrans District 7	Pre-Construction Meeting	Burbank Public Library	Yes	Community Meeting	8/4/10	Yes	Yes	Mixed				
District 7 External Affairs - EEO	07-3y6104	Caltrans District 7	Pre-Construction Meeting	Glendale	Yes	Discuss contract / Title VI	8/5/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-2Y7704 (Methacrylate and Joint Seal)	Caltrans District 7	Pre-Construction Meeting	Walnut	Yes	Discuss contract / Title VI	8/16/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	Maintenance/repair project	Caltrans District 7	Pre-Construction Meeting	Long Beach	Yes	Discuss contract / Title VI	8/17/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - EEO	07-3Y7604 (grinding Portland cement concrete pavement)	Caltrans District 7	Pre-Construction Meeting	Walnut	Yes	Discuss contract / Title VI	8/23/10	Upon Request	Upon Request	Mixed				
District 7 External Affairs - Public Affairs	Rideshare Fair	Yessica Jovel & Marlene Martinez	Rideshare Fair		Yes	Provide rideshare & general Caltrans info.	10/1/09			Mixed			500 Estimated	
District 7 External Affairs - Public Affairs	General speech regarding Caltrans with La Canada community group	Marlene Martinez	Public Information		Yes	General Caltrans information	10/2/09			Mixed			30	
District 7 External Affairs - Public Affairs	Rideshare Fair	Jayne Crowder	Rideshare Fair		Yes	Provide rideshare & general Caltrans info	10/7/09			Mixed			450 Estimated	
District 7 External Affairs - Public Affairs	Rideshare Fair	Patrick Chandler	Rideshare Fair		Yes	Provide rideshare & general Caltrans info	10/8/09			Mixed			250 Estimated	
District 7 External Affairs - Public Affairs	Rideshare Fair	Tammí Altamirano & Yessica Jovel	Rideshare Fair		Yes	Provide rideshare & general Caltrans info	10/15/09			Mixed			500 Estimated	

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District 7 External Affairs - Public Affairs	Meeting	Caltrans Jayne Crowder	Neighborhood Meeting	Caltrans District 7 D.O.	Yes	Partnering with the City of Los Angeles, the neighborhood Block Club and Caltrans to improve the neighborhood	10/22/09	No	NO	10 Hispanics, 24 Not Hispanics	4 Islanders, 10 African Americans, 10 Hispanics, 10 Anglesos	U.S. Census VT-No	34	
District 7 External Affairs - Public Affairs	Rideshare Fair	Patrick Chandler	Rideshare Fair		Yes	Provide rideshare & general Caltrans info	10/29/09			Mixed			300 Estimated	
District 7 External Affairs - Public Affairs	070000083 I-10 HOV project	Yessica Jovel	Ground Breaking	Home Depot Parking Lot Baldwin Park	Yes	Ground breaking event	11/3/09			Mixed			50 Estimated	
District 7 External Affairs - Public Affairs	EA# 11707/EFIS # 070000083 Public Meeting Regarding the I- 10 HOV Construction Project	Caltrans Yessica Jovel	Public Meeting	Esther Snyder Community Center, Baldwin Park	Yes	Public Information regarding major construction project in the area	11/5/09	Yes; Spanish language interpreter was available to answer questions	Yes; translated community flyer into Spanish.	50% Hispanic or Latino, 50% Not Hispanic or Latino	Approx. 25% Female. 75% Male All over age of 25	VT-Yes	Approx. 30	Information posted on public Web sites, flyers handed out to local neighborhoods and community centers
District 7 External Affairs - Public Affairs	School Career Day	Yessica Jovel	Career Day	Miller Elementary School	Yes	Safety & Career Information	11/10/10			Mixed			650 Estimated	
District 7 External Affairs - Public Affairs	Meeting	Dave While	Meeting	Long Beach City Hall	Yes	Quarterly meeting w/city staff & CT.	11/18/09			Mixed			15 Estimated	
District 7 External Affairs - Public Affairs	Amtrak Teen Safety Event	Marlene Martinex	Safety outreach	Huntington Park High School	Yes	Provide Safety Info	12/2/09			Mixed			2000 Estimated	
District 7 External Affairs - Public Affairs	EA 070000406 (Arroyo Seco Improvement Project) Community Meetings	Deborah Harris	Community Meeting	Ramona Hall in Los Angeles; South Pasadena Public Library	Yes	To inform community about the project	12/09/09 and 12/16/09	Spanish interpreters available at both meetings	Fact sheets available in Spanish	About 18% Latino; 2% Asian; 78% White; 2% Other	9 surveys returned. Results as follows: 4 men, 5 Women; 1 Native American, 5 White, 2 Hispanic, 1 Other; 3 with disabilities, 6 without disabilities; 2 under 40, 7 over 40; 4 with incomes under \$22,051; 5 with incomes over \$22,051; all speak English	Visual tally and surveys.	60	Newspapers, radio, Web site, email, targeted organizational contacts

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District 7 External Affairs - Public Affairs	#0700000191 (EA 187900) Public Outreach Plan for the State Route 710 Tunnel Technical Study	Caltrans Deborah Harris, Chief, Media Relations and Public Affairs	Community Meeting (Sharing information and gathering public input)	Wilson Middle School, Glendale, CA	Yes	Meet with Glendale and La Canada Flintridge residents and community members	1/20/10	Yes - Hired one Armenian interpreter	No translation of written materials	Mixed Ethnicity	Mixed demographics	VT-Yes	165-175	Paid ad in local newspapers, Web site; direct mail, email, news release
District 7 External Affairs - Public Affairs	#0700000191 (EA 187900) Public Outreach Plan for the State Route 710 Tunnel Technical Study	Caltrans Deborah Harris, Chief, Media Relations and Public Affairs	Community Meeting (Sharing information and gathering public input)	San Marino Center, San Marino, Ca	Yes	Meet with San Marino/Pasadena communities		No	No translation of written materials	Mixed Ethnicity	Mixed demographics	VT-Yes	75-80	Paid ad in local newspapers, Web site; direct mail, email, news release
District 7 External Affairs - Public Affairs	Meeting	Dave White	Meeting	LA City Engineering Building	Yes	For CT & the Cities of Santa Monica & LA to cover project info on PCH	1/27/10			Mixed			20 Estimated	
District 7 External Affairs - Public Affairs	#0700000191 (EA 187900) Public Outreach Plan for the State Route 710 Tunnel Technical Study	Caltrans Deborah Harris, Chief, Media Relations and Public Affairs	Community Meeting (Sharing information and gathering public input)	Los Angeles Christian Presbyterian Church, El Sereno, LA.	Yes	Meet with El Sereno community	2/2/10	Yes Hired one Spanish Interpreter	Yes - written materials translated in Spanish	Mixed Ethnicity	Mixed demographics	VT-Yes	225	Paid ad in local newspapers, Web site; direct mail, email, news release
District 7 External Affairs - Public Affairs	#0700000191 (EA 187900) Public Outreach Plan for the State Route 710 Tunnel Technical Study	Caltrans Deborah Harris, Chief, Media Relations and Public Affairs	Meeting	Jefferson Middle School/City of San Gabriel	Yes	Meeting - Alhambra, San Gabriel, Rosemead, Monterey Park	2/10/10	Yes - Hired two interpreters: one Spanish and one Chinese	Yes: written materials translated in Spanish and Chinese	Mixed Ethnicity	Mixed demographics	VT-Yes	80-90	Paid ad in local newspapers, Web site; direct mail, email, news release
District 7 External Affairs - Public Affairs	Meeting	Dave White	Community Meeting (Sharing information and gathering public input)	Long Beach City Hall	Yes	Quarterly meeting w/city staff & CT.	2/10/10			Mixed			15 Estimated	

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District 7 External Affairs - Public Affairs	Foreign Delegation Tour	Marcia Graves	Community Meeting (Sharing information and gathering public input)	TMC	Yes	Caltrans Operations	2/16/10			Mixed			10	
District 7 External Affairs - Public Affairs	#0700000191 (EA 187900) Public Outreach Plan for the State Route 710 Tunnel Technical Study	Caltrans Deborah Harris, Chief, Media Relations and Public Affairs	Tour	Ramona Hall, Los Angeles	Yes	Meet with Northeast Los Angeles Community members	2/17/10	Yes Hired one Spanish Interpreter	Yes - written materials translated in Spanish	Mixed Ethnicity	Mixed demographics	VT-Yes	100	Paid ad in local newspapers, Web site; direct mail, email, news release
District 7 External Affairs - Public Affairs		Caltrans Jayne Crowder	Neighborhood Meeting	Caltrans District 7 D.O.	Yes	Partnering with the City of Los Angeles, the neighborhood Block Club and Caltrans to improve the neighborhood	2/18/10	No	NO	10 Hispanics, 22 Not Hispanics			32	
District 7 External Affairs - Public Affairs	#0700000191 (EA 187900) Public Outreach Plan for the State Route 710 Tunnel Technical Study	Caltrans Deborah Harris, Chief, Media Relations and Public Affairs	Grand Opening	El Monte; El Monte Community Center	Yes	Meet with residents/business in El Monte, Temple City, Irwindale, Arcadia, Duarte, Mayflower Village	2/24/10	Yes- Hired two interpreters: one Spanish and one Chinese	Yes: written materials translated in Spanish	Mixed Ethnicity	Mixed demographics	VT-Yes	50	Paid ad in local newspapers, Web site; direct mail, email, news release
District 7 External Affairs - Public Affairs	Bike Station Opening	Kelly Markham	Career Day	City of Claremont	Yes	Opening Event	2/24/10			Mixed			650 Estimated	
District 7 External Affairs - Public Affairs	School Career Day	Yessica Jovel	Community Meeting	66th Street Elementary School	Yes	Safety & Career information	3/4/10			Mixed			5	Telecast
District 7 External Affairs - Public Affairs	0700000154 I-10 Restoration	Mariene Martinez	Meeting	Rosemead City Hall	Yes	To inform community about the project.	3/9/10	Spanish interpreters available at both meetings.		Mixed			15 Estimated	
District 7 External Affairs - Public Affairs	Meeting	Dave White	Media outreach	Malibu City Hall	Yes	For CT & the Cities of Santa Monica & LA to cover project info on PCH	4/21/10			Mixed				4 Media outlets
District 7 External Affairs - Public Affairs	Media Event	Patrick Chandler	Career Day	Helltorpe Maintenance yard	Yes		4/22/10			Mixed			300 Estimated	

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District 7 External Affairs - Public Affairs	School Career Day	Yessica Jovel	Event	Napa Elementary School	Yes	Safety & Career information	4/27/10			Mixed			200 Estimated	News coverage
District 7 External Affairs - Public Affairs	Workers Memorial	Patrick Chandler	Meeting	Dodger Stadium Parking lot	Yes	Memorial Event	5/6/10			Mixed			15 Estimated	
District 7 External Affairs - Public Affairs	Meeting	Dave White	Career Day	Long Beach City Hall	Yes	Quarterly meeting w/city staff & CT.	5/12/10			Mixed			500 Estimated	
District 7 External Affairs - Public Affairs	School Career Day	Yessica Jovel	Fair	Payne Elementary School	Yes	Safety & Career information	5/28/10			Mixed			7000 Estimated	
District 7 External Affairs - Public Affairs	Safety Fair	LAPD Yessica Jovel	Event	Warner Center Park, Woodland Hills	Yes	Safety & Career information	6/5/10			Mixed			7000 Estimated	
District 7 External Affairs - Public Affairs	Meeting	Dave White	Meeting	Malibu City Hall	Yes	For CT & the Cities of Santa Monica & LA to cover project info on PCH	7/28/10			Mixed			20 Estimated	
District 7 External Affairs - Public Affairs	Meeting	Dave White	Fair	Long Beach City Hall	Yes	Quarterly meeting w/city staff & CT.	8/11/10			Mixed			20 Estimated	
District 7 External Affairs - Public Affairs	EA Safety Fair	Patrick Chandler		EA LA Office West LA	Yes	Safety & Career information	8/10/10			Mixed			200 Estimated	
District 7 External Affairs - Public Affairs	EA 16681; E-FIS Project ID 07-00000154	Marlene Martinez	City Council Meeting, City of Monterey Park	City Council Chambers	Yes	To notify community of project impact	3/17/10	No	No	50% Hispanic/Latino, 50% Not Hispanic/Latino	25 Hispanic/Latino, 25 Not Hispanic/Latino	VT	50	Notice posted by city.
District 7 External Affairs - Public Affairs	EA 16681; E-FIS Project ID 07-00000154	Marlene Martinez	City Council Meeting, City of Alhambra	City Council Chambers	Yes	To notify community of project impact	3/22/10	No	No	20% Hispanic/Latino, 80% Not Hispanic/Latino	1 Hispanic/Latino, 4 Not Hispanic/Latino/Latino	VT	5	Notice posted by city.
District 7 External Affairs - Public/Media Affairs	EA 16681; E-FIS Project ID 07-00000154	Marlene Martinez	City Council Meeting, City of San Gabriel	City Council Chambers	Yes	To notify community of project impact	3/23/10	No	No	10% Hispanic/Latino, 90% Not Hispanic/Latino	20 Hispanic/Latino, 180 Not Hispanic/Latino	VT	200	Notice posted by city.
District 7 External Affairs - Public/Media Affairs	EA 16681; E-FIS Project ID 07-00000154	Marlene Martinez	City Council Meeting, City of El Monte	City Council Chambers	Yes	To notify community of project impact	3/2/10	No	No	80% Hispanic/Latino, 20% Not Hispanic/Latino	40 Hispanic, Latino, 10 Not Hispanic/Latino	VT	50	Notice posted by city.

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District 7 External Affairs - Public/Media Affairs	EA 16681; E-FIS Project ID 07-00000154	Marlene Martinez	City Council Meeting, City of Rosemead	City Council Chambers	Yes	To notify community of project impact	3/9/10	No	No	60% Hispanic/Latino, 40% Not Hispanic/Latino	42 Hispanic/Latino, 28 Not Hispanic/Latino	VT	70	Notice posted by city.
District 7 Planning	Westlake Traffic Safety Plan and Program	City of Los Angeles Dept of Transportation/ Central City Neighborhood Partners	Regional/Mass Transportation	100 South Main Street	Yes	Current and proposed activities using context sensitive planning	September, 2009-10	Provided translations and interpretations for non-English speaking Hispanic/Latino communities	Yes		Mainly Hispanic/Latino Populations	The Census, local surveys and reviews, MPO, city, county, and statewide planning offices	50	Spanish Newspapers, local churches, CBO's, meetings and workshops
District 7 Planning	Community-Based Planning to Improve Corridors and Neighborhoods in the City of Baldwin Park	City of Baldwin Park	Regional/Mass Transportation	Julia McNeil Senior Center	Yes	Community Design Fair-to develop a community plan for the major corridors connecting	10/22- 10/27/10	Provided translations and interpretations for non-English speaking Hispanic/Latino communities	Yes		Mainly Hispanic/Latino Populations	The Census, local surveys and reviews, MPO, city, county, and statewide planning offices	75	Brochures, community workshops, schools and public parks, pedestrian organizations
District 7 Planning	Transportation and Food Access in South Los Angeles	Los Angeles Community Redevelopment Agency/Center for Food, Justice Urban and Environmental Policy	Regional/Mass Transportation	Mercado la Paloma Conference Room	Yes	Outreach, connection between transportation and healthy access to local and fresh foods	Nov 2009-10	Provided translations and interpretations for non-English speaking Hispanic/Latino communities	Yes		90% Latino	Senior Centers, Public/Private Schools, CBO's	30	
District 7 Planning	County of Los Angeles- Transit Stations in the Cities of Los Angeles, Norwalk, El Segundo	Los Angeles County Metro Folding Bike Implementation Plan	Regional/Mass Transportation	North Hollywood station; Norwalk station; Balboa station	Yes	Project management; access studies to selected transit; public outreach and surveys	6/22-11/5/09	Provided translations and interpretations for non-English speaking Hispanic/Latino communities	Yes		Latino, African Americans and senior citizens	On-site audits, vehicle parking, posted speed limits; actual speeds	35	MyGo- Pasadena, public media, telephone, brochures, bicycle group advisory groups

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District 7 Planning	Vineyard Avenue/ Wells Road Community Transit Plan	City of Oxnard, Ventura and County of Ventura	Regional/Mass Transportation	Gold Coast Transit 301 E Third Street	Yes	Advisory Committee, Update of General Plan, walkable communities, design Charente process	7/10/10	Provided translations and interpretations for non-English speaking Hispanic/Latino communities			72% Latino	City Planning, local transit	25	Public workshops, brochures, surveys
District 7 Planning	Metro Blue Line Bicycle	City of Long Beach	Regional/Mass Transportation	Houghton Park, Veterans Park, The Westin Hotel	Yes	Identify concept neighborhood station access plan maps; onsite ped/bike interviews	10/09-12/09	Provided translations and interpretations for non-English speaking - trilingual interviews			Asian, Latino, Black	Neighborhood associations; business orgs, city officials, CBO, Long Beach transit		Local schools, CBO's, Health Organizations
District 7 Planning	Glendale Narrows Riverwalk Pedestrian and Bicycle Master Plan	City of Glendale Parks, Recreation and Community Services Department	Regional/Mass Transportation	Glendale Narrows Riverwalk Pacific Community Center	Yes	Community access and connectivity; bicycle users, bridge design,	5/09-3/10	Spanish-English translation, Community liaisons			Low income Hispanic, Korean	U.S. census and Chamber of Commerce	30-50 attendees.	Stakeholder meetings, public outreach, media and PSR campaign, workshops
District 7 Planning	2010 EJ/CPTP Annual Grant Workshop		Regional Transportation	SCAG 818 W. 7th St Los Angeles 90012	Yes	Application review; discussion panel of past EJ/CPTP grants, discussion of partnership planning grants	1/28/10	Provided translations for interpretations for non-English participants	Yes		Hispanic, African Americans, Korean, Chinese, Japanese, Indonesian, Pampangan,	MPO's, CBOs, Local agencies, City Councils	75 attendees	Brochures, flyers, radio, public media, emails
District 7 Planning	2009 California Urban Community Collaborative Strategic Planning Workshop	State Dept of Transportation and Los Angeles Urban League	Regional Transportation	Foundation of the Junior Blind 5115 Angeles Vista Blvd Los Angeles, Ca 90043	Yes	Participate in partnerships with stakeholders; economic growth; work with local agencies	6/29/10	Provided translations for interpretations for non-English participants	Yes		Various Ethnic groups: Hispanic, African Americans, Korean, Chinese, Japanese, Indonesian, Pampangan,	Local agencies; CBO's stakeholders	200 attendees	Brochures, flyers, radio, public media, emails

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District 7 Planning	California Transportation Plan workshop-Blueprint implementation plan	State Department of Transportation and HQ and SCAG	Regional Transportation	SCAG 818 W. 7th St Los Angeles 90012	Yes	Partnership with regional and local transportation agencies to develop a 20 year state transportation plan	8/26/10	Provided translations for interpretations for non-English participants	Yes		Various Ethnic groups: Hispanic, Cantonese and Vietnamese	Local agencies; CBO's stakeholders	250 attendees	Brochures, public media, flyers
District 7 Right of Way Property management	710 corridor	Caltrans Joy Granfor	Quarterly tenants association meeting	Assemblymen's office in Pasadena	Yes	To discuss tenants issues	6/30/10	No, none required	None required	Mixed	Pacific Islander, Black, Hispanic, White, Asian	Yes	12-Oct	Pre-arranged meeting held quarterly
District 7 Small Business Enterprise Program		Caltrans District 7		Los Angeles Convention Center				Yes	American Sign Language	Mixed		Yes	75	
District 7 Small Business Enterprise Program	Clean Air Renewable Energy Bonds CREBs	Caltrans District 7	Meeting for CREB firms Seeking Bond Contracts	Caltrans Dist 7 Offices	Yes	Share with Energy firms upcoming CREB contracts	9/3/09	Yes	American Sign Language	Mixed	African American, Asian, Latino, Hispanic, Woman-owned	Yes	15	
District 7 Small Business Enterprise Program	Vendor Expo	Los Angeles Supervisor Yaroslavsky	Public Meeting	Panorama Mall	Yes					Mixed				Direct Email
District 7 Small Business Enterprise Program	Metropolitan Water District of Los Angeles and CA Minority Development Council	Metropolitan Water District of Los Angeles	4th Annual Business and Networking Event	Water District Offices	Yes	Stimulate Business for Disadvantaged Firms	9/14/09			Mixed	Latino, Hispanic, Native American, African American and Woman-owned	Yes	More than 100	Direct Email
District 7 Small Business Enterprise Program / Caltrans Statewide Small Business Advisory Council	Caltrans	Caltrans District	Bi-monthly meeting of the Advisory Council	Caltrans Headquarters Sacramento	Yes	Receive input from citizen's group for DBE Program	9/21/09			Mixed	African American, Asian, Latino, Hispanic, Woman-owned, Native American	Yes	Approx 51	Direct Email
District 7 Small Business Enterprise Program / Los Angeles Black Business Business	Los Angeles Black Business Association (BBA)	BBA		BBA Offices	Yes		11/6/09			Mixed	African American Small Business Owners	x	Approx 57	Direct Email

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District 7 Small Business Enterprise Program / Los Angeles Community Development Business Fair	Los Angeles Community Development Business Fair	Speaker Karen Bass and LA Community Development	Annual Business Development for Small Business Owners	Los Angeles United Methodist Church	Yes	Promote contracting with Small Business Owners	11/19/09			Mixed	African American, Asian, Latino, Hispanic, Woman-owned, Native American	Yes	More than 200	Direct Email
District 7 Small Business Enterprise Program / Caltrans District 7 Procurement Fair	Caltrans District 7	District Director Richard Land	Annual Business Development and purchasing from area Small Business Owners	Caltrans District 7 Offices	Yes	Promote contracting with Small Business Owners	2/4/10	Yes	American Sign Language	Mixed	African American, Asian, Latino, Hispanic, Woman-owned, Native American	Yes	More than 225	Direct Email, vendor industry news letters, news release
District 7 Small Business Enterprise Program / El Camino Community College Small Business Development Event	El Camino Community College	Small Business Development Center	Annual Business Development	El Camino Community College	Yes	Promote contracting with Small Business Owners	2/3/10	Yes	American Sign Language	Mixed	African American, Asian, Latino, Hispanic, Woman-owned, Native American			
District 7 Small Business Enterprise Program / Cameron Park Community Center	AARA Funds and Government	Senator Barbara Boxer	Public Meeting with Small Business Owners	Cameron Community Center	Yes	Provide contracting and certification information	3/24/10	Yes		Mixed			150	
District 7 Small Business Enterprise Program / Speaker Karen Bass Discussion on High Speed Rail and Small Business Owners	High Speed Rail Contracts	Speaker Karen Bass	Targeted Business Owners	FAME Church of Los Angeles	Yes	Provide contracting and bonding information	3/26/10	No		Mixed			86	
District 7 Small Business Program	Chinese American Construction Professionals Annual Building Green Event	Chinese Construction Professionals	Awards Banquet and for Chinese Construction firms doing business with California	Almanson Court (700 S. Almanson St., Alhambra, CA 91801	Yes	Acknowledge Chinese firms that have received state contracts	7/9/10	Yes	American Sign Language	Various Asian American Business Owners	Business Owners from Los Angeles, Ventura and Orange counties with owners of Asian decent	Yes	475 .	Direct Email, vendor industry news letters, news release
District 7 Small Business Program	Construction Expo	Department of General Services	CalCon Expo	Pasadena Convention Center	Yes	Provide Certification and Contracting assistance	8/11/10	Yes	American Sign Language	Mixed	Business Owners from Los Angeles, Ventura and Orange counties with owners of Asian decent	Yes	2000	Direct Email, vendor industry news letters, news release

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District 7 Small Business Program	City of Los Angeles Mayor special Certification Workshop	Black Business Assn. Of Los Angeles	Mayor's Certification Workshop	LAUSD Conference Center 4201 Wilshire Blvd. Los Angeles	Yes	Provide Certification Assistance to Area Small Business Enterprises	9/4/10	Yes	American Sign Language	Various Asian American Business Owners	African American Small Business Owners of Greater Los Angeles County	Yes		Direct Email, vendor industry news letters, news release
District 7 Small Business Program	United States Dept. of Transportation Certification Expo	USDOT Pacific Rim	Construction and Certification Expo	Los Angeles Hyatt Regency	Yes	Provide Certification Assistance to Area Small Business Enterprises	9/9/10	Yes	American Sign Language	Various Asian American Business Owners	Asian American Owners of Small and Disadvantaged Business Enterprises	Yes		Direct Email, vendor industry news letters, news release
District 8 Construction	Project (I-15) Outreach	Caltrans	Info sharing with business owners / city leaders	Ontario - Hyatt Place	Yes	To provide project status and upcoming traffic concerns - holiday traffic	11/17/09	N/A			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		15-20	Meeting agenda, project brochures
District 8 Construction	Project (I-15) Outreach	Caltrans	Info sharing with business owners / city leaders	Ontario - Hyatt Place	Yes	To implement 55- hour extended closures (RAPID weekends)	12/21/09	N/A			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		15-20	Project brochures, area maps, representative comments
District 8 Construction	Project (I-10) Outreach	Caltrans County of Riverside	Info sharing with commuters/ business owners	Thousand Palms Community Center	Yes	To provide project information	1/20/10	N/A			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		10-12	Pamphlets, flyers, representative comments
District 8 Construction	Project (I-10) Outreach	Caltrans County of Riverside	Info sharing with business owners	Thousand Palms Community Center	Yes	To provide project information	2/3/10	N/A			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		15-20	Pamphlets, flyers, representative comments
District 8 Construction	Project (I-10) Outreach	Caltrans County of Riverside	Open House – Info sharing with commuters/ business owners	Thousand Palms Community Center	Yes	To provide project information	2/3/10	Spanish			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		50-100	Pamphlets, flyers, representative comments
District 8 Construction	Project (I-10) Outreach	Caltrans County of Riverside	Info sharing with commuters/ business owners	Thousand Palms Community Center	Yes	To provide project information	2/24/10	N/A			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		10-12	Pamphlets, flyers, representative comments

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District 8 Construction	Project (I-10) Outreach	Caltrans County of Riverside	Groundbreaking Ceremony – Info sharing with commuters/ business owners	Agua Caliente Casino, Resort, Spa	Yes	To provide project information	2/26/10	Spanish			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian	300+	Pamphlets, flyers, representative comments
District 8 Construction	Project (I-10) Outreach	Caltrans County of Riverside	Info sharing with commuters/ business owners	Thousand Palms Community Center	Yes	To provide project information	3/10/10	N/A			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian	10-12	Pamphlets, flyers, representative comments
District 8 Construction	SR 330 - Emergency Project Tour	Caltrans	Info sharing w/ business owners / elected / media	Field - SR 330 project site		To provide project information	4/6/10	N/A			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian	8-10	Fact sheets, photos, representative comments
District 8 Construction	Project (I-10) Outreach	Caltrans County of Riverside	Info sharing with commuters/ business owners	Thousand Palms Community Center	Yes	To provide project information	4/14/10	N/A			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian	10-12	Pamphlets, flyers, representative comments
District 8 Construction	Project (I-10) Outreach	Thousand Palm Community Council	Presentation to council	Thousand Palms Community Center	Yes	To provide project information	4/29/10	N/A			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian	25-50	Pamphlets, flyers, representative comments
District 8 Construction	Project (I-10) Outreach	Caltrans County of Riverside	Info sharing with commuters/ business owners	Thousand Palms Community Center	Yes	To provide project information	5/12/10	N/A			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian	10-12	Pamphlets, flyers, representative comments
District 8 Construction	Project (I-10) Outreach	Caltrans County of Riverside	Info sharing with commuters/ business owners	Thousand Palms Community Center	Yes	To provide project information	6/9/10	N/A			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian	10-12	Pamphlets, flyers, representative comments
District 8 Construction	Project (I-10) Outreach	Indio Chamber of Commerce	Presentation to Indio Chamber of Commerce	Desert Hills Country Club	Yes	To provide project information	6/10/10	N/A			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian	60	Pamphlets, flyers, representative comments
District 8 Construction	Project (I-10) Outreach	Caltrans County of Riverside	Business Brainstorming	Safe house of the Desert		To brainstorm mitigation ideas and solutions for businesses impacted by construction	6/24/10	N/A			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian	8	Pamphlets, flyers, representative comments

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District 8 Construction	SR 2 - Winter Traffic Meeting	Caltrans County of San Bernardino - 1st District	Discuss solutions / alternatives to traffic handling during winter months	Wrightwood Community Center	Yes	To identify issues and action items for traffic handling improvements	6/24/10	N/A			Various; including but not limited to Latino, African America, Asian, Low Income, Caucasian		35-40	Pamphlets, maps, representative comments, project fact sheets
District 8 Environmental Planning	I-215 Widening Project (EA 0071V and 4440U)	Caltrans Russell Williams	Open House (Phase 3 & 4)	Santa Fe Depot Lobby – San Bernardino, CA	Yes	To address questions about the final 2 phases of the project work	10/27/09	Yes, Spanish Interpreter	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	NA	approx. 100	Notices in various newspapers, radios, TV channels, flyers, and Web sites.
District 8 Environmental Planning	I-15 Rancho Road New Interchange Project (EA 34160)	Caltrans Kurt Heidelberg	Public Meeting	Hesperia Civic Center Library – Hesperia, CA	Yes	To inform the public about the project and to answer questions—related to circulation of Draft Environmental Assessment	11/4/09	NA	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	U.S. Census—for demographic data in the Environmental Document	5	Paid ads in local newspapers and direct mailers.
District 8 Environmental Planning	I-215 Widening Project (EA 0071V and 4440U)	Caltrans Russell Williams	Brown Bag Meeting (Phase 3 & 4)	Caltrans District Office – San Bernardino, CA	Yes	To address questions from Caltrans staff and employees (who are commuting to this area) about the final 2 phases of project work.	11/4/09	Yes, Spanish speaking staff	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	NA	approx. 100	Notices in various newspapers, radios, TV channels, flyers, and Web sites.
District 8 Environmental Planning	I-10 Tippecanoe Avenue Interchange Project (EA 44810)	Caltrans Aaron Burton	Public Meeting	Victoria Elementary School – San Bernardino, CA	Yes	To inform the public about the project and to answer questions—related to circulation of Draft Environmental Assessment	11/15/09	Yes, Spanish speaking staff	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	U.S. Census—for demographic data in the Environmental Document	approx. 80	Ads in the local newspapers, internet and direct mailers.

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District 8 Environmental Planning	Interstate 15/Interstate 215 Interchange Reconstruction Project (EA 0K710)	Caltrans James Shankel	Open House (Informational / Public Meeting)	Kimbark Elementary School – unincorporated community of Devore, CA	Yes	To provide an update—and receive input from—the local community on the project	11/19/09	Yes, Spanish interpreters	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	U.S. Census—for demographic data in the Environmental Document	approx. 90	Ads in the local newspapers, direct mailers and announcement made to community groups, public agency Web site
District 8 Environmental Planning	I-215 Widening Project (EA 0071V and 4440U)	Caltrans Russell Williams	Open House (Phase 3 & 4)	Shandin Hills Golf Club – San Bernardino, CA	Yes	To address questions about the final 2 phases of project work	1/12/10	Yes, Spanish speaking staff	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	NA	approx. 100	Notices in various newspapers, radios, TV channels, flyers, and websites.
District 8 Environmental Planning	I-215 Widening Project (EA 0071V and 4440U)	Caltrans Russell Williams	Business Meeting	Shandin Hills Golf Club – San Bernardino, CA	Yes	To inform business owners and managers regarding final phases of the project.	2/9/10	Yes, Spanish interpreters	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	NA	approx. 100	Notices in various newspapers, radios, TV channels, flyers, and Web sites.
District 8 Environmental Planning	Construct 8Ft Standard Shoulder on State Route 247 Project (EA 0F660)	Caltrans Kurt Heidelberg	Public Information Meeting	Yucca Valley Community Center – Yucca Valley, CA	Yes	To inform interested parties about the project and to answer questions.	2/4/10	NA	NA	Specific demographic data not available	Specific demographic data not available	NA	approx 50	Mail/phone calls
District 8 Environmental Planning	Yucca Loma Project STPL5453 (011)	Town of Apple Valley Aaron Burton	Public Meeting	Apple Valley City Hall – Apple Valley, CA	Yes	To inform the public about the project and to answer questions—related to circulation of Draft Environmental Assessment	2/25/10	NA	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	U.S. Census—for demographic data in the Environmental Document	approx. 90	Ads in local newspapers

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District 8 Environmental Planning	I-215 Widening Project (EA0071V and 4440U)	Caltrans Russell Williams	Open House	Shandin Hills Golf Club – San Bernardino, CA	Yes	To inform the public about the project and to answer questions	3/29/10	Yes, Spanish Interpreters	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	NA	approx. 100	Notices in various newspapers, radios, TV channels, flyers, and websites
District 8 Environmental Planning	SR 138 Widening Project (EA3401U)	Caltrans Aaron Burton	Open Forum/Public Hearing	Pinion Mesa Middle School – Pheian, CA	Yes	To get input on the project as well as the environmental document.	4/6/10	Yes, Spanish Interpreters	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	U.S. Census—for demographic data in the Environmental Document	26	Public notices in the newspapers, news releases, notices sent to diff. agencies and property owners, notices placed in public areas such as public library, mail offices, schools, etc.
District 8 Environmental Planning	I-215 Widening Project (EA 0071V)	Caltrans Russell Williams	Public Information Meeting	Norman Feldheym Public Library – San Bernardino, CA	Yes	To inform the public about the project and to answer questions	6/8/10	Yes, Spanish interpreters	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	NA	approx. 50	Notices in various newspapers, radios, TV channels, flyers, and Web sites.
District 8 Environmental Planning	Interstate 215/Scott Road Interchange Improvements Project (EA 0A020)	Caltrans Russell Williams	Public Meeting	Paloma Valley High School (Theatre) – Menifee, CA	Yes	To inform the public about the project and to answer questions—related to circulation of Draft Environmental Document	6/23/10	Yes, Spanish	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	U.S. Census—for demographic data in the Environmental Document	26	Letters sent to different agencies, landowner, local elected officials; and public notices in local newspapers

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District 8 Environmental Planning	Colton Crossing Grade Separation Project (EA 965100 3 ENVR 6 COLTON PROG)	Caltrans Marie Petry	Public Information Meeting	Hutton Center – Colton, CA	Yes	To inform the public about the project and to answer questions	7/13/10	Yes, Spanish Interpreters	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	U.S. Census—for demographic data in the Environmental Document	approx 25	Flyers, ads in local papers both in English and Spanish
District 8 Environmental Planning	Colton Crossing Grade Separation Project (EA 965100 3 ENVR 6 COLTON PROG)	Caltrans Marie Petry	Public Information Meeting	292 E "O" Street, Colton, CA	Yes	To inform the public about the project and to answer questions	7/15/10	Yes, Spanish Interpreters	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	U.S. Census—for demographic data in the Environmental Document	approx 30	Flyers, ads in local papers both in English and Spanish
District 8 Environmental Planning	SR 91 Corridor Improvement Project (EA 0F540)	Caltrans Aaron Burton	Public Information Meeting	Corona Public Library—Corona, CA	Yes	To inform the public about the project and to answer questions—related to circulation of Draft Environmental Assessment	8/26/10	Yes, Spanish Interpreters	Yes, Spanish	Specific demographic data not available	Specific demographic data not available	U.S. Census—for demographic data in the Environmental Document	approx. 265	Web site, ads in local papers, and postcards
District 8	Meeting	Caltrans	Meeting	District 8	Yes	Bureau of Indian Affairs IRR Program	1/26/10	N/A			So. Calif. Tribal Representatives	Sign in Sheet	10	Email & Mailed Invitations
District 8 Tribal	Meeting	Caltrans	Meeting	District 8	Yes	Morongo maintenance Agreement	1/7/10	N/A			Tribal Representatives	None required	Varied by meeting	Email & Mailed Invitations
District 8 Tribal	Meeting	Caltrans	Meeting	District 8	Yes	Bureau of Indian Affairs IRR Program	1/26/10	N/A			So. Calif. Tribal Representatives	Sign in Sheet	10	Email & Mailed Invitations
District 8 Tribal	Meeting	Caltrans	Meeting	Ongoing Correspondence		GIS Maps	2/23/10	N/A			Augustine Band of Cahulla Indians			Email
District 8 Goods Movement	Meeting	SCAG	Meeting	SCAG	Yes	SCAG Goods Movement Steering Committee	Ongoing	N/A			SCAG	Mailing List		Email & Mailed Invitations

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District 8 Goods Movement	Meeting	Southern CA National Freight Gateway Collaboration	Meeting	Various Southern CA locations	Yes	To discuss national freight capacity issues	Ongoing	N/A			Regional partners	Mailing List		Email & Mailed Invitations
District 8 Regional Planning	Information Kiosk at the State Building Lobby	Caltrans D8 Div. of Planning	Regional Planning	N/A		Outreach		Spanish Flyers, brochures available			Low Income, African American, Latinos, Senior Citizens, White Asians and others			Mail, email and kept hard copies in the kiosk for general public
District 8 Regional Planning	Information table at State Building Lobby	Caltrans D8 Div. of Planning	Regional Planning Workshop	N/A		Outreach	5/18/10	Rideshare flyers and incentive information			State Employees	Rideshare coordinator		In person contacts
District 8 Regional Planning	Information table at State Building Lobby	Caltrans D8 Div. of Planning	Regional Planning Workshop	N/A		Outreach	5/18/10	Rideshare flyers and incentive information			State Employees	Rideshare coordinator		In person contacts
District 8	Transit Oriented Development Overlay District	City of San Bernardino / Economic Development Agency	Pre-Proposal Conference Meeting	EDA, San Bernardino: EDA Boardroom	Yes	Meeting to explain RFP requirements, schedule and answer general questions on project and project scope	5/6/10	None			NA	None	30	Direct Contact; EDA Web site; APA, LA-APA, CRA and Inland Empire APA Web sites
District 8 Community Planning	Downtown Revitalization Specific Plan Amendment	Caltrans City of Corona	Preparation mobility plan, research, planning activities, meetings	Redevelopment conf. room, Multi-purpose room	Yes	Discuss project and conceptual mobility plan	1/12/10; 3/17/10; 3/25/10	None required			None required	None required	Each meeting varied;	No outreach used at this time.
District 8 Community Planning	Transit Oriented Development Overlay District	City of San Bernardino / Economic Development Agency	Pre-Proposal Conference Meeting	EDA, San Bernardino: EDA Boardroom	Yes	Meeting to explain RFP requirements, schedule and answer general questions on project and project scope	5/6/10	None			NA	None	30	Direct Contact; EDA Web site; APA, LA-APA, CRA and Inland Empire APA Web sites

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District 8 Community Planning	Transit Oriented Development Overlay District	City of San Bernardino / Economic Development Agency	Pre-Proposal Conference Meeting	EDA, San Bernardino: EDA Boardroom	Yes	Meeting to explain RFP requirements, schedule and answer general questions on project and project scope	5/8/10	None			NA	None	30	Direct Contact; EDA Web site; APA, LA- APA, CRA and Inland Empire APA Web Sites
District 8 Community Planning	Transit Oriented Development Overlay District	City of San Bernardino / Economic Development Agency	Pre-Proposal Conference Meeting	EDA, San Bernardino: EDA Boardroom	Yes	Meeting to explain RFP requirements, schedule and answer general questions on project and project scope	5/8/10	None			NA	None	30	Direct Contact; EDA Web site; APA, LA- APA, CRA and Inland Empire APA Web Sites
District 8 CSMP	Office of Corridor System Management Plans	Caltrans	CSMP Overview Training	Caltrans District 8	Yes	Training for corridor management	12/9/10	N/A			Shared information with regional partners	Sign-In sheet	30	Phone and email
District 8 Public Affairs	I-10 Riverside Ave Interchange	SANBAG	Open House	Rialto Community Center, Rialto, CA	Yes	To receive public input from communities/public	2/2/10	Yes Staff Spanish Speakers	Y Spanish	33% 33% 33% African American, Hispanic, Caucasian	Visual- majority adults over age 35	Visual- majority adults over age 35	60	Paid ad in several newspapers; Internet; direct mailers
District 8 Public Affairs	I-10 Riverside Ave Interchange	SANBAG	Ground Breaking	I-10 Job site	Yes	launch project	2/18/10	Yes Staff Spanish Speakers	Yes Spanish	33% 33% 33% African American, Hispanic, Caucasian	Visual- majority adults over age 35	Visual- majority adults over age 35	55	Invitation; news article
District 8 Public Affairs	I-215 / SR74 Interchange Project	RCTC	Public Meeting	Holiday Inn, Perris, CA	Yes	To receive public input from communities/public	5/17/10	Yes Staff Spanish Speakers	Yes Spanish	5% African American; 47% Caucasian; 48% Hispanic	Visual- majority adults over age 35	Visual- majority adults over age 35	40	Invitation; news article; mailers
District 8 Public Affairs	I-215 / SR74 Interchange Project	RCTC	Ground Breaking	I-215 Jobsite	Yes	Launch project	8/15/10	Yes Staff Spanish Speakers	Yes Spanish	2% African American; 47% Caucasian; 51% Hispanic	Visual- majority adults over age 35	Visual- majority adults over age 35	100	Invitation; news article
District 8 Public Affairs	08-4440U Public Open House	Caltrans, SANBAG	Open House	Open House SANBAG office in San Bernardino	Yes	Inform public of I- 215 construction	10/27/09	No	Yes, English and Spanish	Mixed	Mixed	No	200	FAX, email, newspaper, walk notices

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District 8 Public Affairs	Town Hall Meeting	Assembly Member Carters Office	Town Hall meeting	National Orange Show San Bernardino	Yes	Inform public of I- 215 construction	10/29/09	No	English	Mixed	Mixed	No	100	N/A
District 8 Public Affairs	08-4440U I-215 Outreach	Caltrans SANBAG	Open House	Shandin Hills Golf Club San Bernardino	Yes	Inform public of I- 215 construction	1/12/10	No	English and Spanish	Mixed	Mixed	No	75	FAX, email, newspaper, walk notices
District 8 Public Affairs	08-4440U	Caltrans SANBAG	Open House for businesses	Shandin Hills Golf Club San Bernardino	Yes	Inform public of I- 215 construction	02-9/10	No	English and Spanish	Mixed	Mixed	No	75	FAX, email, newspaper, walk notices
District 8 Public Affairs	08-4440U I-215 Widening Project	Caltrans SANBAG	Open house	Shandin Hills Golf Club San Bernardino	Yes	Inform public of I- 215 construction	3/29/10	No	English and Spanish	Mixed	Mixed	No	50	FAX, email, newspaper, walk notices
District 8 Small Business	Keeping the Promise	California Disabled Veteran Business Enterprise Alliance/ /Rich Dryden	Outreach	Irvine Marriott	Yes	Outreach	5/25/10	No	No	Hispanic: 200 Non-Hispanic: 1800	Male: 1900 Female: 100 Race: Black: 200 Asian: 100 White: 1500 Note: Visual Assessment identified 75% over 40. All appeared to be in Middle class	Visual	2000	Email blast
District 8 Small Business	Small Business Expo	Riverside	Workshop	Riverside, CA	Yes	Outreach	5/25/10	No	No		Male: 160 Female: 40 Race: Black: 15 Asian: 5 White: 160 Note: Visual Assessment identified 75% over 40. All appeared to be in Middle class	Visual	200	Unknown, did not host
District 8 Small Business	City of Yucaipa	City of Yucaipa	Workshop	Yucaipa, CA	Yes	Outreach	6/3/10	No	No	Hispanic: 5 Not Hispanic: 30	Male: 33 Female: 2 Race: Black: 0 Asian: 1 White: 29 Note: Visual Assessment identified 75% over 40. All appeared to be in Middle class	Visual	35	Email blasts

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District 8 Small Business	Regional Small Business Council Meeting	Caltrans	Outreach	Irvine, CA	Yes	Outreach	07/20/10	No	No	Hispanic: 5 Not Hispanic: 36	Male: 30 Female: 13 Race: Black: 3 Asian: 5 White: 30 Note: Visual Assessment identified 75% over 40. All appeared to be middle class	visual	43	Email blasts
District 9 Planning	#21340 Olancha/Cartago 4-Lane Project	Caltrans District 9-PM Cedrik Zermits	Survey (Public Input)	Caltrans District 9, Various Public Locations	N/A	To receive public input from communities/public	3/17/10 - 7/30/10	Pamphlet- Large Print, Audiocassette, Computer disk, Braille, Spanish	Yes. Spanish	All Public	All Public	U.S. Census		Internet; Available for Pick up; Direct mailers; and door-to- door
District 9 Planning	Transit Advisory	Caltrans District 9-Rick Franz	Public/ Organization Input	Caltrans District 9, Coffee Room	Yes	To receive input from public and various organizations	3/16/10	N/A	N/A	10 White, 1 Hispanic, 1 American Indian	6 White Male, 1 Hispanic Male, 3 White Female, 1 American Indian Male, 1 disabled White Male	U.S. Census	12	Mono County Advisory Council announcements
District 9 Planning	California Interregional Blueprint Workshop	Caltrans District 9 Dave Bloom	Public/ Organization Input	Caltrans District 9, Mount Whitney Room	Yes	To receive input from public and various organizations	3/22/10	N/A	Yes. Spanish	8 White, 2 Hispanic, 2 American Indian	6 White Male, 1 Hispanic Male, 1 Hispanic Female, 2 White Female, 1 American Indian Male, 1 American Indian Female	U.S. Census	12	Internet, Direct mailers
District 9 Planning	Inyo County Tribal consultation	Inyo LTC - Forest Becket	Tribal consultation on overall work programs	Forte Independence council chambers	Yes	Consult with local Tribal governments on overall work program development and project development.	4/13/10	N/A	n/a	4 White & 5 Native American	Native American	NA	9	Mail letters, email, phone
District 9 Planning	Transit Advisory	Caltrans District 9-Rick Franz	Meeting (Public input)	Caltrans District 9, Coffee Room	Yes	To receive input from public and various organizations	2/25/10	N/A	Yes, Spanish	Less than 50% Hispanic	Mostly White	NA	18	Email, newspaper
District 9 Program/Project Management	2144U3/090000032	Caltrans Tom Meyers	Grand opening	Independence courthouse or park	Yes	Grand opening	9/9/10	No, unless needed						

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District 9 Program/Project Management	21340/0900000030	Caltrans Cedrik Zemitis	Public hearing			Public hearing for draft environmental document	9/22/10							
District 9 Public Affairs	Ridgecrest Fair	Fair Board	County Fair	Ridgecrest, CA	Yes	Community Information	10/11/09	No	Various	NA	All media		23,000	
District 9 Public Affairs	Eastern Sierra Tri-County Fair	Fair Board	County Fair	Bishop, CA	Yes	Public Information	9/6/09	No	Various	Census	All media		21,000	
District 9 Public Affairs	Manzanar/Independence 4-Lane Ground Breaking	Caltrans	Public ceremony	Independence, CA	Yes	Public Information	10/1/09	No	Various	Census	All media			
District 9 Public Affairs	Street Skills	Caltrans	Outreach	Inyo/Mono Counties	Yes	Public Information	11/17/09	No	Various	NA	All media			
District 10 Central Region Environmental Branch - Project Management	Cultural Meeting with the Amah Mutsun Tribal Band Chairperson Val Lopez	Caltrans Tina Fulton and Paul Baudry	Central Region Native American project specific consultation.	Amah Mutsun Tribal Band	Yes	Café Patio in Sacramento, close to where chairperson Lopez could walk to for convenience.	2/10/10	Not needed	Not needed	1 Not Hispanic/Latino	1 male, Native American	Sign in sheet	1	
District 10 Central Region Environmental Branch - Project Management	Cultural Meeting with the Lone Band of Miwok Cultural Heritage Committee -Active Amador County Projects with focus on Jackson Valley Rehabilitation project	Caltrans Mary Oliva and Tina Fulton	Central Region Native American project specific consultation	Lone Band Office in Plymouth, CA	Yes	Meeting to review active proposed projects in Amador County and any recent changes	2/23/10	Not needed	Not needed	3 Not Hispanic/Latino	3 female Native Americans; 1 Male Native American; All over 40 years in age.	Sign in sheet	4	
District 10 Central Region Environmental Branch - Project Management	Caltrans Meeting with the Tuolumne Cultural Heritage Committee - to provide updated information, documents and draft Programmatic Agreement for the East Sonora Bypass Project	Caltrans Jill Hupp; Alan Gold and Tina Fulton	Central Region Native American project specific consultation	Tuolumne Tribal Office in Sonora, CA. Tribal Hall	Yes	To update tribal committee about proposed Caltrans projects within Tuolumne County	3/3/10	Not needed	Not needed	6 Not Hispanic/Latino	1 Female Native Americans; 5 Male Native Americans - all over age of 40. No disabled individuals	Sign in sheet	6	

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District 10 Central Region Environmental Branch - Project Management	The California Valley Miwok Tribe with Chairperson Silvia Burley Calaveras Band of Mi- Wuk Indians with Chairperson Gloria J. Grimes requested a meeting with Caltrans	Caltrans	Burson Rehab Project	California Valley Miwok Tribal Office in Stockton, CA	Yes	discussion of tribes comments	3/4/10	Not needed	Not needed	Unknown	Unknown	Unknown	Unknown	Unknown
District 10 Central Region Environmental Branch - Project Management	Caltrans Cultural Meeting with the Buena Vista Rancheria Chairperson, members and staff - Active Amador County Projects: 10-0G550; 10-0Q880; 10-0T630; 10-0U680; 10-0P340; 10- 26444; 10-04995	Caltrans Tina Biron; and Tina Fulton	Central Region Native American project specific consultation	Buena Vista Rancheria Office in Sacramento, CA	Yes	To notify and update Chairwoman Pope and staff about proposed Caltrans projects within area of interest, and to seek the tribes comments, concerns and knowledge	3/9/10	Not needed	Not needed	2 Not Hispanic/Latino	1 Female Native American; 1 Female African American	Sign in sheet	2	
District 10 Central Region Environmental Branch - Project Management	Cultural Meeting with the California Valley Miwok formerly known as Sheep Ranch Rancheria - active proposed projects in Calaveras County	Caltrans Mary Oliva and Tina Fulton	Central Region Native American project specific consultation	West Point Veterans Memorial Building in West Point, CA	Yes	Meeting held to discuss specific Caltrans projects in Calaveras County with sensitive cultural resource areas	4/15/10	Not needed	Not needed	8 Not Hispanic/Latino	4 Female Native Americans; 4 Male Native Americans. Age range between 20 - 60.	Sign in sheet	8	
District 10 Central Region Environmental Branch - Project Management	East Sonora Bypass draft Programmatic Agreement between Caltrans and the Tuolumne Band of Miwok Indians	Caltrans Mary Oliva; Jill Hupp; Alan Gold; Tina Fulton	Central Region Native American project specific consultation	Tuolumne Tribal Office in Sonora, CA. Tribal Hall	Yes	Meeting held to discuss SHPO and tribes comments on the draft PA for stages II and III of the East Sonora Bypass Project	4/19/10	Not needed	Not needed	6 Not Hispanic/Latino	2 Female Tuolumne Band of Miwok; 4 Male Tuolumne Band of Miwok. All over the age of 40	Sign in sheet	6 (7)	
District 10 Central Region Environmental Branch - Project Management	Field Visit to the Burson Rehab Project at the request of Debra Grimes of the Calaveras Band of Mi-Wuk with Chairperson Gloria J. Grimes	Caltrans Mary Oliva; Tina Biron; Jon Schlee	Central Region Native American project specific consultation	Project location	Yes	Field visit to review entire project area	5/3/10	Not needed	Not needed	4 Not Hispanic/Latino	1 Female Native American; and 3 Male Native Americans. Between the ages of 18 and 45.	Sign in sheet	4	

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District 10 Central Region Environmental Branch - Project Management	Cultural Meeting with the Calaveras Band of Mi-Wuk with Chairperson Charles Wilson - Active proposed Caltrans projects in Calaveras County	Caltrans Tina Fulton	Central Region Native American project specific consultation	Tribal Office in West Point, CA	Yes	Meeting to review active projects in Calaveras County and provide updates	5/11/10	Not needed	Not needed	2 Not Hispanic/Latino	1 Female Native American; 1 male Native American. All over the age of 40	Sign in sheet	2	
District 10 Central Region Environmental Branch - Project Management	Cultural Meeting with the California Valley Miwok Tribe formerly known as Sheep Ranch	Caltrans Tina Fulton	Central Region Native American project specific consultation	Veterans Memorial Building in West Point, CA	Yes	Meeting to review Action Items from previous meeting and discuss updates for Caltrans proposed projects in Calaveras County	5/13/10	Not needed	Not needed	3 Not Hispanic/Latino	2 Female Native Americans; 1 Male Native American; All between the ages of 20 - 50	Sign in sheet		
District 10 Central Region Environmental Branch - Project Management	Cultural Meeting with the Ione Band of Miwok Cultural Heritage Committee -Active Amador County Projects with focus on Jackson Valley Rehabilitation project	Caltrans Tina Fulton and Alan Gold	Central Region Native American project specific consultation	Ione Band Office in Plymouth, CA	Yes	Meeting to review the Jackson Valley Rehab Project - and recent changes	5/18/10	Not needed	Not needed	4 Not Hispanic/Latino	1 Female Native American; 3 Male Native Americans; All over 40 years in age.	Sign in sheet	4	
District 10 Central Region Environmental Branch - Project Management	Cultural Meeting with the Northern Valley Yokut Tribe - Active San Joaquin County Projects	Caltrans Tina Fulton	Central Region Native American project specific consultation.	Caltrans District 10 Office in Stockton, CA	Yes	Meeting to review San Joaquin County Projects	5/28/10	Not needed	Not needed	2 Not Hispanic/Latino	1 Female Native American; 1 Male Native American	Sign in sheet	2	
District 10 Central Region Environmental Branch - Project Management	Meeting between California Valley Miwok Tribe with Chairperson Silvia Burley- Calaveras Band of Mi-Wuk Indians with Chairperson Gloria J. Grimes and other parties involved with a report	Caltrans Sarah Gasner; Mary Oliva; Kathleen McClafflin; Raymond Benson; Tina Fulton	Central Region Native American consultation	California Valley Miwok Tribe with Chairperson Silvia Burley- Office in Stockton, CA	Yes	Meeting held to discuss the draft of the final report. Meeting was requested by tribes so that comments, requests and concerns could be addressed in person.	6/28/10	Not needed	Not needed	6 Not Hispanic/Latino	5 Female Native Americans; 1 Male Caucasian tribal member. Ages ranged from 18 to 75.	Sign in sheet	6	

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District 10 Central Region Environmental Branch - Project Management	Caltrans Cultural Meeting with the Buena Vista Rancheria Chairperson, members and staff - Active Amador County Projects: 10-0G550; 10-0Q880; 10-0T830; 10-0U680; 10-0P340; 10-26444; 10-04995	Caltrans Mary Oliva; Tina Fulton; Chris Kuzak	Central Region Native American project specific consultation	Buena Vista Rancheria Office in Sacramento, CA	Yes	To notify and inform Chairwoman and members of tribe about proposed Caltrans projects within area of interest, and to seek the tribes comments, concerns and knowledge of the area	7/2/10	Not needed	Not needed	4 Not Hispanic/Latino	1 Female Native American; 1 Female African American; 2 Male Native Americans	Sign in sheet	4	
District 10 Central Region Environmental Branch - Project Management	Caltrans Field Visit to two project locations to review area and proposed construction activities - Savage Way and Sandstone Creek Project field visit and active San Joaquin County projects	Caltrans Mary Oliva; Wendy Nettles; and Tina Fulton	Central Region Native American project specific consultation.	San Joaquin County project locations: 10-0T180; 10-2A420	Caltrans Right of Way in project area, and side of highway	Field Visit to meet with new project archaeologist and go over project information and comments from tribe	7/8/10	Not needed	Not needed	2 Not Hispanic/Latino	2 Female Native Americans -Between 20 to 40 years in age. No disabled individuals	Sign in sheet	2	
District 10 Central Region Environmental Branch - Project Management	Caltrans Cultural Meeting with the Tuolumne Cultural Heritage Committee - Active Tuolumne County Projects	Caltrans Mary Oliva; Tom Wheeler; Juan Torres; Tina Fulton	Central Region Native American project specific consultation	Tuolumne Tribal Office in Sonora, CA. Tribal Hall	Yes	To notify and inform members of tribe about proposed Caltrans projects within area of interest, and to seek the tribes comments, concerns and knowledge of the area	8/9/10	Not needed	Not needed	8 Not Hispanic/Latino	3 Female Native Americans; 5 Male Native Americans - all over age of 40. No disabled individuals	Sign in sheet	8	
District 10 Central Region Environmental Branch - Project Management	Caltrans Field Visit with lone Cultural Heritage Committee to Jackson Valley Rehab project area with cultural sensitivities	Caltrans Tom Wheeler	Central Region Native American project specific consultation.	Amador County Route 88	Pullout on highway	Field Visit to meet with new project archaeologist and go over project information and comments from tribe	8/9/10	Not needed	Not needed	2 Not Hispanic/Latino	2 Female Native Americans - over 40 years in age. No disabled individuals	Sign in sheet	2	

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District 10 Central Region Environmental Branch - Project Management	Field Visit to Climax Road Project area with Ione Cultural Heritage Committee members: 10- 0U680	Caltrans Jon Schlee, Chris Kuzak, and Tina Fulton	Central Region Native American project specific consultation	Amador County Route 88 Post Mile 22.2	Side of Highway	Field Visit to go over proposed construction activities and seek comments from tribal members	8/24/10	Not needed	Not needed	2 Not Hispanic or Latino	2 Female Native Americans - over 40 years in age and no disabled individuals	Sign in sheet	2	
District 10 Central Region Environmental Branch - Project Management	Cultural Meeting with the Ione Band of Miwok Cultural Heritage Committee - Active Amador County Projects: 10-0G550; 10-0Q880; 10- 0T630; 10-0U680; 10- 0P340; 10-26444; 10- 04995	Caltrans Mary Oliva and Tina Fulton	Central Region Native American project specific consultation	Ione Band Office In Plymouth, CA	Yes	To notify and inform members of tribe about proposed Caltrans projects within area of interest, and to seek the tribes comments, concerns and knowledge of the area	8/24/10	Not needed	Not needed	9 Not Hispanic or Latino	5 Male, Native American; 4 Female Native American. Ages 18 to 70, and disabled individuals	Sign in sheet	9	
District 10 Central Region Environmental Branch - Project Management	Cultural Meeting with the Tuolumne Band to discuss ESB excess Parcels	Caltrans Mary Oliva and Tina Fulton	Central Region Native American project specific consultation	Not known at this time.	Not known at this time.	Not known at this time	9/27/10	Not known at this time	Not known at this time	Not known at this time	Not known at this time	Not known at this time	Not known at this time	Not known at this time
District 10 Local Assistance	Federal Aid Training Course I	UC Berkeley	Federal Aid Process	District 10 Training Room 56/71	Yes	Training Local Agencies on Federal Aid Process	10/6/09	No	No	N/A	N/A	Internet	10	Internet
District 10 Local Assistance	Federal Aid Training Course II	UC Berkeley	Federal Aid Process	District 10 Training Room 56/71	Yes	Training Local Agencies on Federal Aid Process	10/7/09	No	No	N/A	N/A	Internet	13	Internet
District 10 Local Assistance	Federal Aid Training Course III	UC Berkeley	Federal Aid Process	District 10 Training Room 56/71	Yes	Training Local Agencies on Federal Aid Process	10/15/09	No	No	N/A	N/A	Internet	15	Internet
District 10 Local Assistance	Federal Aid Training Course IV	UC Berkeley	Federal Aid Process	District 10 Training Room 56/71	Yes	Training Local Agencies on Federal Aid Process	10/21/09	No	No	N/A	N/A	Internet	19	Internet
District 10 Local Assistance	Federal Aid Training Course V	UC Berkeley	Federal Aid Process	District 10 Training Room 56/71	Yes	Training Local Agencies on Federal Aid Process	10/22/09	No	No	N/A	N/A	Internet	10	Internet

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District 10 Local Assistance	Federal Highway Funds	UC Berkeley	Federal Aid Process	District 10 Training Room 56/71	Yes	Training Local Agencies on Federal Aid Process	1/13/10	No	No	N/A	N/A	Internet	10	Internet
District 10 Local Assistance	Federal Aid Data	HQ Local Assistance	Federal Aid Process	District 10 Training Room 56/71	Yes	Training on the new Federal Aid Data System	11/19/09	No	No	N/A	N/A	Internet		Internet
District 10 Local Assistance	Federal Training	HQ Local Assistance	Workshop	Caltrans District 10 Office	Yes	Local Assistance Training	6/29/10	No	No	None	8-Males, 7 Females	N/A	15	Email and phone calls
District 10 Local Assistance		HQ Local Assistance	Training	Caltrans District 10 Office	Yes	Update on New Charging Structure for Local Assistance	5/27/10	No	No	None	7-Females, 7 Males	N/A	14	Email and phone calls
District 10 Planning	Valley Springs CBTP	Calaveras County Council of Governments	Stakeholder Advisory Committee—monthly; 10/09 meeting with local community 2/10 three day charity	Valley Springs Methodist Church; Valley Springs Elementary	Yes	Develop stakeholder outreach and public participation methods; address and define community plan boundaries and internal land uses	Various; 2/23, 25, 27/2010	None requested	Yes, Spanish	98% White Not Hispanic, 1% Native American/Alaskan, 1% White Hispanic	55% Males, 45% Females White Not Hispanic, Native American/Alaskan, White Hispanic	U.S. Census & VT Yes	10-40; 425,200, 20	Newspapers, signs, mailers, email, Web site, school flyers, phone tree
District 10 Planning	Transportation Planning Grants Outreach	Caltrans	Outreach to potential Transportation Planning Grant applicants	District 10 - RTPA/MPO Board meetings; Technical Advisory Committee (TAC) meetings; tribal related meetings; planning meetings; etc.	Yes	To educate and provide assistance to our partner agencies, Community Based Organizations (CBOs) and Transit Operators on Planning Grants	Various	No	N/A	Various	N/A	Mailing list	N/A	Sent written invites/flyers/emails; announced at meetings

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District 10 Planning	TAC, Citizens Advisory Committees (CACs), Social Service Transportation Advisory Council (SSTAC) meetings	RTPAs and MPOs	CT rep at meetings	RTPAs and MPOs sites	Yes	Provide information about Caltrans including but not limited to, Planning, Programming and project updates	Monthly meetings	No	N/A	Varies month to month	Varies month to month	N/A	Varies month to month	N/A
District 10 Planning	State Route 49 Transportation Concept Report (TCR) //Corridor System Management Plan (CSMP) Stakeholder Consensus Facilitation to develop Public Engagement Plan	District 10 System and Advanced Planning	Presented Outreach Strategies with major key stakeholders including Tribal Government	Calaveras County	Yes	Review overall SR 49 TCR/CSMP development process and identified outreach strategies and methods to use for the public involvement workshop(s)	3/29/10	No	No	(2) Calaveras Band of Miwok Tribal Government, (7) White Not Hispanic, (2) White Hispanic	2 Males American Indian, 5 White Male & 4 White Female	N/A	11	Email, correspondence and phone calls
District 10 Planning	TAC, Citizens Advisory Committees (CACs), Social Service Transportation Advisory Council (SSTAC) meetings	RTPAs and MPOs	CT rep at meetings	RTPAs and MPOs sites	Yes	Provide information about Caltrans including but not limited to, Planning, Programming and project updates	Monthly meetings	No	N/A	Varies month to month	Varies month to month	N/A	Varies month to month	N/A
District 10 Planning	State Route 49 Transportation Concept Report (TCR) //Corridor System Management Plan (CSMP) Stakeholder Consensus Facilitation to develop Public Engagement Plan	District 10 System and Advanced Planning	Public Workshop	Brette Harte High School, City of Angels, CA	Yes	Review overall SR 49 TCR/CSMP development process and identified outreach strategies and methods to use for the public involvement workshop(s)	6/28/10	No	No	(8) Government, (12) White Not Hispanic, (2) Hispanics or Latinos	7 White Male & 7 White Female	N/A	14	Email, correspondence, flyers and phone calls

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District 10 Planning / Tribal-Native American Meetings	Project # 10-Cal-SR-24 (Glencoe), Captain McKenzie Site (Ethnographic Rpt)	Caltrans, Environmental Unit DNAC, and Planning's DNAL	Tribal Meeting	Tribal Office, 10601 Escondido Pl, Stockton, CA 95212	Yes	To work together with Tribe(s) Ct & Consultant to complete ethnographic report	6/28/10	Not needed	No	1 Hispanic or Latino, 7 Native Americans and 4 Not Hispanics and non-Native Americans	A formal study of demographics, race, age etc. was not concluded	None used	12	Phone calls and meetings
District 10 Planning	TAC, Citizens Advisory Committees (CACs), Social Service Transportation Advisory Council (SSTAC) meetings	RTPAs and MPOs	CT rep at meetings	RTPAs and MPOs sites	Yes	Provide information about Caltrans (including but not limited to, Planning, Programming and project updates	Monthly meetings	No	N/A	Varies month to month	Varies month to month	N/A	Varies month to month	N/A
District 10 Planning	State Route 49 Transportation Concept Report (TCR) Stakeholder Consensus Facilitation to develop Public Engagement Plan	District 10 System and Advanced Planning	Public Workshop	Brette Harte High School, City of Angels, CA	Yes	Review overall SR 49 TCR development process and identified outreach strategies and methods to use for the public involvement workshop(s)	7/21/10	No	No	(6) Government, (12) White Not Hispanic, (2) Hispanics or Latinos	7 Men & 7 Women White,	N/A	12	Email, correspondence, flyers and phone calls
District 10 Planning	State Route 49 Transportation Concept Report (TCR) Stakeholder Consensus Facilitation to develop Public Engagement Plan	District 10 System and Advanced Planning	Public Workshop	Opera Hall - 250 South Washington Street, Sonoma, CA	Yes	Review overall SR 49 TCR development process and identified outreach strategies and methods to use for the public involvement workshop(s)	8/21/10	No	No	Not known	Not known	N/A	Not known	Email, correspondence, flyers, phone calls, newspaper and radio

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District 10 Planning	Highway 12 Stakeholder Workshop to develop improvement strategies for the I-5 to State Route 29 Corridor. Public also attended	District 4 & 10 Planning	Workshop	White Elementary School, 500 Elm Way, Rio Vista	Yes	Present purpose of the study to stakeholders and public in attendance and discuss Public Engagement Process and request input	7/13/10	No	No	20 Not Hispanic or Latino (Public) 20 Stakeholders/ Government Officials	2 Asian, 2 Black or African American 16 White	N/A	20 Public Participants & 20 Stakeholders/ Government Officials	Email, correspondence, flyers, newspapers, radio and phone calls
District 10 Planning Branch / Native American Liaison	District Native American Liaison (DNAL) - Captain McKenzie Site Ethnographic Report	Caltrans Kathleen McClafflin	Numerous meetings with the Calaveras Band of Mi-Wuk with Chairperson Gloria J. Grimes and Cultural Resources Director Debra Grimes; and Chairperson Silvia Burley of the California Valley Miwok Tribe	Caltrans met at the tribal office of the California Valley Miwok Tribal Office at 1061 Escondido Place in Stockton	Yes	To mutually discuss any comments, requests, or questions and resolve any outstanding communication issues	Various Dates	Primarily English, with some native language-translation for Miwok elders in attendance	N/A	About 7 Native Americans and about 6 various Caltrans personnel of different ethnicities	50% Female Native Americans 10% Male Native Americans; 10% Male white; 25% Female White; 5% Hispanic. 60% under 40 and 40% over 40	VT-Yes	Under 20	District Native American Liaison was contacted for intervention to help resolve some misunderstandings in a government-to-government meeting. Subsequent meetings, field visits, emails, phone calls, letters and reports were all utilized to further consultation with the tribes
District 10 Planning Branch / Native American Liaison	First point of contact (DNAL) and a liaison resource for internal/external planning partners and the Native American community	Caltrans Kathleen McClafflin	RTPA OWP Meetings; RTP Meetings; Project Meetings; Grant Meetings.; Gov-to-go mtgs.(see below); etc.	Caltrans D-10	Yes	Provide updated tribal contact information and protocol guidance to RTPA for their consultation efforts and outreach for various projects. Ensure tribal involvement; ongoing contact with the tribes for updates	Ongoing	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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District 10 Planning Branch / Native American Liaison	CA Interregional Blueprint (CIB) was the CTP - FACT Sheet for the CIB and Native American Tribes	Caltrans Kathleen McClaffin	Reviewed Fact Sheet - offered fine-tuning for some misleading wording in the first sentence of the opening paragraph related to sovereignty and tribes.. that sentence was reworded to be more accurate	District & HQ	Yes	Review of document	7/1/10	N/A	N/A	N/A	N/A	VT-Yes	N/A	Email to HQs and phone calls
District 10 Central Region / Project Development	Project related activities as needed	Caltrans	Public Inquiries, Questions regarding projects	Caltrans, District 10, Stockton	Yes	Project related	Various	Yes, Spanish, Vietnamese, Cambodia	Yes, if requested or needed	Various	Various	NA	NA	Developing Interpreter Database
District 10 Central Region / Project Development	Americans with Disabilities Act Curb Ramp Projects	Caltrans	Public Inquiries, Questions regarding projects	Caltrans, District 10, Stockton	Yes	Project related	Various	Yes, Spanish, Vietnamese, Cambodia	Yes, if requested or needed	Various	Various	NA	NA	Developing Interpreter Database
District 10 Program Project Management	Project # 10-0S8001 State Route 108 East - North County Corridor Adoption Project	Caltrans Christina Hibbard	Public Hearing.	Gene Bianchi Community Center, Oakdale, CA	Yes	To receive public input from communities/ public	10/13/09	Yes Hired one Spanish Interpreter	Yes. Translated the "Frequently Asked Questions" sheet, Comment sheet, and Request to Speak Cards	1% Hispanic or Latino 99% Not Hispanic or Latino	45% Female, 55% Male, 1% Asian/Pac Islander, 1% Hispanic, 98% White, 1% disabled person	From the Chamber of Commerce, the U.S. Census, and Communication Consultant (Judith Bueth Communication) VT-Yes	157	Paid ad in several minority newspapers, and direct mailers to all property owners, residents, and other interested parties

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District 10 Program Project Management	Project # 10-0G4700 Interstate 5 - North Stockton Improvement Project	Caltrans Scott Guidi	Public Information Meeting	Don Riggio Elementary School, Stockton, CA	Yes	To receive public input from communities/ public	10/14/09	Yes Hired one Spanish Interpreter	Yes. Translated the "Frequently Asked Questions" sheet, Comment sheet	1 Hispanic or Latino 16 Not Hispanic or Latino.	10 Female, 7 Male, 13 White, 2 Asian, 1 African American, 1 Hispanic, All over age 40	From the Chamber of Commerce, the U.S. Census, and Communication Consultant (Judith Buehe Communication) Used Voluntary Survey Cards	17	Paid ad in several minority newspapers, and direct mailers to all property owners, residents, and other interested parties
District 10 Program Project Management	Project # 10-0S1100 State Route 4 Crosstown Freeway Extension Project	Caltrans Scott Guidi	Public Information Meeting	George Washington Elementary School, Stockton, CA	Yes	To receive public input from communities/ public	10/15/09	Yes Hired two Spanish Interpreters	Yes. Translated the "Public Notice" the "Frequently Asked Questions" sheet, the "Comment" sheet, and all website information regarding the project	48% Hispanic or Latino 52% Not Hispanic or Latino	52% Female, 48% Male 46% Asian/Pac Islander; 24% African American; 43% Hispanic; 24% White; 4% disabled people; 81% Under 40years; 19% Over 40 years; 4% participants indicated low-income on survey		105	Paid ad in several minority newspapers, and direct mailers to all property owners, residents, and other interested parties
District 10 Program Project Management	Project # 10-0S800 State Route 108 North County Corridor Adoption Project	Caltrans Christina Hibbard	Public Hearing.	Riverbank Community Center, Riverbank, CA	Yes	To receive public input from communities/ public	10/22/09	Yes Hired one Spanish Interpreter	Yes. Translated the "Frequently Asked Questions" sheet, Comment sheet, and Request to Speak Cards	5% Hispanic or Latino 95% Not Hispanic or Latino	60 % Male, 40% Female, 5% Asian/Pac Islander, 90% White, 1% Disabled, 80% over 40 years of age, 20% under 40 years of age	From the Chamber of Commerce, the U.S. Census, and Communication Consultant (Judith Buehe Communication) VT-Yes	195	Paid ad in several minority newspapers, and direct mailers to all property owners, residents, and other interested parties
District 10 Program Project Management	Project # 10-0L3200 & 10-0L3330 State Route 99 / Hammett & Kileman Interchange Projects	Caltrans Christina Hibbard	Public Information Meeting	Nick W. Blom Salida Regional Library, Salida, CA	Yes	To receive public input from communities/ public	11/10/09	Yes Hired two Spanish Interpreters	Yes. Translated the "Frequently Asked Questions" sheet, Comment sheet	6% Hispanic or Latino 94% Not Hispanic or Latino	16% Female, 84% Male 4% Asian/Pac Islander; 4% African American; 82% White; 4% Other; 11% disabled person; 12% under 40; 88% over 40	From the Chamber of Commerce, the U.S. Census, and Communication Consultant (Judith Buehe Communication) VT-Yes	82	Paid ad in several minority newspapers, and direct mailers to all property owners, residents, and other interested parties

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District 10 Program Project Management	Project # 10-0H910 Interstate 205/Lammers Road/Eleventh Street Interchange Project	Caltrans Scott Galdi	Public Information Meeting	Larch Clover Community Center, Tracy, CA	Yes	To receive public input from communities/public	12/8/09	Yes Hired one Spanish Interpreter	Yes. Translated the "Frequently Asked Questions" sheet, Comment sheet	4% Hispanic or Latino 96% Not Hispanic or Latino	18% Female, 42% Male 1% Asian/Pac Islander; 1% African American; 4% Hispanic; 54% White; 25% Under 40; 75% over 40	From the Chamber of Commerce, the U.S. Census, and Communication Consultant (Judith Buethe Communication) VT-Yes	60	Paid ad in several minority newspapers, and direct mailers to all property owners, residents, and other interested parties
District 10 Program Project Management	Project # 10-0Q080K Applegate Road Interchange Project	Merced County Assoc of Governments (MCAG)	Public Information Meeting.	Atwater Community Center, Atwater, CA	Yes	To receive public input from communities/public	1/21/10	No	No	5% Hispanic or Latino 95% Not Hispanic or Latino	16% Female, 84% Male 11% Asian/Pac Islander; 5% African American; 5% Hispanic; 79% White	Not known. VT-Yes	19	No.
District 10 Program Project Management	Project # 10-40350, SR 132 West Expressway	Caltrans Christina Hibbard	Public Hearing	SOS Club, Modesto, 819 Sunset Avenue, Modesto, CA 95351	Yes	To receive public input from communities/public	1/25/10	Spanish Interpreter was available	No	3% Hispanic or Latino 97% Not Hispanic or Latino	35% Female, 65% Male 6% African American, 3% Hispanic, 6% Asian, 85% white	Personal knowledge and past experience from communication consultant (Judith Buethe Communication) VT-Yes	70	Newspaper Ad, Direct Mailers, News releases and personal letters sent by D10 Director to elected officials, Web site, Announcements at Board Meeting of Local Partners
District 10 Program Project Management	Project # 10-0S1100 State Route 4 Crosstown Freeway Extension Project	Caltrans Scott Galdi	Public Hearing	George Washington Elementary School, Stockton, CA	Yes	To receive public input from communities/public	2/18/10	Yes Hired two Spanish Interpreters	Yes. Translated the "Frequently Asked Questions" sheet, Comment sheet	42% Hispanic or Latino 58% Not Hispanic or Latino	34% Female, 66% Male 6% American Indian or Alaskan Native; 15% African American; 48% Hispanic; 30% White; 29% under 40; 71% over 40	From the Chamber of Commerce, the U.S. Census, and Communication Consultant (Judith Buethe Communication) VT-Yes	35	Paid ad in several minority newspapers, and direct mailers to all property owners, residents, and other interested parties

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District 10 Program Project Management	Project # 10-0P810, Hilmar Bypass	Caltrans Subhash Johar	Public Meeting	Hilmar Grange Hall, 8188 Lander Avenue, Hilmar, CA 95324	Yes	To receive input on the Project Study Report	4/28/10	Yes, Interpreter provided by Merced County translated into Spanish	No	1 Hispanic or Latino, 33 Not Hispanic or Latino	A formal study of demographics, race, age etc. was not concluded	N/A	34	Postcards, flyers, utility bill inserts, Web site postings (MCAG Website), newspaper ads
District 10 Program Project Management	Project #: 10-0S800, Project ID: 10 0000 0263, North County Corridor	JPA Matt Machado	Public Scoping Meeting	Oakdale Community Center, 110 South Second Avenue, Oakdale 95361	Yes	To receive input on the Project Study Report	9/8/10	Yes, hired one Spanish interpreter	Yes, Spanish	No data collected yet - meeting in the future	No data collected yet - meeting in the future	No data collected yet - meeting in the future	No data collected yet - meeting in the future	Flyers, Postcards/direct mailers, newspaper ads
District 10 Program Project Management	Project # 10-0E530, Project ID: 10 0000 0025, Waggon Trail Project	Calaveras Council of Governments, Tim McSortey	Public Scoping Meeting	Bret Harte High school, 364 Murphies Grade Road, Angels Camp, CA	Yes	To receive input on the Project Study Report	9/9/10	No	No	No data collected yet - meeting in the future	No data collected yet - meeting in the future	No data collected yet - meeting in the future	No data collected yet - meeting in the future	Flyers, Postcards/direct mailers, newspaper ads
District 10 Program Project Management	Project #: 10-0S800, Project ID: 10 0000 0263, North County Corridor	JPA Matt Machado	Public Scoping Meeting	Salida Library, 4835 Sisk Road, Salida 95368	Yes	To receive input on the Project Study Report	9/13/10	Yes, hired one Spanish interpreter	Yes, Spanish	No data collected yet - meeting in the future	No data collected yet - meeting in the future	No data collected yet - meeting in the future	No data collected yet - meeting in the future	Flyers, Postcards/direct mailers, newspaper ads
District 11 Construction	Project 11-080104 Meeting	Caltrans Sam Feleke, Construction- in Claims Unit La Sonja Boulevard, Small Business	Mandatory Prebid Meeting for contractors, subcontractors, suppliers	Caltrans District 11, San Diego, CA	Yes	To gain optimum participation from W/DBE and Small Businesses	9/25/09	No	No	14 Hispanic/Latino 80 Non Hispanic	25 Females 69 Males 1 Asian 6 Black or African American 73 White 10 Under 40 84 Over 40 2 Under \$22,051 92 Over \$22,051	VT	94	Info included in contract provisions - Construction Web site - Announced at SBC meeting/flyers - Letters faxed to contractors who obtained bidder's documents - Email blasts

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District 11 Construction	Project 11-2T0404 Meeting	Caltrans Tony Karam, Construction-In Claims Unit La Sonja Bulwark, Small Business	Mandatory Prebid Meeting for contractors, subcontractors, suppliers	Caltrans District 11, San Diego, CA	Yes	To gain optimum participation from U/DBE and Small Businesses	4/1/10	No	No	15 Hispanic/Latino 41 Non Hispanic	10 Females 53 Males 2 Asian 5 Black or African American 56 White 15 Under 40 48 Over 40 63 Over \$22,051	VT	63	Info included in contract provisions - Construction Web site - Announced at SBC meeting/flyers - Letters faxed to contractors who obtained bidder's documents - Email blasts
District 11 Program Project Management	Calmentor Program	Caltrans	Small Business Outreach	District Office, 4050 Taylor Street, San Diego 92110	Kick-off Outreach Event	3/15/10	N/A	Small Business	CSU, SANDAG & Small Business Database	85	Fax, phone, mail and email			
District 11 Program Project Management	Calmentor Program	Caltrans	Small Business Outreach/ Monthly meetings	District Office, 4050 Taylor Street, San Diego 92110	Coordination of Program	7/1/10	N/A	Small Business	CSU, SANDAG & Small Business Database	21 Mentor/Protégé Pairings	Fax, phone, mail and email			
District 11 Program Project Management	A&E Networking Fair	Caltrans	Small Business Outreach Event	District Office, 4050 Taylor Street, San Diego 92110	Coordination of Event	Spring 2011	N/A	Small Business	CSU, SANDAG & Small Business Database	Expect 300+	Fax, phone, mail and email			
District 11 Environmental	257110 (1100000187) Public Meeting for release of Draft Environmental Impact Report/Environmental Impact Statement for the SR-76/Mission Road to I-15 Highway Improvements project	Caltrans Debby Soifer	Public Meeting (Public Input)	Bonsall Community Center, 31505 Old River Road, Bonsall	Yes	To receive public input on the Draft EIR/EIS	9/16/10	Yes Spanish Interpreter at meeting	Yes Translated the fact sheet and project informational handouts; newspaper ad in Spanish language newspaper					Paid ad in Spanish language newspaper
District 11 Environmental	Public hearings to receive public input and comments on the Draft Environmental Impact Report / Environmental Impact Statement (EIR/EIS) for the I-5 North Coast Corridor project	Caltrans Shay L Harrison	Public Meeting (Public Input)	Encinitas Community & Senior Center, Rm 142, 1140 Oakcrest Park Dr., Encinitas, CA 92024	Yes	To receive public input on the Draft EIR/EIS	7/27/10	Yes Spanish Interpreter at meeting	Yes Translated the fact sheet and project informational handouts; newspaper ad in Spanish language newspaper	19 Female, 15 Male, 1 Asian / Pac Islander, 22 White, 2 Hispanic, 2 disabled, 2 under 40, 41 over 40, income lever above \$22050 for all	Yes	279	Paid ad in Spanish language newspaper	

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District 11 Environmental	Public hearings to receive public input and comments on the Draft Environmental Impact Report / Environmental Impact Statement (EIR/EIS) for the I-5 North Coast Corridor project	Caltrans Shay L Harrison	Public Meeting (Public Input)	Westfield UTC Forum Hall, 4545 La Jolla Village Dr. Suite E25, San Diego, CA 92122	Yes	To receive public input on the Draft EIR/EIS	8/3/10	Yes Spanish Interpreter at meeting	Yes Translated the fact sheet and project informational handouts; newspaper ad in Spanish language newspaper	1 Male White over 40, income lever over \$22,050. All other meeting participants refused to complete the survey		No	93	Paid ad in Spanish language newspaper
District 11 Environmental	Public hearings to receive public input and comments on the Draft Environmental Impact Report / Environmental Impact Statement (EIR/EIS) for the I-5 North Coast Corridor project	Caltrans Shay L Harrison	Public Meeting (Public Input)	Faraday Center, Room 173A- 173B, 1835 Faraday Ave., Carlsbad, CA 92008	Yes	To receive public input on the Draft EIR/EIS	8/17/10	Yes Spanish Interpreter at meeting	Yes Translated the fact sheet and project informational handouts; newspaper ad in Spanish language newspaper	No surveys were distributed since the public finds them offensive		No	115	Paid ad in Spanish language newspaper
District 11 Environmental	Public hearings to receive public input and comments on the Draft Environmental Impact Report / Environmental Impact Statement (EIR/EIS) for the I-5 North Coast Corridor project	Caltrans Shay L Harrison	Public Meeting (Public Input)	Skyline Elementary School, Activity Room, 606 Lomas Santa Fe Drive, Solana Beach, CA 92075	Yes	To receive public input on the Draft EIR/EIS	8/24/10	Yes Spanish Interpreter at meeting	Yes Translated the fact sheet and project informational handouts; newspaper ad in Spanish language newspaper	No surveys were distributed since the public finds them offensive		No	258	Paid ad in Spanish language newspaper
District 11 Environmental	Public hearings to receive public input and comments on the Initial Study/Environmental Assessment (IS/EA) for the I-805 Managed Lanes North	Caltrans Katie Basinski	Public Meeting (Public Input)	Westfield UTC Forum Hall, 4545 La Jolla Village Dr. Suite E25, San Diego, CA 92122	Yes	To receive public input on Initial Study/Env Assessment IS/EA	2/23/10	Yes Spanish Interpreter at meeting	Yes Translated the fact sheet and project informational handouts; newspaper ad in Spanish language newspaper	100% Caucasian	All Caucasian	No	15	Paid ad in Spanish language newspaper
District 12 Construction	12-0G0304	Fred Hamidi/Data Pham	Pre-Construction Meeting	University Construction Field Office	Yes	Pre-construction discussions	10/29/09	Yes Spanish	Verbal- Spanish	1 Hispanic Male, 2 White Male	1 Hispanic Male over 40, 1 White Male under 40, 1 White Male over 40		3	Caltrans Email

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District 12 Design	OH1000 Outreach on the Public Participation for I-405 Widening Project	OCTA/Rose Casey	Open House (Public Input)	Community Center at Rossmore, CA	Yes	To receive public input from communities/ public	10/1/09	No	No	95% White, 5% Hispanics and Asian	60% Female, 40% Male	U.S. Census	25	Print Media, Direct Mailers
District 12 Division of Environmental Analysis	OH100/ Freeway Widening and Improvement Project	CT District 12 Smita Deshpande	Public Hearing	Fountain Valley Senior and Community Center, 17967 Bushard St., Fountain Valley, CA 92708	Yes	Provide project information to the public and receive input from the public	9/22/09	Interpreter and court reporter	No	Most were White	Most were White Senior citizens	Observation	24	Newspaper Advertisements in Excelsior (Spanish), Ngoui-Viet (Vietnamese), Long Beach Press-Telegram (English), Orange County Register (English); California's 46th District Bulletin Announcement; Public Mailing; Internet Web sites
District 12 Division of Environmental Analysis	OH100/ Freeway Widening and Improvement Project	CT District 12 Smita Deshpande	Public Hearing	Huntington Beach Library, 7111 Talbert Avenue, Huntington Beach, CA 92648	Yes	Provide project information to the public and receive input from the public	9/23/09	Interpreter and court reporter	No	Most were White	Most were White Senior citizens	Observation	9	Newspaper Advertisements in Excelsior (Spanish), Ngoui-Viet (Vietnamese), Long Beach Press-Telegram (English), Orange County Register (English); California's 46th District Bulletin Announcement; Public Mailing; Internet Web sites

Outreach to Communities

FFY 2010

District 12 Division of Environmental Analysis	OH100/ Freeway Widening and Improvement Project	CT District 12 Smita Deshpande	Public Hearing	Westminster Community Center - A/B Room, 8200 Westminster Avenue, Westminster, CA 92683	Yes	Provide project information to the public and receive input from the public	9/30/09	Interpreter and court reporter	No	Most were White	Most were White Senior citizens	Observation	29	Newspaper Advertisements in Excelsior (Spanish), Ngoui-Viet (Vietnamese), Long Beach Press- Telegram (English), Orange County Register (English); California's 46th District Bulletin Announcement; Public Mailing; Internet Web sites
District 12 Division of Environmental Analysis	OH100/ Freeway Widening and Improvement Project	CT District 12 Smita Deshpande	Public Hearing	Rush Park Auditorium, 3021 Blume Drive, Rossmoor, CA 90720	Yes	Provide project information to the public and receive input from the public	10/1/09	Interpreter and court reporter	No	Most were White	Most were White Senior citizens	Observation	12	Newspaper Advertisements in Excelsior (Spanish), Ngoui-Viet (Vietnamese), Long Beach Press- Telegram (English), Orange County Register (English); California's 46th District Bulletin Announcement; Public Mailing; Internet Web sites