



TO: President Gardiner and Members of the Town Council

FROM: Jill E. DiTommaso, PE  
Deputy Town Manager

DATE: November 20, 2023

RE: 2024 Update to Title VI Implementation Plan

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### **Background**

Title VI of the Civil Rights Act of 1964 provides that no person shall be excluded from participation in, denied benefits of, or subjected to discrimination under any program or activity receiving federal financial assistance on the grounds of race, color, age, sex, sexual orientation, gender identity, disability, national origin, religion, income status, or limited English proficiency. As a recipient of federal funds, the Town is required to prepare and update a Title VI Implementation plan.

In 2017, the Town Council adopted a Title VI Implementation Plan. The structure and contents of the plan were mandated by INDOT. The plan accomplishes the following:

- Affirms the Town of Munster's commitment to nondiscrimination in its program, policies, and activities;
- Names Deputy Town Manager Jill DiTommaso as the Title VI Coordinator;
- Establishes a complaint procedure that a resident or employee may use if they feel they have been subjected to discrimination under any Town of Munster service, program or activity;
- Affirms the Town of Munster's commitment to environmental justice, ensuring programs or activities receiving federal funding that affect human health or the environment do not directly or through other arrangements use criteria, methods, or practices that discriminate on the basis of race, color, or national origin;
- Establishes a Limited English Proficiency Policy to address the responsibilities of the Town as they relate to the needs of individuals with limited English language skills; and
- Establishes expectations for collecting and reporting data on any Title VI complaints received.

### **Methodology**

The Title VI Implementation Plan has been reviewed and updated for 2024.

The approved plan will be posted on the Town's website and kept in paper copy in the Town Manager's office.

### **Recommendation**

By motion and voice vote, approve the 2024 Title VI Implementation Plan as presented.