

Central Yavapai Metropolitan Planning Organization

Title VI Accomplishments

July 1, 2024 – June 30, 2025 Summary of Outreach

The Central Yavapai Metropolitan Planning Organization (CYMPO) is committed to ensuring that no person is discriminated against on the grounds of race, color, national origin, sex, age, disability, limited English proficiency, or low-income status as provided by Title VI of the Civil Rights Act of 1964, The Civil Rights Restoration Act of 1987, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990 (ADA), Executive Order 12898 (Environmental Justice), Executive Order 13166 (Limited Proficiency), Code of Federal Regulations 49 Part 21, Code of Federal Regulations 23 part 200, and Code of Federal Regulations Part 303.

The Central Yavapai Metropolitan Planning Organization (CYMPO) strives to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not. As a sub-recipient of federal funding, CYMPO is responsible for initiating and monitoring Title VI activities, preparing required reports, technical assistance and training. CYMPO's contractors/consultants must also comply with this policy.

CYMPO Executive Board Meetings

At all Executive Board meetings, CYMPO posts the "Title VI Notice to the Public" and makes available as handouts "Your Rights Under Title VI" and "Self-Identification Survey".

The CYMPO Executive Board holds meetings on the fourth Wednesday of every month, effective January 2024, as noted below. The meetings were held on the following dates:

- July 24, 2024
- September 30, 2024
- November 20.2024
- February 26, 2025
- March 26, 2025
- May 28, 2025
- June 25, 2025

Agendas for the above meetings were posted at least two days (24 Hours) prior to the meeting at the following locations:

- CYMPO website: www.CYMPO.org
- CYMPO Administration Office:
1971 Commerce Center Circle, Suite E
Prescott, Arizona

The annual calendar was published on the CYMPO website in January of 2025. The notice states the date and time of the meetings as well as the meeting location. Information as to where the agendas are posted is provided as well as the following statement:

The below statement is included on all public meeting agendas:

“CYMPO endeavors to make all public meetings accessible to persons in need of foreign language assistance or with disabilities. Please call (928)442-5730 or e-mail kaline.hutchinson@yavapaiaz.gov 72 hours prior to the meeting to request reasonable accommodation to participate in this meeting.”

Meeting activities include, but are not limited to: approving previous meeting minutes, professional services agreements and federally required documents; discussing and planning various transportation related activities; receiving public comments on local transportation issues.

CYMPO Technical Advisory Committee (TAC)

At all TAC meetings, CYMPO posts the “Title VI Notice to the Public” and makes available as handouts “Your Rights Under Title VI” and “Self-Identification Survey”.

The CYMPO TAC holds meetings on the second Wednesday of every month, effective January 2024, as noted below. The meetings were held on the following dates:

- September 11, 2024
- November 13, 2024
- February 12, 2025
- March 12, 2025
- May 14, 2025
- June 11, 2025

Agendas for the above meetings were posted two days (24 Hours) prior to the meeting at the following locations:

- CYMPO website: www.CYMPO.org
- CYMPO Administration Office
1971 Commerce Center Circle, Suite E
Prescott, Arizona

The annual calendar was published on the CYMPO website in January of 2025. The notice states the date and time of the meetings as well as the meeting location. Information as to where the agendas are posted is provided as well as the following statement:

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Meeting activities include, but are not limited to approving previous meeting minutes, making recommendations to the Executive Board on professional services agreements, federally required documents and various planning and transportation related activities as well as receiving public comments on local transportation issues.

Title VI Training

Title VI training is provided annually to CYMPO staff members, committees, and subrecipients. In 2024, training took place for the TAC on June 12th, and the Executive Board on June 26th. Additional trainings are scheduled on an as-needed basis throughout the year.

Complaint Procedures

To date, CYMPO has not received any complaints relating to Title VI.

Reviews

Program Area Reviews

Metropolitan Transportation Improvement Program (MTIP)

CYMPO's final draft of the FY22-26 MTIP was adopted on November 2, 2021. The following amendments have been processed in FY24:

- Amendment 13 – November 20, 2024
- Amendment 14 – March 26, 2025
- Amendment 15 (administrative) – March 27, 2025

Unified Planning Work Program (UPWP)

CYMPO's final draft of the FY24-25 UPWP was adopted on May 17, 2023. Since the Board's approval in May of 2023, the following amendments have been processed in FY24:

- Amendment 1 – February 28, 2024
- Amendment 2 – March 27, 2024
- Amendment 3 – May 22, 2024

- Amendment 4 – June 26, 2024
- Amendment 5 (administrative) – September 23, 2024
- Amendment 6 – March 26, 2025

The adoption of the FY26-27 UPWP took place in May 2025. CYMPO's Final Approved FY26-27 UPWP can be found on CYMPO's website (www.CYMPO.org).

Regional Transportation Plan

CYMPO initiated the 2050 Regional Transportation Plan. The project was adopted by the Executive Board on June 25, 2025.

Subrecipient Reviews

In FY25, CYMPO did not have any subrecipients.

Annual Data Collection/Reporting/Analysis

The Title VI Coordinator will provide review of a minimum of one transportation-related program area annually to help ensure Title VI compliance in their programs and activities. In fiscal year 2025, the 2050 Regional Transportation Plan was reviewed. With the help of CYMPO's attorney, the contract was reviewed to ensure the most current language and assurances were provided.

Central Yavapai Metropolitan Planning Organization

Title VI FY 2026 Goals

For the 2026 Fiscal Year CYMPO will endeavor to accomplish the following goals:

- Continue to conduct a review of Program Areas at a minimum of once a year, and review Sub-recipients once a year, if applicable
- Continue posing Title VI Compliance Notification at each meeting
- Continue to make available "Self-Identification Survey" available at in-person meetings and on the CYMPO website
- Continue to update website with any changes to Title VI materials
- Continue to use virtual tools to allow for virtual public engagement
- Continue making meetings accessible to persons in need of foreign language assistance
- Continue making meetings accessible to persons with disabilities
- Continue to provide Title VI training to the CYMPO Executive Board and TAC on an annual basis

- Attend Title VI Training, including how Limited English Proficient procedures are incorporated into Public Involvement for FHWA-related programs and activities
- Update current Title VI Plan in accordance with ADOT, FTA and FHWA requests