



TITLE VI E-News



March 2015

Tennessee Department of Transportation Civil Rights Office

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Tennessee Department of Transportation

John Schroer, Commissioner

Deborah Luter, Civil Rights Office Director
Deborah.Luter@tn.gov

Cynthia Howard, Title VI Program Director
Cynthia.Howard@tn.gov

Sylvia Odum, Title VI Program Coordinator
Sylvia.Odum@tn.gov

Pamela Sharp, Title VI Program Specialist
Pamela.Sharp@tn.gov

Kelsey Finch, Title VI Program Specialist
Kelsey.Finch@tn.gov

Peggy Nolan, Administrative Assistant
Peggy.Nolan@tn.gov

Civil Rights Office Mission Statement

The Mission of the Civil Rights Office is to ensure adherence to Equal Employment Opportunities, Title VI, Small and Disadvantaged Business Initiatives.

2015 TDOT Annual Title VI Employee Training

As many of you are aware, the TDOT Annual Title VI Employee Training begins April 1, 2015. The CRO will be introducing a new and improved module, one that you all helped to develop through the feedback provided. Pamela Sharp, CRO Title VI Specialist consulted with Becky Fraktman, David Halem and Carmen Johnson from the Information Technology Division, Avery Poor from Human Resource Division. They transformed the existing Microsoft PowerPoint into an interactive e-learning training.

Through the use of new software, Adobe Captivate, the module is enhanced. The Title VI training and its content are more engaging and effective. The software effectively created a quiz that is interactive. Although the quiz is not scored, participants must provide the correct answer before advancing to the next slide.

In addition to Adobe Captivate, Sharepoint was added to assist with reporting efforts. With this addition, employees who have completed the training can be easily tracked.

The CRO would like to express our sincere gratitude to the IT and HR staff for assisting with developing the 2015 Title VI training module. And we thank you for your comments and suggestions.



2015 DOTs Virtual Civil Rights Symposium

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Title VI training plays a vital role in the effectiveness of any Title VI Program. Recognizing this, the CRO provides training to TDOT employees and subrecipients to minimize the potential for Title VI discrimination complaints in federally funded programs and activities. In order for CRO Title VI program staff members to stay up-to-date on federal and state directive changes, discrimination trends, initiatives, and best practices utilized throughout the transportation industry, it's necessary for staff to train as a well.

In February the Title VI staff participated in a virtual symposium entitled: 2015 Department of Transportation's Virtual Civil Rights Symposium Speaking with One Voice: Connecting the DOTs. The symposium was hosted by the Civil Rights Division, Federal Compliance and Coordination Section, Disability Rights Division of the U.S. Department of Justice, the Department of Housing and Urban Development, U.S. Department of Labor, and EEOC.

The three-day symposium delivered virtual training on a variety of topics. Most of the training consisted of moderated panel discussion. All of which allowed participants to discuss their respective programs and participate in group discussions.

The Title VI staff benefited greatly from the training. Having an opportunity to see what other State DOTs are doing and getting interactive guidance from the federal agencies helps TDOT's CRO Title VI Program staff ensure that our program is conducted in accordance with federal mandates.





2015 Solicitation for Proposals for NSTI Program

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The Tennessee Department of Transportation is partnering with the Federal Highway Administration in soliciting proposals from accredited colleges/universities to host the 2015 National Summer Transportation Institute program. The NSTI program's objectives are to improve STEM (Science, Technology, Engineering, and Math) skills, provide awareness to middle and high school students (rising 9-12 graders) – particularly minority, female and disadvantaged youth – about transportation careers, and encourage participants to consider transportation-related courses of study in their pursuit of higher education. The program can be either residential or a student day

program, with a minimum of 15 participants. The program range is typically 2 - 4 consecutive weeks. The requested FHWA budget should not exceed \$55,000. Deadline to submit a proposal is Friday, March 13, 2015, by 4:00 pm. Please visit <http://www.tdot.state.tn.us/civil-rights/titlevi/> for the 2015 NSTI electronic application materials and more information on the 2015 NSTI program. Proposals should be emailed to TDOT.Title.VIProgram@tn.gov. For questions regarding the proposal, please contact Pamela Sharp, Title VI Specialist, for the TDOT Civil Rights Office, by phone at 615.741.3681 or by email at Pamela.sharp@tn.gov.

Interesting Transportation Facts Commemorating Black History Month

Granville T. Woods 1865 -1910

Invented the multiplex telegraph, which allowed for the tracking and communication of moving trains.

Garrett A. Morgan 1875 -1963

Designed the Automatic Traffic Signal, a precursor to today's traffic light.

Bessie Coleman 1892 -1926

First African American Female Pilot





Quarterly Advisory Committee and Liaison Meeting

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In December the Title VI Program staff held its quarterly Title VI Liaison meeting and the Title VI Advisory meeting. Staff reserves the end-of-the-year meetings to finalize the year's activities, forecast initiatives for the upcoming year, and most importantly, show staff's appreciation for the committee members.



Title VI Director, Cynthia Howard, speaking to Liaisons

To finalize the year's activities, staff announced FHWA's approval of the 2014 – 2015 Title VI Implementation Plan. This plan details TDOT's Title VI compliance efforts, to include, Title VI Program Initiatives. The approved 2014 – 2015 Title VI Compliance Plan Manual can be found at: <http://www.tdot.state.tn.us/civil-rights/titlevi/>.



Food for thought

Staff discussed future plans to work with TDOT's Human Resource Office and IT, to further automate the Title VI Employee Training Module, which could entail selecting software.

To close out the meeting, staff discussed the roles and responsibilities of both committees, delineating the differences in the committees' functions.



TDOT Title VI Advisory Committee

Following, the business portion of the meeting staff thanked the members and provided light refreshments.