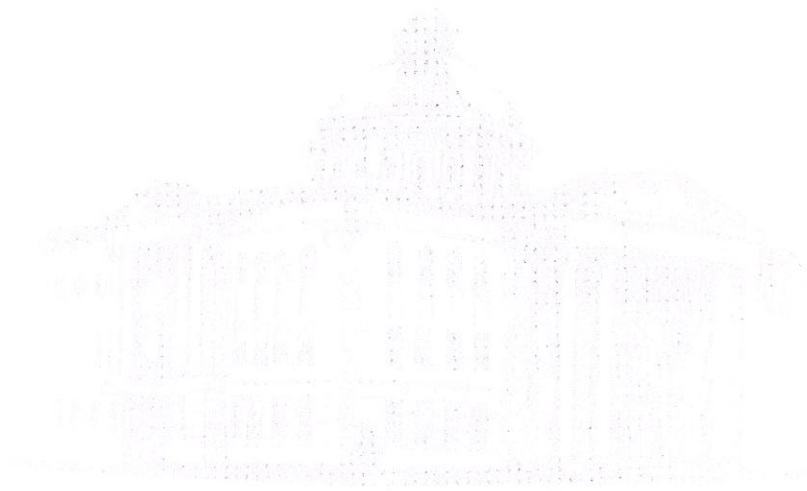


BOONE
INDIANA
C O U N T Y



BOONE COUNTY
Title VI Implementation Plan 2025

Table of Contents

I.	Introduction.....	3
II.	Boone County Title VI Non-Discrimination Notice & Policy	3
III.	Title VI Assurances & Implementation	4
IV.	Boone County Organization and Staffing	5
V.	Overview of Title VI Program: Data Collection, Analysis & Reporting.....	6
VI.	Complaints of Discrimination.....	6
VII.	Environmental Justice Analysis & Reports	8
VIII.	Limited English Proficiency (LEP) Policy	8
IX.	Summary of LEP Accommodation Plan.....	9
X.	Title VI Training.....	9
XI.	Public Involvement & Data Collection	10
XII.	Community Involvement & Outreach.....	10
XIII.	Review of Program Area	11
XIV.	Appendices	11
	Appendix A: Assurances	12
	Appendix B: Contracts	15
	Appendix C: Clauses for Deeds Effecting or Recording the Transfer of Real Property, Structures or Improvement	17
	Appendix D: Clauses for Deeds, Licenses, Leases, Permits or Similar Instruments	19
	Appendix E: Employee Acknowledgement	
	Appendix F: Complaint Process	22
	Appendix G: Voluntary Public Involvement Survey	26
	Appendix H: Public Outreach Examples	26
	Appendix I: Title VI Training.....	27
	Appendix J: Title VI Goals & Accomplishments Report.....	32
	Appendix K: Title VI Implementation Plan Adoption	33

I. Introduction

This Title VI Implementation Plan is a part of the Boone County continual and ongoing effort to proactively meet and exceed the minimum compliance requirements established under Title VI of the Civil Rights Act of 1964 (“Title VI”), 49 CFR § 26, and the related anti-discrimination statutes and regulations. With this Implementation Plan, Boone County seeks to provide continued transparency, clarity, and technical guidance for internal and external constituents regarding its Title VI program.

II. Boone County Title VI Non-Discrimination Notice & Policy

Boone County values each individual’s civil rights and wishes to provide equal opportunity and equitable service for the citizens of this state. As a recipient of federal funds, Boone County conforms to Title VI and all related statutes, regulations, and directives, which provide 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 from Boone County on the grounds of race, color, age, sex, sexual orientation, gender identity, disability, national origin, religion, income status or limited English proficiency. Boone County further assures every effort will be made to ensure nondiscrimination in all of its programs and activities, regardless of whether those programs and activities are federally funded.

It is the policy of Boone County to comply with Title VI of the Civil Rights Act of 1964; Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e; Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107; Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. §§ 4601-4655; 1973 Federal Aid Highway Act, 23 U.S.C. § 324; Title IX of the Education Amendments of 1972, Pub. L. No. 92318, 86 Stat. 235; Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §§ 701 *et. seq.*; Civil Rights Restoration Act of 1987, Pub. L. No. 100-259, 102 Stat. 28; Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq.*; Title VIII of the Civil Rights Act 1968, 42 U.S.C. §§ 3601-3631; Exec. Order No. 12898, 59 Fed. Reg. 7629 (1994) (Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations); and Exec. Order No. 13166, 65 Fed. Reg. 50121 (2000) (Improving Access to Services for Persons with Limited English Proficiency).

The Civil Rights Restoration Act of 1987, Pub. L. No. 100-259, 102 Stat. 28, broadened the scope of Title VI coverage by expanding the definition of terms “programs or activities” to include all programs or activities of federal-aid recipients, sub-recipients and contractors/consultants, regardless of whether such programs and activities are federally assisted. Pursuant to the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. No. 93-112, 87 Stat. 355, Boone County hereby gives assurance that no qualified disabled person shall, solely by reason of disability, be excluded from participation in,

be denied the benefits of or otherwise be subjected to discrimination, including discrimination in employment, under any program or activity that receives or benefits from this federal financial assistance.

Boone County also assures that every effort will be made to prevent discrimination through the impacts of its programs, policies and activities on minority and low-income populations. In addition, Boone County will take reasonable steps to provide meaningful access to services for persons with limited English proficiency ("LEP"). Boone County will, where necessary and appropriate, revise, update and incorporate nondiscrimination requirements into appropriate manuals, directives and regulations.

Whenever Boone County distributes federal-aid funds to a second-tier sub-recipient, Boone County will include Title VI language in all written agreements.

The following individual has been identified as Boone County's Title VI Coordinator and is responsible for initiating and monitoring Title VI activities, preparing reports and performing other responsibilities, as required by 23 C.F.R. § 200 and 49 C.F.R. § 21.

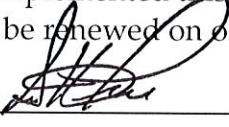
Beth Copeland
County Attorney/Title VI Coordinator
116 W. Washington St.
Lebanon, IN 46052
bcopeland@co.boone.in.us
or phone: 765.483.4492

Boone County affirms its commitment to nondiscrimination annually by publishing its Annual Title VI Implementation Plan and reaffirming its Assurances of Nondiscrimination.

III. Title VI Assurances & Implementation

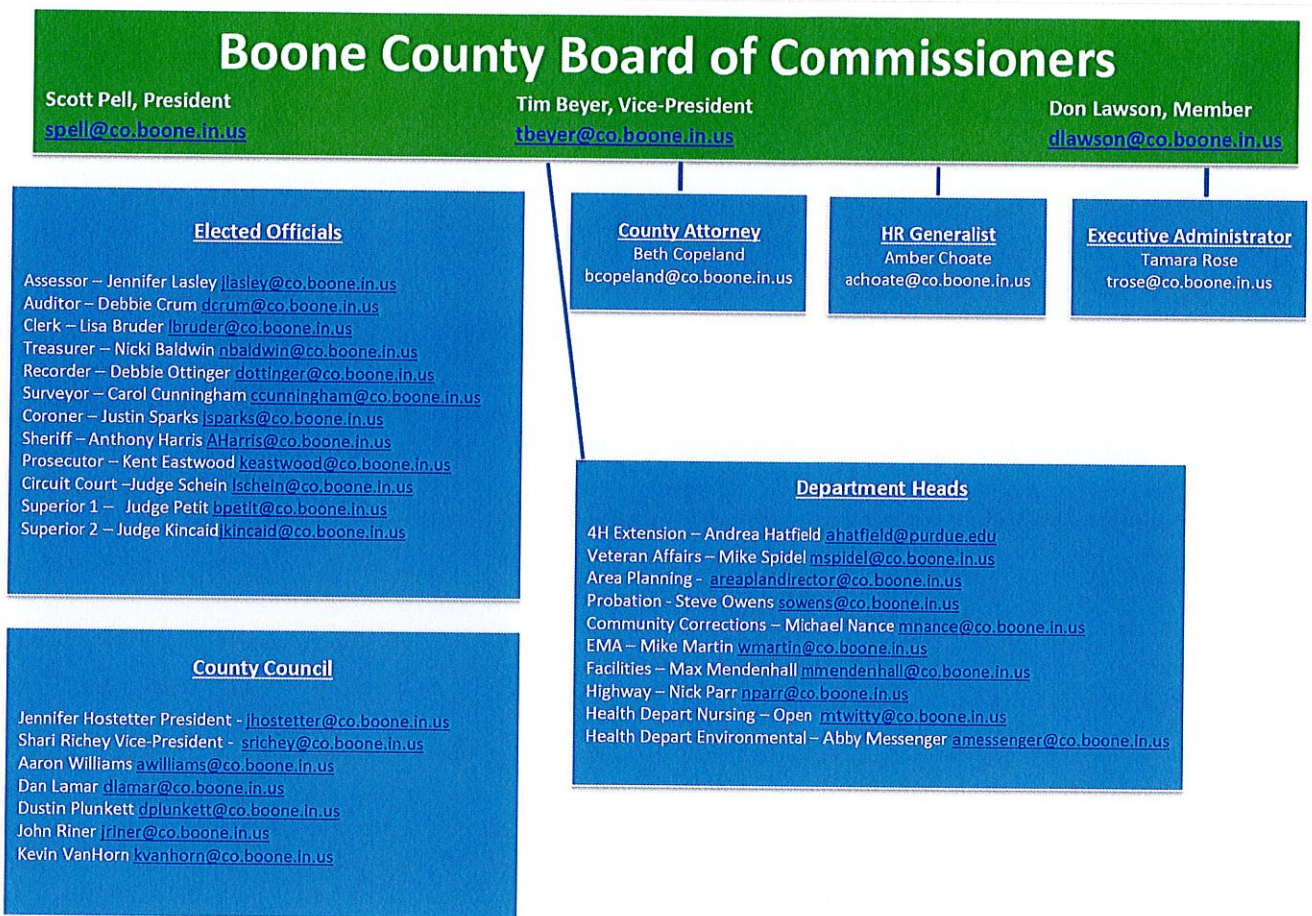
Fully executed (Signed) Assurances are included in **Appendix A** and integrated into this document. This Title VI Implementation Plan has been adopted, implemented and is being adhered to by Boone County.

Boone County has implemented this plan by Resolution, and it is effective for plan year 2026. This plan will be renewed on or before September 1, 2026.

Signed by:  Date: 09/15/2025
Scott Pell
President, Boone County Board of Commissioners

The individual above is a duly authorized representative of Boone County.

III. Boone County Organization and Staffing



V. Overview of Title VI Program: Data Collection, Analysis & Reporting

The type of data collected is dependent on the program area's objective. Boone County collects various types of data to ensure compliance with Title VI. Some information is collected for a period of time with the objective of determining what data needs to be collected.

The following types of data are currently being collected by Boone County:

- Complaints received, logged, processed, and investigated by Boone County
- Environmental Justice analysis and reports
- Limited English Proficiency reports
- Title VI Training
- Public Involvement Survey
- Records of meeting minutes and discussions related to Title VI in all program areas.
- Boone County collects data related to specific program areas being reviewed this year for disparate/disproportionate impacts or other evidence of potential discrimination or discriminatory outcomes.

VI. Complaints of Discrimination

How to File a Complaint?

While a Complainant may preliminarily submit his or her complaint by online form submission, mail, facsimile, or email to the Title VI Coordinator, a signed, original copy of the complaint must be mailed to the Title VI Coordinator to officially begin the complaint process. Any person with a disability may request to file his or her complaint using an alternative format. Boone County does not require a Complainant to use the Boone County complaint form when submitting his or her complaint.

Direct all complaints of discrimination pursuant to Title VI to:

Beth Copeland
County Attorney/Title VI Coordinator
116 W. Washington St.
Lebanon, IN 46052
bcopeland@co.boone.in.us
or phone: 765.483.4492

Elements of a Complete Complaint

A complaint must be both written and signed to be complete. Verbal complaints must be reduced to writing and provided to the Complainant for confirmation, review and

signature before processing. The complaint form is available for download from the Boone County website at www.boonecounty.in.gov.

Additionally, a complaint must include the following information:

- The full name and address of the Complainant;
- The full name and address of the Respondent, the individual, agency, department or program that allegedly discriminated against the Complainant; and
- A description of the alleged discriminatory act(s) that violated Title VI (i.e., an act of intentional discrimination or one that has the effect of discriminating on the basis of race, color, national origin, sex, age or disability) and the date of occurrence(s).

Processing Complaints

The Title VI Coordinator will process all complaints. The Title VI Coordinator is responsible for:

- Reviewing the complaint upon receipt to ensure that all required information is provided, the complaint meets the filing deadline date which is no more than 180 days from the date the alleged discriminatory act occurred and falls within the jurisdiction of the County.
- Investigating the complaint. If the complaint warrants a full investigation, the Complainant will be notified in writing by certified or electronic mail. This notice will name the investigator and/or investigating agency.
- The party alleged to have acted in a discriminatory manner will also be notified by certified mail of the complaint. This letter will also include the investigator's name and will request that this party be available for an interview.
- Any comments or recommendations from legal counsel will be reviewed by the Title VI Coordinator, and the Commissioners.
- Once the County has investigated the report's findings, the County will adopt a final resolution.
- All parties associated with the complaint will be properly notified of the outcome of the County's investigative report.
- If the complainant is not satisfied with the results of the investigation of the alleged discriminatory practice(s), she/he shall be advised of their right to appeal the County's decision. Appeals must be filed within 180 days after the County's final resolution. Unless new facts not previously considered come to light, reconsideration of the County's determination will not be available.
- The foregoing complaint resolution procedure will be implemented in accordance with the Department of Justice guidance manual entitled 'Investigation Procedures Manual for the Investigation and Resolution of Complaints Alleging

Violations of Title VI and Other Nondiscrimination Statutes, available online at: <http://www.iustice.gov/crt/about/cor/Pubs/manuals/complain.pdf>.

VII. Environmental Justice Analysis & Reports

In accordance with Title VI of the Civil Rights Act of 1964, each federal agency shall ensure that all programs or activities receiving federal financial assistance 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. Part of Title VI reads, “No person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance.”

The three fundamental environmental justice (EJ) principles are:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process; and
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority populations and low-income populations.

Boone County is committed to these three environmental justice principles in all work that the County performs.

VIII. Limited English Proficiency (“LEP”) Policy

On August 11, 2000, the President signed an executive order, Executive Order 13166: Improving Access to Service for Persons with Limited English Proficiency (“LEP”), to clarify Title VI of the Civil Rights Act of 1964. It has as its purpose, to ensure meaningful access to programs and services to otherwise eligible persons who are not proficient in the English language. In addition, the US Department of Transportation published Policy Guidance Concerning Recipients’ responsibilities to LEP Persons in the December 14, 2005 Federal Register. This guidance outlines the following four factors that the County uses to access the LEP populations in Boone County.

1. The number and proportion of LEP persons eligible to be served or likely to be encountered by the County.
2. The frequency with which LEP individuals come into contact with the program, activity or service.

3. The nature and importance of the program, activity, or service provided by the program.
4. The resources available to the County and costs.

In addition, Boone County has not implemented the safe harbor provision whereby it identifies and translates all vital documents into any language where the 5% threshold is met, whereby 5% or more of the population in the county both:

- Do not speak English very well AND
- Primarily speak another specific language as identified in current census data or other publicly available records.

IX. Summary of LEP Accommodation Plan

- Boone County strives to serve its population to the best of its ability and will provide upon request, services to assist the LEP population including translation of vital documents and interpretation services deemed necessary to provide meaningful access to County services.
- A U.S. Census Bureau I Speak card is available as part of this document. This card allows LEP individuals to communicate their preferred language to County staff whereas County Staff may then access a translation service as determined by the County.
- Boone County utilizes a voluntary public involvement survey to collect information regarding persons affected by proposed projects. The survey permits respondents to remain anonymous, while voluntarily answering questions regarding their gender, ethnicity, race, age, sex, disability status, and household income. Once the survey data has been collected, it will be reviewed and then the survey will be placed in a file for future reference. In the case enough surveys are collected over time to show a significant increase in LEP populations, the County may consider changes to their LEP policy. Completed surveys shall be retained for a period of three years from the date of the meeting and/or completion of the related project, if applicable.
- The County reviews written Title VI complaints and ensures every effort is made to resolve complaints informally at the local or regional level and review and update the County's Title VI plan and procedures as required.
- Staff for the County will be provided training on the requirements for providing meaningful access to services for LEP persons and new employees will receive the same training.

X. Title VI Training

Employer/Employee Dissemination & Training

At the time of Hire (and annually to all employees if applicable): Title VI policy education and literature will be provided to all Boone County employees. Boone County employees

will be required to sign an acknowledgement of receipt indicating they have received and reviewed Title VI policy guidelines. New employees will be provided with education and literature at new employee orientation. Employees will be provided with updated education and literature as Boone County deems necessary.

Ongoing training will be provided to current employees: Current employees will receive annual training and consist of reading the policies, which are provided in person.

Employees will be expected to follow the Title VI policy and the guidelines set forth. Additionally, Boone County employees should make every effort to alleviate any barriers to service or public use that would restrict public access or usage, take prompt and reasonable action to avoid or minimize discrimination incidences and immediately notify the Title VI Coordinator, in writing, of any questions, complaints or allegations of discrimination.

XI. Public Involvement & Data Collection

Pursuant to 23 CFR 200.9(b)(4), Boone County shall collect and analyze statistical information regarding demographics to assist in monitoring and ensuring nondiscrimination in all of its programs and activities.

Boone County shall utilize a voluntary Title VI public involvement survey that will be available at all public hearings and meetings. The survey will allow respondents to remain anonymous. The survey will ask questions regarding the respondent's gender, ethnicity, race, age, income and if they are disabled. The facilitator of the public hearings and meetings will make an announcement at the beginning of the meeting informing attendees of the survey and its purpose. A request will be made for the attendees to complete the voluntary survey.

Completed surveys will be retained by the Title VI Coordinator for three (3) years.

The Title VI Coordinator will also collect and report statistical data for the past three (3) years as it relates to the number of federally funded projects, complaints filed and the results of those complaints, any requests for language services, demographic statistics and department compliance reviews.

XII. Community Involvement & Outreach

Boone County is committed to ensuring that community involvement and outreach is done in a respectful and appropriate manner that will allow for diverse involvement. Public meetings, programs and activities will provide equitable opportunities for participation.

The Board of Commissioners for Boone County hosts bi-monthly meetings, and those meetings are open to the public. Any meetings that are open to the public are published on Boone County website's main page.

All Boone County public meetings are held in locations accessible to individuals with disabilities. Upon request, translators can be provided free of charge to those individuals with limited English proficiency. Auxiliary aids are also available upon request. Requests must be made within forty-eight (48) hours in advance.

Also published on the Boone County website are various meeting agendas, meeting minutes, notices, events, and news. Some departments within Boone County utilize signage, media, and social media websites as another avenue to communicate with the community.

XIII. Review of Program Area

This section outlines annual goals and accomplishments as set forth by Boone County to comply with Title VI requirements and statutes. This list will be monitored for updates and additions on an annual basis. The report is in **Appendix I**.

IXV. Appendices

Appendix A: Assurances

Appendix B: Contracts

Appendix C: Clauses for Deeds Effecting or Recording the Transfer of Real Property, Structures or Improvement

Appendix D: Clauses for Deeds, Licenses, Leases, Permits or Similar Instruments

Appendix E: Employee Acknowledgement

Appendix F: Complaint Process

Appendix G: Voluntary Public Involvement Survey

Appendix H: Public Outreach Examples

Appendix I: Title VI Training

Appendix J: Title VI Goals & Accomplishments Report

Appendix K: Title VI Implementation Plan Adoption

Appendix A: Assurances

Title VI Assurances

Boone County (hereinafter referred to as the “Recipient”) HEREBY AGREES THAT as a condition to receiving any Federal financial assistance from the Department of Transportation and the Federal Highway Administration, it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations (CFR), Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes – Implementation and Review Procedures (hereinafter referred to as the Regulations) and other pertinent nondiscrimination authorities and directives, to the end that in accordance with the Act, Regulations, and other pertinent nondiscrimination authorities and directives, no person in the United States shall, on the grounds of religion, race, color, or national origin, sex (23 USC 324), sexual orientation, gender identity (Executive Order 13672), age (42 USC 6101), disability/handicap (29 USC 790) and low income (Executive Order 12898) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department of Transportation, including the Federal Highway Administration, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by Title 49 Code of Federal Regulations, subsection 21.7(a)(1) and Title 23 Code of Federal Regulations, section 200.9(a)(1) of the Regulations, copies of which are attached.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to its Federal Aid Highway Program.

1. That the Recipient agrees that each “program” and each “facility” as defined in 49 CFR subsections 21.23(e) and (b) and 23 CFR 200.5(k) and (g) of the Regulations, will be (with regard to a “program”) conducted, or will be (with regard to a “facility”) operated in compliance with all requirements imposed by, or pursuant to, the Regulations.
2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all Federal-Aid Highway Programs and, in adapted form in all proposals for negotiated agreements:

The Indiana Department of Transportation (INDOT), in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and

Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation and Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes, issued pursuant to such Acts, hereby notifies all bidders that it will affirmatively insure that in any contact entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of religion, race, color, national origin, sex, sexual orientation, gender identity, age, disability/handicap and low income in consideration for an award.

3. That the Recipient shall insert the clauses of **Appendix A** of this assurance in every contract subject to the Acts and the Regulations.
4. That the Recipient shall insert the clauses of **Appendix B** of this assurance, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over or under such property.
7. That the Recipient shall include the appropriate clauses set forth in **Appendix C** of this assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under the Federal-Aid Highway Program; and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under the Federal-Aid Highway Program.
8. That this assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the. Federal financial assistance is to provide, or is in the form of, personal property, or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.
9. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest, and other participants of Federal

financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.

THIS ASSURANCE is given in consideration of, and for the purpose of, obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Recipient Department of Transportation under the Federal-Aid Highway Program and is binding on it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest and other participants in the Federal-Aid Highway Program. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.

Signed by: _____ Date: _____

Scott Pell

President, Boone County Board of Commissioners

Appendix B: Contracts

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

- (1) Compliance with Regulations:** The contractor shall comply with the Regulation relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (hereinafter, “DOT”) Title 49, Code of Federal Regulations, Part 21, and the Federal Highway Administration (hereinafter “FHWA”) Title 23, Code of Federal Regulations, Part 200 as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- (2) Nondiscrimination:** The Contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of religion, race, color, national origin, sex, sexual orientation, gender identity, age, disability/handicap and low income in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by 49 CFR, section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in **Appendix B** of the Regulations.
- (3) Solicitations for Subcontractors, Including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor’s obligations under this contract and the Regulations relative to nondiscrimination on the grounds of religion, race, color, national origin, sex, sexual orientation, gender identity, age, disability/handicap and low income.
- (4) Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Indiana Department of Transportation (INDOT) or the FHWA to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to INDOT or the FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5) Sanctions for Noncompliance:** In the event of the contractor’s noncompliance with the nondiscrimination provisions of this contract, INDOT shall impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:

 - (a) withholding of payments to the contractor under the contract until the contractor complies, and/or

- (b) cancellation, termination, or suspension of the contract, in whole or in part.
- (6) Incorporation of Provisions:** The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

The contractor shall take such action with respect to any subcontract or procurement as INDOT or the FHWA may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Indiana Department of Transportation to enter into such litigation to protect the interests of the Indiana Department of Transportation and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Appendix C:
Clauses for Deeds Effecting or Recording the Transfer of Real Property, Structures or Improvement

The following clauses shall be included in any and all deeds effecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States.

GRANTING CLAUSE

NOW, THEREFORE, the Department of Transportation, as authorized by law, and upon the condition that Boone County will accept title to the lands and maintain the project constructed thereon, in accordance with Title 23, United States Code of Federal Regulations, the Regulations for the Administration of Federal-Aid Highway Programs and the policies and procedures prescribed by FHWA, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation and Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C..2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto Boone County all the right, title and interest of the Department of Transportation in and to said lands described in Exhibit "A" attached hereto and made a part hereof.

HABENDUM CLAUSE

TO HAVE AND TO HOLD said lands and interests therein unto Boone County and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and shall be binding on Boone County, its successors and assigns.

Boone County, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of religion, race, color, national origin, sex, sexual orientation, gender identity, age, disability/handicap and low income be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over or under such lands hereby conveyed [.] (and)* (2) that Boone County shall use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the

Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes — Implementation and Review Procedures, and as said Regulations may be amended [,] and (3) that in the event of breach of any of the above-mentioned nondiscrimination conditions, the Department shall have a right to re-enter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute property of the Department of Transportation and its assigns as such interest existed prior to this instruction.* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

Appendix D: Clauses for Deeds, Licenses, Leases, Permits or Similar Instruments

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by Boone County, Indiana pursuant to the provisions of Assurance 7(a).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add “as a covenant running with the land”] that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes —Implementation and Review Procedures, and as said Regulations may be amended.

[Include in licenses, leases, permits, etc.]*

That in the event of breach of any of the above nondiscrimination covenants, Boone County shall have the right to terminate the [license, lease, permit, etc.] and to re-enter and repossess said land and the facilities thereon, and hold the same as if said [licenses, lease, permit, etc.] had never been made or issued.

[Include in deed]¹

That in the event of breach of any of the above nondiscrimination covenants, Boone County shall have the right to re-enter said lands and facilities thereon, and the above-described lands and facilities shall thereupon revert to and vest in and become the absolute property of Boone County and its assigns.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by Boone County pursuant to the provisions of Assurance 7(b).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds, and leases add “as a covenant running

¹ Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

with the land”) that (1) no person on the ground of religion, race, color, national origin, sex, sexual orientation, gender identity, age, disability/handicap and low income shall be excluded from participation in, denied the benefits of, or he otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person on the ground of religion, race, color, national origin, sex, sexual orientation, gender identity, age, disability/handicap and low income, shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations. Department of Transportation, Subtitle A, Office of the Secretary. Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964), Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes — Implementation and Review Procedures, and as said Regulations may be amended.

[Include in licenses, leases, permits, etc.]²

That in the event of breach of any of the above nondiscrimination covenants, Boone County shall have the right to terminate the [license, lease, permit, etc.] and to re-enter and repossess said land and the facilities thereon, and hold the same as if said [license, lease, permit, etc.] had never been made or issued.

[Include in deeds]*

That in the event of breach of any of the above nondiscrimination covenants, Boone County shall have the right to re-enter said land and facilities thereon, and the above-described lands and facilities shall thereupon revert to and vest in and become the absolute property of Boone County and its assigns.

² Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

Appendix E:
Employee Acknowledgement

Boone County Government

TITLE VI EMPLOYEE ACKNOWLEDGEMENT
An Equal Opportunity Employer

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

Pursuant to Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987, Boone County will not exclude from participation in, deny the benefits of, or subject to discrimination any individual on the grounds of race, color or national origin. All Boone County employees are expected to consider, respect and observe this policy in their daily work responsibilities and interactions with other employees and the public.

Boone County employees should work to prevent and alleviate any barriers to service or public use that would restrict public access or usage and take prompt and reasonable action to avoid or to minimize discrimination incidences. If another employee or citizen approaches with a question, concern or complaint regarding discrimination, please refer them to the Boone County Title VI Coordinator:

Beth Copeland
County Attorney/Title VI Coordinator
116 W. Washington St.
Lebanon, IN 46052
bcpeland@co.boone.in.us
or phone: 765.483.4492

Employee Name: _____ Date: _____

Employee Signature: _____ Dept.: _____

Employee signature confirms receipt and understanding of Title VI Plan and Policy

Appendix F: Complaint Process

Complaint Policy, Log and Form

Any person who believes that he or she is a member of a protected class, has been discriminated against based on race, color, national origin, gender, age, disability, religion, low income status, or Limited English Proficiency in violation of Title VI of the Civil Rights Act of 1964, as amended and its related statutes, regulations and directives, Section 504 of the Vocational Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, as amended, the Civil Rights Restoration Act of 1987, as amended, and any other Federal nondiscrimination statute may submit a complaint. A complaint may also be submitted by a representative on behalf of such a person.

It is the policy of Boone County to conduct a prompt and impartial investigation of all allegations of discrimination and to take prompt effective corrective action when a claim of discrimination is substantiated.

No one may intimidate, threaten, coerce, or engage in other discriminatory conduct against anyone because they have acted or participated in an action to secure rights protected by the civil rights laws. Any individual alleging such harassment or intimidation may submit a complaint by following the procedure printed below.

Any individual who feels that he or she has been discriminated against may submit a written or verbal complaint, which may be communicated to any county supervisor or to the County EEO Officer. The complaint should be submitted within 180 days of the alleged discrimination. Complaint forms may be located at the County Attorney's office or on the Boone County website at <https://boonecounty.in.gov/offices/commissioners/title-vi-nondiscrimination-plan/>. Individuals are not required to use the county's complaint form. If necessary, the county will help an individual reduce his or her complaint to writing for his or her signature.

Generally, a complaint should include the name, address, and telephone number of the individual complaining (complainant) and a brief description of the alleged discriminatory conduct, including the date of harm. An individual submitting a complaint alleging discrimination may include any relevant evidence, including the names of witnesses and supporting documentation. Complaints should be submitted to:

Beth Copeland
County Attorney/Title VI Coordinator
116 W. Washington St.
Lebanon, IN 46052
bcopeland@co.boone.in.us
or Phone: 765.483.4492

Within 60 days of receipt of the complaint, the County will investigate the allegation based on the information provided and issue a written report of its findings to the complainant. The County will try to obtain an informal voluntary resolution of all complaints at the lowest level possible.

A complainant's identity shall be kept confidential except to the extent necessary to investigate. All complaints shall be kept confidential.

These procedures do not deny the right of any individual to file a formal complaint with any government agency or affect an individual's right to seek private counsel for any complaint alleging discrimination.

Complaints may also be filed with the following government agencies:

Indiana Department of Transportation
Economic Opportunity Division
100 N. Senate, Room N750
Indianapolis, IN 46204
Phone: (317) 233-6511
Fax: (317) 233-0891

Indianapolis District EEOC Office
101 West Ohio Street, Ste 1900
Indianapolis, IN 46204
Phone: (800) 669-4000
Fax: (317) 226-7953
TTY: 1 (800) 669-6820

Indiana Civil Rights Commission
100 N. Senate Ave., Room N103
Indianapolis, IN 46204
Toll Free: 1 (800) 628-2909
Phone: (317) 232-2600
Fax: (317) 232-6560
Hearing Impaired: 1 (800) 743-333

TITLE VI Complaint Form

Complainant: _____ Date: _____

Person Preparing Form (if different from Complainant):

Relationship to Complainant: _____

Street Address & Apt. No.: _____

City: _____ State: _____ Zip: _____

Phone: (____) _____ E-mail: _____

Please provide a complete description of the specific complaint. Be sure to include the name(s) and/or department that you allege committed the violation and the specific dates that allegations occurred:

Please state what you think should be done to resolve the complaint or grievance:

Your concerns are important to us. Someone will contact you shortly.

If you prefer not to be contacted, please check here:

Signature: _____ Date: _____

Return to: Beth Copeland, County Attorney/Title VI Coordinator, 116 W. Washington St., Lebanon, IN 46052, bcopeland@co.boone.in.us or phone: 765.483.4492

Title VI Complaint Log

Case No.	Investigator	Complainant	Sub-recipient	Protected Category	Date Filed	Date of Final Report	Deposition

Appendix G: Voluntary Public Involvement Survey

As a recipient of federal funds, the Indiana Department of Transportation (“INDOT”) is requiring local agencies to develop a procedure for gathering statistical data regarding participants and beneficiaries of its federal-aid highway programs and activities (23 CFR §200.9(b)(4)). Boone County is distributing this voluntary survey to fulfill that requirement to gather information about the populations affected by proposed projects. You are not required to complete this survey. Submittal of this information is voluntary.

This form is a public document that Boone County will use to monitor its programs and activities for compliance with Title VI and the Civil Rights Act of 1964, as amended and its related statutes and regulations.

If you have any questions regarding Boone County’s responsibilities under Title VI of the Civil Rights Act of 1964 or the Americans with Disabilities Act, please contact the Title VI Coordinator located on the survey. You may return the survey by folding it and placing it on the registration table or by mailing or e-mailing it to the address below.

Appendix H: Public Outreach Examples

(Agenda)

BOONE COUNTY BOARD OF COMMISSIONERS

Scott Pell, President (Jan. 1, 2025 – Dec. 31, 2028); Tim Beyer, Vice President (Jan. 1, 2023 – Dec. 31, 2026); Donnie Lawson, Member (Jan. 1, 2025 – Dec. 31, 2028)

Meeting Agenda for September 2, 2025 at 9:00 AM

Connie Lamar Meeting Room
Boone County Annex Building
116 W. Washington St., Room 105
Lebanon, Indiana 46052

ZOOM LINK- <https://zoom.us/j/4874385613>

Please ensure your audio is muted during the call unless you are presenting an agenda item or speaking during the public comment period.

-
1. Call Commissioners' Meeting to Order
 2. Roll Call and Pledge of Allegiance
 3. Approval of Minutes from the August 18 meeting
 4. Consent Agenda
 - A. Task #63 Comcast (BCHD Permit 202510085)
 - B. Task #64 Comcast (BCHD Permit 202510086)
 - C. Task #65 LTS Telecommunications Services (BCHD Permit 202510077)
 - D. Task #66 LTS Telecommunications Services (BCHD Permit 202510078)
 - E. Veridus Group LOR #234 ASI Signage Inv #INDY110016 Affidavit & Claim
 - F. Veridus Group LOR #234 ASI Signage Inv #INDY110017 & INDY110018 Claim
 - G. Veridus Group LOR #235 Center Township Electric Inv #1407 Affidavit & Claim
 - H. Veridus Group LOR #236 OD Security Inv #11289 Affidavit & Claim
 - I. Veridus group LOR #238 ASI Signage Inv #INDY110104 Claim
 5. Old Business
 - A. New/amended Human Resource policies
 1. Timekeeping Policy (**eligible for vote**)
 2. Holiday Policy (**discussion**)

6. New Business

A. Legal Issues

1. Accept/Release of maintenance/performance bonds
2. Approval of Bond Counsel

B. Assessment/Reassessment RFP Responses – Open Bids

C. Ordinance 2025-09. An Ordinance Amending Chapter 151 of the Boone County Code of Ordinances (Unsafe Building laws) (**second reading/public hearing/eligible for vote**)

D. Request for laptop

E. Request for appraisal

F. Vendor ID Badge Request

G. Cell phone request

H. Release RFP for health clinic

I. Des. 2002204 Unofficial Local Detour

J. Des. 2401818, Project 2022-24; Bridge 139 NEPA

K. Axon Enterprise, Inc. Contract

L. Dilling Group Quote for a Domestic Hot Water Heater for the old portion of the BCJC

M. Ingersoll Rand Proposal Quote #CTS-321104 Air Compressor Highway

7. Compensation Committee Updates

8. Insurance Committee Updates

9. Staff Reports

A. Area Plan

B. Capital Investments / Facilities

C. Health Department

D. Highway Department

E. Human Resources

F. IT Support

G. Communications

H. Purdue Extension

10. Public Comment

11. Approval of Claims

12. Commissioners' Comments

13. Adjourn

****REMINDER: The next Commissioners' Meeting is scheduled for 9:00 AM on
September 15, 2025.****

***Items Tabled for a Future Meeting**

- New/amended Human Resource policies

1. PTO Policy (*tabled*)
Choate
2. Years of Service Policy (*tabled*)
 - Ordinance 2025-08. An Ordinance Amending From AG to I-1 the Zone Map for the RL Turner Property (8.75 acres on SR 39 S) (*tabled*) Kent Frandsen
 - Payroll change form requests

This agenda is subject to change after official notification. All times are approximate. The meeting may be extended depending upon the circumstances. The meeting will be held at the same time on the next Tuesday if the regularly scheduled Monday meeting has been canceled due to an emergency.

The Board of Commissioners for Boone County Indiana acknowledges its responsibility to comply with the American Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternate audio/visual devices, and amanuenses) for participation in or access to County sponsored public programs, services and or meetings, the county requests that individuals make request for these services forty-eight (48) hours ahead of the scheduled program, services and/or meeting. To make arrangements, contact Max Mendenhall, Director of Capital Investments, at 765.483.5242 or mmendenhall@co.boone.in.us.

(Public Notice)

PUBLIC NOTICE AND NOTICE OF PUBLIC HEARING

Public notice is given that the Boone County Board of Commissioners will, on the 6th day of October, 2025, at 9:00 a.m., in the Connie Lamar Room located at 116 W. Washington St., Lebanon, IN 46052, hold a public hearing on Ordinance 2025-10 titled, *An Ordinance Amending Chapter 71, Traffic Schedules, Schedule IV*. This ordinance seeks to amend the Traffic Schedule to include an all-way stop at the intersection of CR 500 W and CR 750 S. Public notice is hereby given that at said public hearing, the Boone County Board of Commissioners, as the designating body, will receive and hear all remonstrances and objections from interested persons on the ordinance. Copies of the proposed ordinance will be on file with the County Attorney for the Boone County Board of Commissioners. Any oral comments concerning the ordinance will be heard. The hearing may be continued from time to time as may be found necessary.

The Board of Commissioners for Boone County Indiana acknowledges its responsibility to comply with the American Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternate audio/visual devices, and amanuenses) for participation in or access to County sponsored public programs, services and or meetings, the county requests that individuals make request for these services forty-eight (48) hours ahead of the scheduled program, services and/or meeting. To make arrangements, contact Max Mendenhall, Director of Capital Investments, at 765.483.5242 or mmendenhall@co.boone.in.us.

Appendix I: Title VI Training

At the time of Hire (and annually to all employees if applicable): Title VI policy education and literature will be provided to all Boone County employees. Boone County employees will be required to sign an acknowledgement of receipt indicating they have received and reviewed Title VI policy guidelines. New employees will be provided with education and literature at new employee orientation. Employees will be provided with updated education and literature as Boone County deems necessary. Ongoing training will be provided to current employees. Current employees will receive annual training and consist of reading the policies, which are provided in person.

Appendix J: Title VI Goals & Accomplishments Report

Accomplishments	Completion Date
Live-Stream public meetings on YouTube	July 2025
Reviewed Title VI Plan	Aug. 2025
Reviewed ADA Complaint Log	Aug. 2025
Reviewed Title VI Grievance Procedure & Complaints Log (No complaints; Log - no investigations were conducted)	Aug. 2025
Update County's Title VI Implementation Plan	Sept. 2025
Ensure <i>It's the Law</i> poster in county courthouse, annex building, highway department, and jail.	Sept. 2025
Review, approve and adopt Title VI Plan & Assurances	Sept. 2025
Yearly training for ADA and Title VI Coordinators	Sept. 2025
Goals	Target Completion Date
Prepare Title VI and ADA refresher training for all County employees	Dec. 2025
Review County's standard contract language to ensure Title VI laws are met (County Attorney)	Dec. 2025
Review County Requests for Proposals, bid solicitations, Contracts. etc., for verification that Title VI language was included in each one	Dec. 2025
Post Title VI Policy in all County Departments with public bulletin boards	Feb. 2026
Advise all departments of interpretation service	Apr. 2026
Yearly training for ADA/Title VI Coordinator	Aug. 2026
Make modifications to Priority 1 items to be compliant with ADA Guidance	Dec. 2026
Review yearly checklist form for Title VI and ADA compliance	Jan. 2026 - Dec. 2026

Appendix K: Title VI Implementation Plan Adoption

BOARD OF COMMISSIONERS OF BOONE COUNTY RESOLUTION 2025-09

A RESOLUTION ADOPTING TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 FOR BOONE COUNTY, INDIANA

WHEREAS, Boone County (the "County") is a unit organized and existing under the provisions of Indiana Code § 36-1-2-23 and Indiana Code § 36-2-1, *et. seq.*;

WHEREAS, the Board of Commissioners of Boone County ("Board") serves as the executive of the County per Indiana Code § 36-2-2-2;

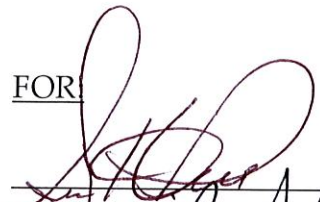
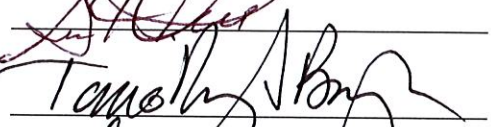
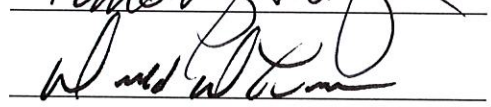
WHEREAS, the federal government enacted Title VI of the Civil Rights Act in 1964, as amended, to prevent discrimination on the grounds of race, color, or national origin and to ensure that individuals are not excluded from participation in, denied benefits of, or otherwise subjected to discrimination under any program or activity receiving federal financial assistance on the basis of race, color, sex, or national origin;

WHEREAS, throughout the years, additional regulations, statutes, directives, cases, and executive orders have been passed which have expanded Title VI and its categories of protection; and

WHEREAS, it is a requirement of the Indiana Department of Transportation and the U.S. Department of Transportation that communities receiving federal financial assistance adopt a Title VI Plan.

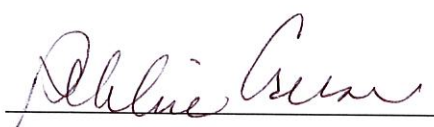
NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Boone County, Indiana that it hereby adopts the attached Title VI Program and Implementation Plan.

RESOLVED by the Board of Commissioners of Boone County, on this 15 day of September, 2025.

FOR: 



Scott Pell
Tim Beyer
Donnie Lawson

AGAINST:

ATTEST:

Debbie Crum, Auditor