

Southside Community Center



Title vi policy ~2023~

Southside Community Center 3151 E. 27th Ave

Spokane, WA 99223

(509) 535-0803

2022 SOUTHSIDE COMMUNITY CENTER TITLE VI PROGRAM

Introduction

Spokane Transit Authority (STA) will oversee the Southside Community Center (SCC) in carrying out transportation services to its constituents and stakeholders via use and maintenance of an ADA-compliant vehicle provided through a Federal Transit Administration (FTA) Section 5310 award.

To meet Title VI Program requirements, Southside Community Center (SCC) developed its own procedures in concert with STA procedures to meet certain requirements such as a complaint process and public participation. SCC will rely upon the analysis and overall program efforts conducted by STA to meet the requirements (i.e., Public Participation Plan and Language Assistance Plan).

General Reporting Requirements

Title VI Notice to the Public

SCC notifies the public that it complies with the requirements of title VI and related statuses and regulations. Notices are posted at the Center's office located at 3151 E. 27th Ave, Spokane, WA (*Appendix 1, page 4*) and on its website www.southsidescc.org. The wording of the notice is as follows:

SCC hereby gives public notice that it is its policy to ensure full compliance with Title VI of the Civil Rights Act of 1964, and related statuses and regulations in all programs and activities. Non-Discrimination Policy: It is the policy of the Southside Community Center to ensure equal employment opportunity and participation for members and guests without discrimination, or harassment on the basis of race, color, religion, sex, sexual orientation, gender identity or expressions, age, disability, marital status, citizenship, genetic information or any other characteristic protected by law.

If information is needed in another language, contact (509) 534-9760.

Si necesita información en otro idioma, comuníquese al (509) 534-9760.

Для получения информации на другом языке звоните по тел. (509) 534-9760.

Nếu quý vị cần thông tin bằng một ngôn ngữ khác, xin vui lòng gọi số (509) 532-534-9760

SCC has developed a Creed for membership with the following language:

The Southside Community Center's mission is to enhance the physical and mental well-being of those we serve by providing recreational, educational, and volunteer opportunities. (For a complete description, please refer to the Strategic Plan Values & Goals). As such, we:

Believe that all persons are created equal.

Believe that the dignity and worth of each human being is inviolable.

Oppose discrimination or the denial of "equal protection of the laws" based upon race, color, ethnicity, religion, creed, gender, age, disability, sexual orientation, gender identity, or social and/or economic status.

Reject any doctrine that advocates the superiority of any individual or group over another.

Are committed to respecting the autonomy, work, and leadership of individuals and organizations addressing human rights.

Any person who believes they have been discriminated against by SCC on the basis of race, color, or national origin may file a Title VI complaint by completing and submitting the SCC Title VI Complaint form. The form must be completed for SCC to investigate. SCC does not investigate complaints received more than one hundred eighty (180) days after the alleged discriminatory occurrence.

If you need a language translator to assist you in completing the Title VI Complaint form, please contact the SCC Executive Director at (509) 535-0803, ext. 103 who will help arrange for an interpreter to meet with you. Title VI Complaint Procedures and Form

A form and instructions for filling out a Title VI complaint can be obtained at the SCC main office. A copy of the complaint form is in **Appendix 2, page 6**, along with instructions for completing the form.

Title VI Investigations, Complaints, and Lawsuits

As of December 31, 2019, SCC has no Title VI complaints for the past three years.

Language Assistance Plan

SCC relies upon the limited English proficiency analysis conducted by Spokane Transit Authority. SCC adopts the Language Assistance Plan of STA.

Source: <https://www.spokanetransit.com/contact/language-assistance>
www.spokanetransit.com/files/content/2020_Title_VI_Plan.pdf

Demographic Analysis

Minority and Low-income Population Summary populations residing within the STA service area.

Language Spoken at Home by Persons over 5 Years Old									
County	Pop. Total (persons over 5 years old)	Spanish – Speak English Less than Very Well		Other Indo-European-Speak English Less than Very Well		Asian/Pacific Islander-Speak English Less than Very Well		Other Languages-Speak English Less than Very Well	
Spokane	474,707	3,019	0.06%	4,444	0.09%	3,472	0.07%	831	0%

Source 2013-2017 ACS 5- Year Estimates

*Source: Spokane Transit Authority

**Washington State Office of Financial Management, Forecasting and Research Division.

***The low-income population and percentage were calculated based upon the number of people who answered both questions regarding household size and household income in the 2013-2017 ACS 5-Year estimates (446,451).

Public Participation Plan

SCC encourages public involvement and participation in decision-making processes. As part of the Spokane Transit Authority's plan for public transit projects, SCC adopts the public participation plan of STA's Title VI Programs Report and will coordinate with STA in public participation efforts related to transit projects being managed by SCC.

https://www.spokanetransit.com/files/content/2020_Title_VI_Plan.pdf (page 26-28)

Inclusive Public Participation

Title VI requires community outreach that seeks out and considers viewpoints of minority and low-income populations regarding the services SCC offers. The activities described below detail SCC's outreach activities since the last update of this plan and will continue to form the basis of outreach efforts in the coming years.

SCC utilizes Spokane Transit Authority's geographical Public Transportation Benefit Areas (PTBA).

Targeted Public Participation

SCC makes targeted outreach both to potential clients and volunteers for this program. Our main avenues of outreach are community senior wellness fairs, and community health fairs hosted by major medical systems like Providence and MultiCare; fliers at medical clinics and senior centers, ads in the Senior Directory, Inlander, Spokesman Review, Journal of Business and Figtree papers, in addition to our newsletter which is distributed via email and printed for local businesses.

We have reached out to partner with the LGBTQ+ community as well as other non-profit organizations that include our multicultural and disability community i.e., Latino, Chinese, Russian, Samoan, Ethiopian, World Relief, Catholic Charities, The Arc of Spokane, Skill's Kin, Bethany Church, Parks and Recreation and schools. In addition, SCC has participated in the Spokane County Human Rights Taskforce whose Directors represent the disability and multicultural community in Spokane County.

General Public Participation

SCC's population comprises almost exclusively low-income senior members. We conduct membership surveys, place a suggestion box at the Center and actively solicit anonymous comments about our services from participants. We send out a monthly newsletters, fliers, and ads with information on how to contact us with comments and suggestions. As part of our ongoing Continuous Quality Improvement (CQI) initiatives, members and guests across programs also fill out satisfaction surveys to identify ways we can serve clients better.

Monitoring Subrecipients

SCC has no subrecipients. It will cooperate with STA in providing information and attending meetings, as required by STA, in monitoring procedures of our efforts.

Committees and Councils

As a subrecipient itself to Spokane Transit Authority, SCC has no elected or non-elected boards, committees or councils concerning transportation/ public transit.

Review of Facilities Constructed

SCC did not build any storage facilities, maintenance facilities or operation centers, and did not modify any facilities that require a Title VI analysis.

Demographic Data of Our Members

	Total Members	Average Age
Male	27%	77
Female	73%	75

Demographic Data of surrounding community¹

Zip Code	No. of Households	Race & Ethnicity (% White)	Median Age	Sex	Median Household Income	Poverty	Education
99203	9,733 70% Owner Occupied	86%	42.5	51% Female	\$67,873	<ul style="list-style-type: none"> 8% Children under 18 5% Seniors 	<ul style="list-style-type: none"> 97.8% HS Grad 58.7 % Bachelor's Degree
99223	13,515 65% Owner Occupied	85%	39.4	53% Female	\$61,863	<ul style="list-style-type: none"> 12% Children under 18 10% Seniors 	<ul style="list-style-type: none"> 95.5% HS Grad 45.2% Bachelor's Degree
99202	7,520 55% Owner Occupied	77%	29.2	51% Female	\$30,588	<ul style="list-style-type: none"> 36% Children under 18 17% Seniors 	<ul style="list-style-type: none"> 88.3% HS Grad 23.2% Bachelor's Degree
99036	605 85% Owner Occupied	95%	42.9	51% Female	\$90,179	<ul style="list-style-type: none"> 0% Children under 18 1% Seniors 	<ul style="list-style-type: none"> 92.1% HS Grad 36.3% Bachelor's Degree

Low Income Demographics²

The table below shows US Census Bureau data from [Census.gov/quickfacts](https://www.census.gov/quickfacts). The data shows that all areas served by SCC programs have poverty rates greater than the state average.

Percent of Persons in Poverty		
County or State	Persons in Poverty, Percent	Population Estimates, July 1, 2019 (V2019)
Spokane County	12.90%	522,798

Minority Demographics³

The below table of US Census Bureau data, downloaded from [Census.gov/quick facts](https://www.census.gov/quickfacts), shows the percentage of minority populations in all counties served by SCC.

Percent of Persons in Counties by Race									
County	Pop. Total	White Alone	Black/African American Alone	American Indian and Alaska Native Alone	Asian Alone	Native Hawaiian and other Pacific Islander Alone	Two or More Races	Hispanic or Latino	White Alone, Not Hispanic or Latino
Spokane	522,798	88.9%	2.0%	1.8%	2.4%	0.6%	4.2%	6.1%	84.0%

Safe Harbor Provision

According to the US Department of Justice's (DOJ) Safe Harbor Provision, adopted by US Department of Transportation (DOT), a recipient of federal funds will provide written translation of vital documents for language when the LEP population constitutes five percent (5%) or 1,000 persons of the total population served by the agency. As of the 2016 – 2020, ACS 5-year estimates, Russian, Spanish and Vietnamese qualify as "Safe Harbor" languages in Spokane County and SCC will make vital documents available in those languages

Minority and LEP Outreach Activities:

SCC has developed many partnerships within our multicultural and LGBTQ+ community. This includes hosting multicultural events, outreach on programs and activities as well as information available at the Center. One of the strategic goals of SCC is to become a multicultural center that promotes inclusivity and equality.

In 2018 we developed a Creed that acknowledges our commitment to equal rights and inclusion. This was in collaboration with the Kootenai Taskforce on Human Rights and The Spokane County Human Rights Task Force.

We have reached out to the Salish School to provide education on language and history to our members and participants

We have a strong partnership with World Relief and the Refugee Community through support of our center for classes and services.

We have hosted festivals from the Chinese and Filipino communities as well as weddings and educational events.

We have had multicultural cooking classes at the Center and in 2022 will be piloting the Spokane's first multicultural Bridal/Educational Fair at the Center with a committee representing our multicultural partners and Spokane's diversity.

In 2022, we will be hosting a multicultural food event in collaboration with our partners as part of our outreach and education campaigns.

We work with the TRS program offering cooking classes to people with disabilities.

We work with the Refugee Connection, Co-Op Preschool, Zumbini and local church organizations offering the Center as a place to meet for recreational, educational and support, as well as assisting SCC in providing the services needed in our area.

We received a multicultural grant to provide capital improvements as part of our outreach and vision of becoming a multicultural center.

Documentation of Governing Body Review and Approval of the Title VI Program

On, SCC's Executive Director and Board of Directors adopted this Title VI Program. The documentation of approval is found in **Appendix 3, page 9**.

Title VI Notice to the Public

Southside Community Center (SCC) hereby gives public notice that it is its policy to ensure full compliance with Title VI of the Civil Rights Act of 1964, and related statutes and regulation in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, sex or national origin, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which SCC receives federal financial assistance.

Any person who believes they have been discriminated against on the basis of race, color, or national origin by SCC may file a Title VI complaint by completing and submitting SCC's Title VI Complaint form. The form must be completed in order for SCC to investigate. SCC does not investigate complaints received more than one hundred eighty (180) days after the alleged discriminatory occurrence.

If you need a language translator to assist you in completing the Title VI Complaint form, please contact the SCC Executive Director at (509) 535-0803, ext. 102 who will help arrange for an interpreter to meet with you.

If information is needed in another language, contact (509) 534-9760.

Si necesita información en otro idioma, comuníquese al (509) 534-9760.

Для получения информации на другом языке звоните по тел. (509) 534-9760.

Nếu quý vị cần thông tin bằng một ngôn ngữ khác, xin vui lòng gọi số (509) 532-534-9760

APPENDIX 2

Complaint of Discrimination on the Basis of Title VI Against SCC

Who can file a Title VI complaint?

- A person who believes he or she has experienced discrimination based on race, color, national origin as provided by Title VI of the Civil Rights Act of 1964.
- Someone may file on behalf of classes of individuals.

How do I file a complaint?

- Fill out this form completely to help us process your complaint. Submit the completed form to SCC within 180 calendar days of the alleged discriminatory act.

What happens when I file a complaint?

- SCC will forward a copy of your completed complaint form to the Executive Director and will send you a written receipt of your complaint. SCC will designate a person to facilitate and coordinate responses to your Title VI complaint, and this person will contact you.
- Following an investigation of the complaint, the City will send you a letter of resolution.

What if I don't agree with the SCC's letter of resolution?

- A complainant who does not agree with the letter of resolution may submit a written request for a different resolution to SCC within 30 days of the date the complainant receives the response.

Do I need an attorney to file or handle complaint?

- No; however, you may wish to seek legal advice regarding your rights under the law.

Return this form to:

Southside Community Center

3151 E. 27th Avenue, Spokane, WA 99223 Phone: (509) 535-0803

Email: office@southsidecenter.com

[/client/Southside_Senior_Center_KVZCEK/Title Vi Complaint Form.docx](#)

Upon request, alternative formats of this document will be produced for people with disabilities.
Call (509) 535-0803 or email to office@southsidecenter.com.

APPENDIX 3

Southside Community Center (SCC) Board of Directors

Approval of

Title VI Program

Board Of Directors

Shelagh Camak - President

Dennis Anderson - Vice President

Robin Walter - Secretary

Brynn Malone - Treasurer

Nick Dotson
Gloria Evans
Gregg Jones
Sue Belote
Cheryl Galbreath
Nancy Malee-Oreskovich
Kay Marcy
Jered Fross - Executive Director

Appendix 4

MULTICULTURAL RESOURCES

COMMUNITY CENTERS

American Indian Community Center

801 E 2nd Ave Ste 10, Spokane WA 99202

Phone: 509.535.0886

Website: <http://aiccinc.org/>

East Central Community Center

500 S Stone St, Spokane WA 99202

Phone: 509.625.6699

Website: <http://ecspokane.org/>

Inland Northwest LGBT Center

9414A E 1st Ave, Spokane Valley, WA 99210

Phone: 509.326.6847

Website: <http://www.thelgbtcenter.org/>

Martin Luther King Jr. Family Outreach Center

845 S Sherman Ave, Spokane WA 99202

Phone: 509.455.8722

Website: <http://www.mlkspokane.org/>

The Native Project

1803 West Maxwell Ave, Spokane, WA 99201

Phone: Clinic: 509.483.7535, Counseling: 509.358.5502, Administration: 509.325.5502

Website: <http://nativeproject.org/>

Northeast Community Center

4001 N Cook, Spokane WA 99207

Phone: 509.487.1603

Website: <http://necca.myspokane.net/>

Odyssey Youth Center

1121 S Perry St, Spokane WA 99202

Phone: 509.325.3637

Website: <http://www.odysseeyouth.org/>

Spokane Valley Community Center

Food, clothing emergency services, information etc

10814 E Broadway Ave / P O Box 141360

Spokane Valley, WA 99206-5003 / 99214-1360

Phone: 509.927.1153

Website: <http://svpart.org/>

¹ U.S. Census Bureau (2019). QuickFacts. Retrieved from [https://www.census.gov/quickfacts/fact/table/US/PST045219]. January 26, 2022.

² U.S. Census Bureau (2019). QuickFacts. Retrieved from [https://www.census.gov/quickfacts/fact/table/US/PST045219]. January 26, 2022.

³ U.S. Census Bureau (2019). QuickFacts. Retrieved from [https://www.census.gov/quickfacts/fact/table/US/PST045219]. January 26, 2022.