

TITLE VI SUB-RECIPIENT ANNUAL CERTIFICATION FORM

This form is to certify compliance with Title VI of the Civil Rights Act of 1964. If your Title VI Plan has been approved by the Michigan Department of Transportation (MDOT), all changes to the organization's Title VI Plan which occurred during the current fiscal year (October 1st through September 30th) must be reported on this form. Please attach additional pages, as necessary, to provide a complete response to each question.

NAME OF ORGANIZATION
City of Holland

NAME OF TITLE VI COORDINATOR Esther C. Fifelski	TITLE Human Relations Director
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ADDRESS
270 S. River Avenue

CITY Holland	COUNTY Ottawa	STATE MI	ZIP CODE 49423
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TELEPHONE NO. 616-355-1322	FAX NO. 616-355-1490	E-MAIL ADDRESS e.fifelski@cityofholland.com
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1. Has your Title VI Coordinator changed during the reporting period or since your last Title VI Plan was approved? If yes, please list the name and contact information for the new coordinator. No Yes

2. Has your organization had any projects that have Title VI, LEP, or EJ impacts? How many? If yes, what did you do to ensure that those populations affected by the project had meaningful access to and involvement in the development process? No Yes

Public meetings are held before any large projects are implemented related to streets, planning, and development. The city of Holland has 5 neighborhood organizations. When there are projects impacting neighborhoods, we will hold additional neighborhood meetings. Please note all city bids require that we include the Title VI verbiage. The City continues partnership with the West Michigan Public Purchasing Alliance and the Michigan Intergovernmental Trade Network (MITN). Our goal, with council approval, is to facilitate greater access and opportunity for minority-owned; disadvantaged; women-owned; disabled veteran-owned; and small business ownership. Please see attached, transportation purchasing documents. City Council meetings are held twice a month and study sessions are held twice a month (48). We also have 28 boards and commissions that meet monthly (336). We have public comment at every meeting. This year we increased public comment time from 3 minutes to 5 minutes for city council meetings. We provide language and accessibility assistance upon request at government meetings or while receiving city services. This Fiscal Year to date, we have conducted ADA evaluations of City Hall, Holland Public Safety, Transportation, and Recreation departments to ensure greater accessibility for our residents.

3. What is the number or percentage of LEP or EJ populations who were affected by the project? None.

4. How many public involvement meetings did you hold during the reporting period? approximately, 384

5. Did you provide language assistance at any of your public meetings during the reporting period? How many persons received this assistance? No Yes

Language assistance is provided, upon request. We have 2,917 instances of Spanish language assistance.

6. Did you receive any formal or informal Title VI complaints, or law suits during this reporting period? If yes, how many, and please provide details regarding each complaint or law suit and the resolution. No Yes

The City's Human Relations Department provides resident assistance and guidance in preparing documentation and submission to the Michigan Department of Civil Rights and to other organizations like the Fair Housing Center of West Michigan, LGBTQIA+ organizations, ACLU, etc. This is a free service we provide to city residents. On occasion we will receive Public Safety Department concern. These are forwarded to the Holland Public Safety Department according to City Policy. If they do not feel comfortable, we will help them prepare documentation to present to public safety department and also provide contact information for the Michigan Department of Civil Rights for investigation. All incidents are reported annually to our City Council each fiscal year.

7. During this reporting period, how many of your employees have been educated about Title VI and their responsibility to ensure non-discrimination in any of your programs, services, or activities.

The City has very little turnover; however, we have refresher scheduled prior to FY 2023 year end. We conducted an on-site audit at all city locations. Additional, Diversity, Equity, Inclusion and Belonging training is offered to city staff. As we work to build a culture of learning at the city we asked our leadership teams to attend a two-day training: Foster A Culture of Diversity through Inclusive Leadership. We also encourage our staff to attend community DEI learning opportunities throughout the year. The City offers all staff opportunities to participate in the Lakeshore Ethnic Diversity Alliance Forum and the Ottawa County Diversity Forum day-long trainings events. Additionally, through the efforts of the Human Relations Commission, Holland Youth Advisory Council and International Relations Commission, we provide learning and participation opportunities in environmental matters, fair housing, Tenant/Landlord training, Great Decisions discussions on World Affairs issues, fostering meaningful conversations in a divided world, and host the annual International Festival of Holland that is a free event for our community and attracts a wide segment of our community.

8. Please provide any comments or additional information related to the organization's Title VI Plan.

The city is part of a year-long county-wide Government Alliance on Race & Equity effort. We continue to focus on providing access and opportunity to the residents we serve. We recently created our Commitment to Diversity statement and formed our first Diversity Equity, Inclusion and Belonging employee committee. We continue to move the needle in meaningful substantive efforts. These efforts are important efforts that support and provide great impact to our Title VI efforts.

The information reported on this form is accurate and reflects all changes to the organization's Title VI Plan for the current fiscal year.

NAME Esther C. Fifelski	TITLE Human Relations Director	DATE 10/4/2022
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If you have any questions regarding Title VI, contact: MDOT Title VI Coordinator (517) 241-7462, or MDOT-TitleVI@Michigan.gov. **PLEASE RETURN COMPLETED FORM VIA EMAIL, OR FAX TO: (517) 335-0945.**

PLEASE SUBMIT THIS FORM BY OCTOBER 5TH OF THE REPORTING YEAR.