



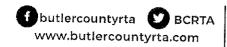
# \* \* \* PUBLIC MEETING NOTICE \* \* \*

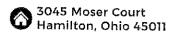
# Butler County Regional Transit Authority Board of Trustees

The BCRTA Board of Trustees is scheduled to meet on Wednesday, March 18, 2020 in the Board Room of the Butler County Regional Transit Authority Main Offices at 3045 Moser Court, Hamilton, Ohio 45011 at 8:00 a.m.

In accordance with the American Disabilities Act, if anyone has a disability and requires assistance or, in accordance with the Limited English Proficiency Executive Order, requires translation services, please call Ms. Vonda Partin at 513.785.5226 or 800.750.0750 (Ohio Relay Service).

For questions or more information regarding this meeting please call 513.785.5226 or e-mail partinv@butlercountyrta.com.





# **2020 Butler County RTA Board of Trustees Attendance**

	Jan	Feb	Mar	Арг	Мау	June	July	August	Sept	Oct	Nov	Dec
Bautz, Travis	X	x										
Chandler, Jessica	E	E										
Fehr, David	Х	х				- 13					1	
Foster, Jim	E	х										
Gordon, Perry	Х	х										
Lawson, Chris	Х	х										
Schmitt, Nancy	Х	E										
Scott Jones, Anita	Α	E										
Watt, Corey	Х	х										

X = Present

E = Excused

A = Absent

# BUTLER COUNTY REGIONAL TRANSIT AUTHORITY BOARD OF TRUSTEES March 18, 2020, 8:00 AM

Butler County Regional Transit Authority
3045 Moser Court • Hamilton • Ohio • 45011

# **PRELIMINARY AGENDA**

- I. Call to Order & Roll
- II. Consideration of Absences
- III. Approval of the Agenda (Motion Requested)
- IV. Approval of the February 19, 2020 Meeting Minutes (Motion Requested)
- V. Comments from Citizens
- VI. Secretary/Treasurer's Report January 2020 (Motion Requested)
- VII. Committee & Staff Reports
  - a. OKI
  - b. Metrics
- VIII. Director's Report
  - a. COVID19
  - b. 2019 Workplace Strength Results
- IX. Action Items
  - a. **Resolution 20-03-01:** Approval of the Butler County Regional Transit Authority 2020 Title VI Program
  - b. Resolution 20-03-02: Amendment of the Butler County Regional Transit
    Authority (BCRTA) 2017-2021 Equal Employment
    Opportunity Program and Policy 6-17 Equal Employment
    Opportunity (EEO) Statement of Policy
  - c. **Resolution 20-03-03:** Adoption of Project Objectives Aligned with BCRTA's Strategic Goals
- X. Adjourn (Motion Requested)

Next Meeting Date:
April 15, 2020 @ 8:00 AM
Butler County Regional Transit Authority Board Room
3045 Moser Court, Hamilton, OH 45011

# **Butler County Regional Transit Authority**

# **Board of Trustees Meeting**

Wednesday, February 19, 2020

The BCRTA Board of Trustees met on Wednesday, February 19th, 2020 at 8:05 AM at the Butler County Regional Transit Authority, 3045 Moser Court, Hamilton, OH 45011. Proper public notice was given in advance of the

meeting.

PRESENT: Chris Lawson, President (8:07)

Perry Gordon, Vice President

Travis Bautz David Fehr

Jim Foster

Corey Watt

STAFF: Matthew Dutkevicz, Executive Director

Delene Weidner, Director of Finance & Administration

[DBELO]

Vonda Partin, Administrative Assistant Luke Morgan, Director of Operations

John Gardocki, Planning & Special Projects Manager

Shawn Cowan, Mobility Manager

ABSENT: Jessica Chandler

**OTHERS** 

Nancy Schmitt

PRESENT: None

Anita Scott Jones

LEGAL

CITIZENS: None Present

COUNSEL: Gary Becker, Dinsmore

# I. Call to Order & Roll Call

Mr. Gordon called the meeting to order at 8:05 AM. Mr. Dutkevicz took a roll call. A quorum of the Board was present.

# II. Consideration of Absences

Mr. Dutkevicz advised there were three requests for an excused absence today, Ms. Jessica Chandler, Ms. Anita Scott Jones and Ms. Nancy Schmitt. Mr. Foster made a motion to accept the excused absences and Mr. Watt seconded the motion. The three absences were excused.

# III. Approval of the Agenda

Mr. Gordon requested a motion to approve the February 19, 2020 meeting agenda. Mr. Bautz made a motion to accept the agenda and Mr. Fehr seconded the motion. The agenda was approved.

# IV. Approval of the January 15, 2020 Meeting Minutes

Mr. Lawson requested a motion to approve the January 15, 2020 Board Meeting Minutes. Mr. Watt made a motion to approve the January 15, 2020 meeting minutes. Mr. Bautz seconded the motion. The minutes were approved. Mr. Foster abstained.

# V. Comments from Citizens

No citizens were present.

# VI. Secretary/Treasurer's Report

Ms. Weidner presented the treasurer's report for the month of December 2019. Ms. Weidner provided a year-end summary report which included all year-end adjusting entries including annual depreciation and net pension and OPEB adjustments. All revenues and expenses by type and percentage of section totals and overall totals were presented. The report was shown with and without the effect of the pension adjustments and BCRTA's obligations for the Net OPEB and Net Pension liabilities were discussed.

For the month of December, total revenues exceeded budget by approximately \$56 thousand dollars. This overage was primarily due to the operating match billed to ODOT for funds awarded under the Urban Transit Program. Expenses were shown as over budget by \$947 thousand dollars due to the inclusion of the pension adjustment of \$974 thousand. The under budget in services was primarily due to the capitalization of some of the website upgrade costs and lower than budgeted vehicle contract maintenance.

For year-end 2019, BCRTA had total revenues of \$6.39 million and expenses of \$6.64 million which includes the \$974 thousand dollar pension adjustment. BCRTA's share of annual depreciation was \$261 thousand dollars. Wages finished the year over budget due to the influx of trainees and overtime earned by drivers. Services were under budget due to contract maintenance on revenue vehicles and website expenses, as well as advertising expenses being charged to a different line in the income statement. Miscellaneous Items were over budget with the accrual of the potential ACA fine and advertising expenses.

The Transaction log was included in the packet presenting all cash transactions for the month of December. The Balance Sheet was presented with normal balances for Assets, as well as Liabilities and Equity. All Balance sheet accounts had been adjusted for year-end.

Total Available Funds of approximately \$2.15 million and Board Reserves of approximately \$1.78 million leave Non-restricted Funds of \$370 thousand dollars. Funds are available for the local share of all grant obligations, to cover working capital for 2 months, to cover all of 2020 and 2021's planned capital replacements. Non-restricted Funds are earmarked for potential future match requirements on the planned Chestnut Fields Facility.

Mr. Lawson requested a motion to approve the January 2020 Treasurer's Report. Mr. Foster made a motion to approve the January 2020 Treasurer's Report. Mr. Gordon seconded the motion. The report was approved.

### VII. Committee & Staff Reports - December 2019

#### A. OKI

Mr. Dutkevicz went to the OKI meeting last week. Mr. Dutkevicz explained that TANK presented their updated service plan that will be implemented later this year. TANK has moved from a coverage model to a frequency model. Mr. Dutkevicz explained that BCRTA is a coverage model and will be interested in TANK's results. Mr. Gardocki is keeping in touch with TANK.

### B. Metrics:

Mr. Morgan provided the December 2019 Metrics Report as follows: Updated plan on their total service re-do.

# Passengers per Revenue Hour

BCRTA Fixed Route service passengers per revenue hour decreased by 49.3 percent over December 2018. This is due to the reclassification of the R1, R3, R4 and R6 from Commuter Routes to Fixed routes. We are now dividing the passenger counts by many more fixed route hours,

Commuter Route service decreased. Commuter Route service passengers per revenue hour decreased by 48 percent during the month of December.

DR productivity increased by 5.9 percent for passengers per revenue hour. BCRTA currently has 250 clients with the BCRTA BGo mobile application.

# Cost per Passenger (Blended) total cost/ passengers.

The cost per passenger has decreased by \$0.22 or 1.7 percent comparing last December to this December.

# Admin/ Overhead Cost per Revenue Hour.

Overhead cost has decreased by \$12.22 or 38 percent. BCRTA operated 6.5 percent more service hours in December 2019. In 2018 we accrued for the 2017 and 2018 ACA fine and in 2019 we did not accrue any funds for the ACA fine in December.

### **Butler County RTA Accidents/ Injuries**

BCRTA accidents/injuries decreased by 28.6 percent this December. In December 2019 BCRTA had two non-reportable at fault accidents. Vehicle operators hit a fixed object. BCRTA also had a total of three no fault, non-reportable accidents. Three passengers fell entering or exiting the bus.

### Average Fleet Age (in years)

In December you will notice a decrease in the average fleet age as compared to the prior year. BCRTA has disposed of vehicles that have met their useful life and added new vehicles since last November. The average age has dropped to 4 years, this is a decrease of 7.4%.

# **Road Calls**

In December of 2019 BCRTA had three road calls, one for each service type. 1023 lost power to the vehicle, 1609 had a mirror clip accident, and 1521 had a brake issue. In December of 2018 BCRTA only had one road call for the fixed route system.

### Park & Ride

This service reflects the ridership on the 42x. The 42x has experienced a 15.7% increase in ridership as compared to last December. The cost of fuel typically affects the ridership of the park and ride routes. Typically, when fuel costs are low, ridership decreases. The average retail price for gasoline in December of 2018 was \$2.33 according to the EIA. The average retail price for gasoline in December of 2019 was \$2.54.

# Refusals and Denials October 2019

All Trips	
Total denials	48
Denials for same day trips	33
Denials for future trips	15
Denials with less than +/- 1 hour window	48
Denials for future trips with at least +/- 1 hour window	0
Denials for future trips with at least +/- 1 hour window and no completed trip for customer within 1 hour (promised time) of denied trips requested time	O
Denied but Provided	· o:
Total refusals	5
November 2019	
All Trips	
Total denials	16
Denials for same day trips	9
Denials for future trips	7
Denials with less than +/- 1 hour window	16
Denials for future trips with at least +/- 1 hour window	0
Denials for future trips with at least +/- 1 hour window and no completed trip for customer within 1 hour (promised time) of denied trips requested time	0
Denied but Provided	Ô
Total refusals	120
December 2019	
All Trips	
Total denials	14
Denials for same day trips	
Denials for future trips	12
Denials with less than ±/- 1 hour window	14
Denials for future trips with at least +/- 1 hour window	0
Denials for future trips with at least +/- 1 hour window and no completed trip for customer within 1 hour (promised time) of denied trips requested time	ū
Denied but Provided	٥
Total refusals	·

51.

### **Noteworthy Updates**

Current Demand Response Statistics for 2020, On Time Performance (OTP) 91% at 1.82 trips per hour. BCRTA is now utilizing both the TransitApp and the BCRTA BGo App. The BCRTA BGo App recently broke 250 active accounts and is being pushed to all callers. We have completed over 200 trips, year to date for trips booked utilizing the mobile app.

### C. Nominating Committee:

The Nominating Committee (Mr. Gordon and Ms. Scott Jones) agree there aren't any performance issues with the current officers being Mr. Lawson as President and Mr. Gordon as Vice President. The Nominating Committee recommended the current slate be re-elected.

### VIII. Governance

#### a. Election of officers

Mr. Bautz made a motion to accept the Nominating Committee's recommendation and re-elect the current officers. Mr. Fehr seconded the motion. The motion was approved.

# IX. Director's Report

### A. Metrics & Services

### 1. BGO Fare Change

Effective, January 2, 2020, BCRTA changed all in-county BGO rates to \$5.00 per trip. This was in response to BCRTA successful Job Shuttle program that was defunded in 2015 and to align more closely with the OKI Coordinated Human Service Transportation Plan and BCRTA updated vision created at the June 2019 board retreat. Both documents address reducing fares or eliminating barriers to transportation.

### 2. BCVSC

Butler County Veterans Service Commission has released an RFP for a new transportation service contract to begin in April 2020. UTS, Community First, and Poseidon were present at the bidders' conference in addition to BCRTA. No major changes to the scope of work are expected. BCVSC has signaled some interest in procuring brokerage services, however such services were not included in the original RFP scope.

In accordance with the directives of the BCRTA Board of Trustees following the May 2019 regular meeting, BCRTA staff has negotiated a 50% discount with BCVSC for fixed route bus fares not to exceed \$24,999, beginning in 2020.

# 3. Fixed Route Fares

Given a combination of factors including the national conversation, FTA's mandate the U & P routes be free, and total fare revenue, staff has been discussing the feasibility of

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eliminating fixed route fares. This concept may also directly support several of the visioning benchmarks established at the June 2019 retreat. The idea is preliminary, and staff are still investigating with no solid conclusions at this time. For more reading:

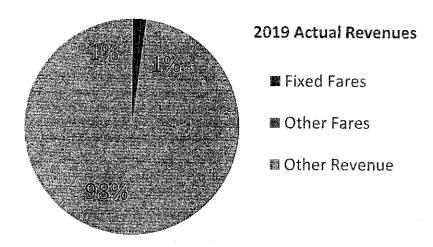
https://www.opb.org/news/article/northwest-transit-system-fareless-bus-olympia-intercity/

https://www.houstonpublicmedia.org/articles/news/in-

depth/2020/01/06/355569/metro-is-gathering-input-on-whether-to-stop-collectingfares/

https://www.citylab.com/transportation/2019/12/free-transit-how-much-cost-kansas-city-bus-streetcar-fare/603397/

https://www.cincinnati.com/story/news/2019/12/03/cincinnati-streetcar-city-moves-toward-eliminating-fares/2602233001/



# B. Staffing & Facility

### 1. Staffing

BCRTA is currently seeking CDL and non-CDL drivers, maintenance technicians. A biweekly email digest of open positions is available. Please contact Kristin Fryer, BCRTA HR Manager (<a href="mailto:fryerk@butlercountyrta.com">fryerk@butlercountyrta.com</a>) if you would like to be added to the mailing list.

BCRTA will begin utilizing a digital marketing firm with the new website and careers page to begin more targeted recruiting later this year. Look for a stronger and more data driven approach moving forward.

### 2. 10-09-01 VOIP Phones

Since September, staff has been working closely with legal counsel to negotiate an agreement pursuant to BCRTA Board Resolution 19-09-01. Although Ring Central was selected as the lowest cost and best product, we have been unable to negotiate an agreement satisfactory to both parties. Staff may try to negotiate with the next bidder of cancel this solicitation and rebid the project.

# 3. Customer Service Center

BCRTA has been working with the City of Middletown to leverage available space at the Middletown Transit Station as BCRTA grows. Beginning in March, Customer Service Representatives will begin moving into a newly refreshed office area at the Transit Station. The new space also includes an indoor customer service window and refreshed customer restrooms that have been unavailable for several years. This partnership will also allow BCRTA to better utilize space within the Hamilton office.

# C. Planning

# 1. Chestnut Street Multimodal Station

BCRTA was awarded \$2.6M in 5339 funds in April 2018 and \$4.M5 in CMAQ funds in 2019 to be put toward the facility. CMAQ funds are programmed for FY 2024.

Information regarding conceptual plans and estimates on the Chestnut Street Multimodal Station is available at <a href="http://www.butlercountyrta.com/oxfordfacility">http://www.butlercountyrta.com/oxfordfacility</a>.

BCRTA staff have been working closely with BCRTA legal counsel and Miami University to begin negotiating a land use/lease agreement and joint development agreement for the construction of the proposed facility.

BCRTA has drafted proposed documents and will begin meeting to negotiate in early February.

### 2. 42X

BCRTA renewed the 42X contract for 2020 with Cincinnati Metro. Staff recommend aggressive pursuit of a cost-sharing model in 2021 after SORTA has completed its ballot initiative. BCRTA is also investigating the availability of OTP2 funds that would allow BCRTA and MTS to operate Cincinnati commuter bus service at a lower cost with more control and flexibility.

# D. Outreach & Communications

### 1. ODOT Director Marchbanks

Matt Dutkevicz attended an event at the Cleveland City Club in March on behalf of the Ohio Transit Risk Pool. ODOT Director Marchbanks was the keynote speaker. He clearly noted that the avenue to better public transit support would be paved through the legislature.

### 2. Ohio Loves Transit

A delegation of BCRTA staff and trustees visited Reps Carruthers, Lang, Keller and Sen Coley on February 12, 2020 as part of the Ohio Public Transit Association's Legislative Day event during Ohio Loves Transit Week.

Staff also rode buses and worked their social media magic on Friday the 14th.

### 3. I-75 WorkLink Corridor

Due to inefficient ridership and the projected loss of funding from Premier Health in Q1 2020, BCRTA has recommended a demand-response model to serve WorkLink constituents in the Middletown-Monroe-Dayton corridor. The partners are currently evaluating the plan. Some decisions remain uncertain as Doug Adkins and Jen Ekey, two major contributors to the plan, are recently no longer with the City of Middletown.

### 4. List of Influencers

As part of addressing BCRTA's newly proposed vision, I would like to gather a list of relationships and influencers that our organization and Board of Trustees believe they can leverage if needed. I am asking staff and trustees to share persons and position/title information so we may create a database that may be used to influence decisions and opinions regarding BCRTA and public transit in our area. Please email Vonda Partin with your information: partinv@butlercountyrta.com.

# E. Funding & Discretionary Grant Availability

# CMAQ/STP

BCRTA applied locally to OKI for the unfunded portion of the Chestnut Fields Multimodal Station & Shared Services Facility. OKI reports they received twenty-one applications totaling more than \$75M. On September 10, 2019 the OKI Prioritization Subcommittee scored BCRTA's application with 74 points, more than any other local project! BCRTA received an official award letter from OKI on December 19, 2019.

# 2. \$70M for Transit (HB 62) – Ohio Transit Partnership Program Grants

State funding awards were made October 25, 2019. BCRTA received \$305,653 in Urban Transit Program funds, \$3,611 in Elderly and Disabled Subsidies, and \$474,383 in discretionary Transit Partnership Program (OTP2) funds for operating assistance and bus replacement match.

# 3. 5339 Bus and Bus Facilities

Staff completed an application requesting the unfunded portion of the Chestnut Fields Multimodal Station & Shared Services Facility. Application were due June 21, 2019. Awards were announced in December 2019. BCRTA was not successful in this round of funding. John and Matt received a debrief from USDOT in Washington regarding weaknesses of the application.

# F. On the Horizon ...

# 1. OPTA Conference

The Ohio Public Transit Association will hold the Annual Conference and Expo April 20-22, 2020 at the Greater Columbus Convention Center. Board members are invited. In addition to class sessions, there will also be tours of the autonomous Linden Leap service, COTA experience Center and CBUS. Matt Dutkevicz is the 2020 Conference Program Chair.

# 2. City of Middletown

Middletown City Council has removed Doug Adkins as City Manager. BCRTA's main point of contact, Susan Cohen has been appointed Acting City Manager. No major changes are expected to BCRTA's relationship with the City at this time. However, several mutual arrangements with pending decisions may be delayed until after new leadership is appointed. This could include the City's pending transportation/transit study, WorkLink, and the transfer of potentially lapsing MTS 5307 funds to be used towards the Chestnut Fields project.

### 3. Accessible Meetings

BCRTA will seek to hold accessible meetings again in 2020. To better connect with consumers, staff is seeking volunteers to host meetings at facilities that are ADA accessible and located on transit lines. If you have a recommendation or would like to host, please contact Matt or Vonda.

# 4. Federal Transit Administration Triennial Review

2020 Is BCRTA's year for another triennial review of compliance with the terms of FTA's master agreement for all grantees. Staff has been collecting data and answering questions for weeks. FTA will be onsite April 28 and 29, 2020. The Board will be apprised of FTA's actions. Trustees should also expect to take up some clean-up legislation before and after the review to bring any items into compliance that may need updating at the Board level. Title VI and EEO Programs are expected to be on the March Board agenda for review and approval.

# Strategic Vision 2025

As Ohio's public transit innovator, BCRTA provides smart mobility options and infrastructure that seamlessly connect people to employers, educational, healthcare, and recreational destinations.

Leverage competitive federal funding and forge mutually beneficial partnerships with organizations, including incubators, chambers, universities, start-ups, economic development bodies, and planning professionals.

- Expand participation in NeoRide as appropriate to address needs and improve grant funding
- Sustain Miami University relationship, plan for future
- Retain BCVSC and BCDD contracts
- Leverage MTS transit plan and maintain relationship with City of Middletown
- Improve DBE access
- Keep finger on pulse of autonomous tech
- Examine Cincinnati commuter service for ways to reduce cost (42X)

Enhance connectivity with constituents by leading in the implementation of new transit tech (onboard Wi-Fi tools).

- Test and expand onboard WIFI where possible
- Implement onboard validation for EZfare
- Expand BGO app service
- · Launch new & updated website
- Expand use of real-time info signs and kiosks

Improve mobility access and eliminate barriers to ridership, especially for riders who may be elderly or have disabilities.

- Reduce DR fares to \$5.00
- Make peak BGO service available
- · Hire operators to address demand
- Relocate customer service closer to riders
- Pursue payment options for unbanked
- Consider free fixed route fares

Support employers with effective workforce transportation in at least 75% of Butler County's densest corridors.

- Evaluate existing R routes for effectiveness and reallocate to improved frequency or BGO as necessary
- Solicit BGO services in employer-dense areas.
- Evaluate options for Spooky Nook connectivity
- · Address Butler/Warren connection in Monroe

Develop multimodal infrastructure and wayfinding to create seamless user experiences.

- Accelerate completion/progress for Oxford Multimodal facility
- Improve Hamilton/Warren County connectivity for fixed route and ADA
- Eliminate paper transfers
- Address Transit Center convenience and utility (Hamilton, Oxford, Middletown)
- Improve regional connections with commuter service, rail, interurban bus, rideshare, bikeshare, scooters

# X. Action Items

# a. Resolution No. 20-02-01: Updating Board Policy 6-10 Conflict of Interest.

Mr. Lawson requested a motion to accept Resolution No. 20-02-01. Mr. Foster made a motion to approve and Mr. Bautz seconded the motion.

Upon a call of the roll, the vote resulted as follows:

Mr. Bautz	YES
Ms. Chandler	ABSENT
Mr. Fehr	YES
Mr. Foster	YES
Mr. Gordon	YES
Mr. Lawson	YES
Ms. Nancy Schmitt	ABSENT
Ms. Scott Jones	ABSENT
Mr. Watt	NO

The resolution was adopted.

# b. Resolution No. 20-02-02: Updating Board Policy 6-03 Procurements.

Mr. Lawson requested a motion to accept Resolution 20-02-02. Mr. Watt made a motion to approve and Mr. Foster seconded the motion.

Upon a call of the roll, the vote resulted as follows:

Mr. Bautz	YES
Ms. Chandler	ABSENT
Mr. Fehr	YES
Mr. Foster	YES
Mr. Gordon	YES
Mr. Lawson	YES
Ms. Nancy Schmitt	ABSEBT
Ms. Scott Jones	ABSENT
Mr. Watt	YES

The resolution was adopted.

# IX. Adjourn

Mr. Bautz moved to adjourn, and Mr. Watt seconded. The motion carried. The meeting was adjourned at 9:16 AM.

Respectfully subjected

Matthew M. Dutkevicz, Executive Director

Approved, Chris Lawson, President

BCRTA Income Statement January 2020

odiladi y 1020				
	Current Month Budget	Current Month Actual	Change	Last Year Current Month
Revenues	3			
Passenger Fares	11,196.00	14,314.00	3,118.00	10,091.12
Contract Service	14,577.00	17,283.36	2,706.36	14,533.69
Other Transit Rev.	100,000.00	112,545.03	12,545.03	100,228.68
Mgt./Cons. Services	10,220.00	10,220.00		10,220.00
Maintenance Services	-	-	-	· -
Rentals	-		-	-
Interest & Other	2,414.33	1,805.03	(609.30)	3,112.83
Local Funding	195,441.84	193,150.85	(2,290.99)	170,964.38
State Funding	25,471.08	72,000.00	46,528.92	43,461.00
Federal Funding	149,183.00	143,669.00	(5,514.00)	117,128.00
In-Kind Items	-			
Total Revenues	508,503.25	564,987.27	56,484.02	469,739.70
Expenses				
Wages	250,116.68	259,544.73	9,428.05	206,313.56
Fringes	75,720.34	80,689.83	4,969.49	65,724.74
Services	30,683.34	42,523.58	11,840.24	26,417.85
Materials & Supplies	47,565.67	40,355.99	(7,209.68)	55,132.77
Utilities	8,220.33	7,685.06	(535.27)	12,542.69
Insurance	19,462.33	16,524.98	(2,937.35)	16,960.54
Taxes	-	=	-	_
Purchased Transportation	45,449.17	45,449.16	(0.01)	42,052.38
Misc. Items	15,162.51	14,891.29	(271.22)	11,168.66
Leases & Rentals	-			
Total Expenses	492,380.37	507,664.62	15,284.25	436,313.19
Gain / (Loss)	16,122.88	57,322.65	41,199.77	33,426.51
Local Share Depreciation	_	21,742.19		
Gain / (Loss) with Local Depr.		35,580.46		

BCRTA Income Statement January 2020

January 2020				
	Year to Date Budget	Year to Date Actual	Change	Year to Date Last Year
Revenues	<u>-</u>			
Passenger Fares	11,196.00	14,314.00	3,118.00	10,091.12
Contract Service	14,577.00	17,283.36	2,706.36	14,533.69
Other Transit Rev.	100,000.00	112,545.03	12,545.03	100,228.68
Mgt./Cons. Services	10,220.00	10,220.00		10,220.00
Maintenance Services	-	-	-	-
Rentals	-	•	=	-
Interest & Other	2,414.33	1,805.03	(609.30)	3,112.83
Local Funding	195,441.84	193,150.85	(2,290.99)	170,964.38
State Funding	25,471.08	72,000.00	46,528.92	43,461.00
Federal Funding	149,183.00	143,669.00	(5,514.00)	117,128.00
In-Kind Items	-			
Total Revenues	508,503.25	564,987.27	56,484.02	469,739.70
Expenses				
Wages	250,116.68	259,544.73	9,428.05	206,313.56
Fringes	75,720.34	80,689.83	4,969.49	65,724.74
Services	30,683.34	42,523.58	11,840.24	26,417.85
Materials & Supplies	47,565.67	40,355.99	(7,209.68)	55,132.77
Utilities	8,220.33	7,685.06	(535.27)	12,542.69
Insurance	19,462.33	16,524.98	(2,937.35)	16,960.54
Taxes	-	=	-	_
Purchased Transportation	45,449.17	45,449.16	(0.01)	42,052.38
Misc. Items	15,162.51	14,891.29	(271.22)	11,168.66
Leases & Rentals		_	-	-
Total Expenses	492,380.37	507,664.62	15,284.25	436,313.19
Gain / (Loss)	16,122.88	57,322.65	41,199.77	33,426.51
Local Share Depreciation	_	21,742.19		
Gain / (Loss) with Local Depr.		35,580.46		

Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balanc
	PNC (National City)					
1/1/20			Beginning Balance			374,057.2
1/2/20	Cash 01/02/2020	CRJ	BCRTA Items	15,00		
1/2/20	41223969/5513	CRJ	BCRTA Items	100.00		
1/2/20	25554	CRJ	Ohio Transit Risk Pool	6,218.71		
1/2/20	25555	CRJ	Ohio Transit Risk Pool	2,624.85		
1/2/20	12/25-12/31/19	CRJ	Farebox Receipts	1,195.74		
1/8/20	199048	CRJ	Easter Seals TriState	70.00		
1/8/20	2124	CRJ	DeCoach Rehabilitation Centre	175.00		
1/8/20	CASH 12/31/19	CRJ	BCRTA Items	1,027.70		
1/8/20	01/01-01/07/2020		Farebox Receipts	1,700.91		
1/8/20	Cash 01082020	CRJ	BCRTA Items	10.00		
1/9/20	8813	CDJ	Affordable Pest Control Inc.	10,00	48,00	
1/9/20	8814	CDJ	Association of Travel Instruct			
1/9/20	8815	CDJ			50.00	
			Alpine Valley Water		17,89	
1/9/20	8816	CDJ	BCRTA Petty Cash		684.33	
1/9/20	8817	CDJ	Cummins Bridgeway LLC		138,44	
1/9/20	8818	CDJ	Cornett's Pressure Cleaning		395,00	
1/9/20	8819	CDJ	Dinsmore & Shohl LLP		2,251.60	
1/9/20	8820	CDJ	Fastenal Company		26.81	
1/9/20	8821	CDJ	Fox Towing Inc.		95.00	
1/9/20	. 8822	CDJ	KOI Enterprises, Inc.		2,697.72	
1/9/20	8823	CDJ	Ohio Deferred Compensation		540,00	
1/9/20	8824	CDJ	Office Depot Inc.		54.99	
1/9/20	8825	CDJ	Tristate Cleaning		500.00	
1/9/20	8826	CDJ	Verizon Wireless		1,282.39	
1/9/20	8827	CDJ	Woodhull		164.84	
1/9/20	8828	CDJ	Gillig		144.56	
1/9/20	8829	CDJ	SuperFleet Mastercard Program		25,143.76	
1/9/20	PRWE 01/03/20	GENJ	1295		23.08	
1/9/20	PRWE 01/03/20		1290		300,00	
1/9/20	PRWE 01/03/20		1293	•	13,99	
1/9/20	PRWE 01/03/20		1287		192,55	
1/9/20	PRWE 01/03/20		(20)			
			1202		14,251.21	
1/9/20	PRWE 01/03/20		1292		26.95	
1/9/20	PRWE 01/03/20		1291		9.00	
1/9/20	PRWE 01/03/20				81,744.36	
1/9/20	PRWE 01/03/20		1289		224.23	
1/9/20	PRWE 01/03/20		1288		230.89	
1/9/20	PRWE 01/03/20		1294		8.30	
1/9/20	AT 01/09/2020	CDJ	Paycom		976.24	
1/10/20	3476	CRJ	BCRTA Items	100.00		
1/13/20	20175	CRJ	Talawanda High School	120,00		
1/13/20	20175	CRJ	Ohio Transit Risk Pool	324.72		
1/15/20	1547	CRJ	Boys & Girls Club WC	1,320.00		
1/15/20	0041267537	CRJ	Ohio Dept of Medicaid	4,340.00		
1/15/20	CASH 01/15/2020	CRJ	BCRTA Items	10,00		
1/15/20	01/08-01/14/2020		Farebox Receipts	2,172.84		
1/16/20		CRJ	BCRTA Items	150,000.00		
1/16/20		CDJ	BCRTA PNC Card Purchases	150,000.00	9,039.74	
1/17/20		CDJ	BraunAbility: The Braun Corpor		181,900.00	
1/17/20		CDJ	Bethesda Healthcare Inc.		· ·	
1/17/20					221.40	
		CDJ	Cincinnati Bell Any Distance		1,581.50	
1/17/20		CDJ	Cintas Corporation		1,130.90	
1/17/20		CDJ	City of Hamilton - Utilities		3,964.81	
1/17/20		CDJ	Fuller Ford		36.27	
1/17/20		CDJ	GemCity Tires, Inc		1,681.80	
1/17/20	8837	CDJ	Graphic Village		2,618.30	
1/17/20	8838	CDJ	ODACS, Inc		460.00	
1/17/20	8839	CDJ	Office Depot Inc.		348,61	

	1/17/20	8841	CDJ	Talawanda School District		7,162.88
	1/17/20	8842	CDJ	WNKN		1,500.00
	1/17/20	CASH 01/17/202		BCRTA Items	721.15	1,500,00
	1/17/20	8837V	CDJ	Graphic Village	2,618.30	
	1/20/20	6776V	CDJ	Butler County Veteran Services	50,000.00	
	1/20/20	ACH 03/29/17	CDJ	Butler County Veteran Services	,	50,000.00
	1/20/20	01202020	GENJ	To account for the voided BCVSC check fror	50,000.00	,
	1/22/20	A0761901	CRJ	Miami University	343,793.16	
	1/22/20	A0761901	CRJ	Miami University - Accounts Pa	3,802.74	
	1/22/20	A0762010	CRJ	Miami University Athletics	2,555.94	
	1/22/20	5456356	CRJ	BCRTA Items	1,208,02	
	1/22/20	0041272077	CRJ	BCRTA Items	100.00	
	1/22/20	267470	CRJ	City of Middletown	107,796.93	
	1/22/20	1/15-1/21/2020	CRJ	Farebox Receipts	2,021.66	
	1/23/20	AT 01/23/2020	CDJ	Paycom		2,368.41
	1/23/20	PRWE 01/17/202	2: GENJ	#1302		109,39
	1/23/20	PRWE 01/17/202		#1301		832,40
	1/23/20	PRWE 01/17/202		#1297		306.25
	1/23/20	PRWE 01/17/202				18,724.95
	1/23/20	PRWE 01/17/202				97,110.54
	1/23/20	PRWE 01/17/202		#1298		224,23
	1/23/20	PRWE 01/17/202		#1296		274.95
	1/23/20	PRWE 01/17/202		#1300		23.08
	1/23/20	PRWE 01/17/202		#1299		300.00
	1/23/20	8843	CDJ	ALLDATA		1,500.00
	1/23/20	8844	CDJ	Alpine Valley Water		18.89
	1/23/20	8845	CDJ	Bryce's Lawncare & Landscaping		115.00
	1/23/20	8846	CDJ	Brighton Spring Service		100.00
	1/23/20	8847	CDJ	CenterGrid, LLC		346,61
	1/23/20	8848	CDJ	Euclid Products Co. Inc.		1,213.00
	1/23/20 1/23/20	8849 8850	CDJ	EasterSeals TriState LLC		1,417.72
	1/23/20	8851	CDJ CDJ	Fox Towing Inc.		95,00
	1/23/20	8852	CDJ	LaForce Inc		1,925.00
	1/23/20	8853	CDJ	Millennium Business Systems Mobilcomm		324.85
	1/23/20	8854	CDJ	Minuteman Press - Fairfield		180.00
	1/23/20	8855	CDJ	NEORide		218.63
	1/23/20	8856	CDJ	Ohio Deferred Compensation		2,000.00
	1/23/20	8857	CDJ	OOD - Oppt for Ohioans w Disab		510.00 50.00
	1/23/20	8858	CDJ	Ohio Transit Risk Pool		6,704.13
	1/23/20	8859	CDJ	Pixels and Dots		63.34
	1/23/20	8860	CDJ	PERS		58,366.14
	1/23/20	8861	CDJ	Planeteria Media		20,000.00
	1/23/20	8862	CDJ	Port Technology LLC		4,749.11
	1/23/20	8863	CDJ	RICOH USA, INC		20.21
	1/23/20	8864	CDJ	Refitt's LLC		350.00
	1/23/20	8865	CDJ	Rumpke Of Ohio Inc.		226.77
	1/23/20	8866	CDJ	Tom Rechtin H&A		183,00
	1/23/20	8867	CDJ	WilzDesign Inc		675.00
	1/23/20	748032	CRJ	BCRTA Items	750,000.00	-1-1
	1/23/20	8868	CDJ	Gillig	•	1,103,676.00
	1/23/20	0872163796	CRJ	Federal Transit Administration	882,940.00	, ,
	1/23/20	0872162197	CRJ	Federal Transit Administration	21,400.00	
	1/23/20	0872162572	CRJ	Federal Transit Administration	36,575.00	
	1/23/20	0872162830	CRJ	Federal Transit Administration	58,502,00	
	1/23/20	0872163395	CRJ	Federal Transit Administration	6,664.00	
•	1/24/20	2143	CRJ	DeCoach Rehabilitation Centre	215.00	
	1/28/20	01/28/2020	CRJ	BCRTA Items		800,000.00
	1/28/20	TXFR 01/28/2020	CRJ	BCRTA Items		100,000.00
	1/29/20		CDJ	A Catered Affair		3,840.00
	1/29/20			Brighton Spring Service		14.70
	1/29/20			Cincinnati Bell		141.81
	1/29/20	8872	CDJ	Middletown Treasury Divison		278.50

	61,05		Cox Media Group	CDJ	8873	1/29/20
	1,768.00		Cornett's Pressure Cleaning	CDJ	8874	1/29/20
	4,030.00		LaForce Inc	CDJ	8875	1/29/20
	595,00		M&M Cleaning	CDJ	8876	1/29/20
	125.00		ODACS, Inc	CDJ	8877	1/29/20
	695.60		Office Depot Inc.	CDJ	8878	1/29/20
	15,047.00		Port Technology LLC	CDJ	8879	1/29/20
	350.00		Refitt's LLC	CDJ	8880	1/29/20
	400.00		Tristate Cleaning	CDJ	8881	1/29/20
	129,50		Verizon Wireless	CDJ	8882	1/29/20
		50,00	BCRTA Items	CRJ	0041305617	1/29/20
	160,62		LaborLawCenter, Inc	CDJ	8883	1/30/20
	3,126,43		Ohio Dept. of Jobs & Family Se	CDJ	8884	1/30/20
0.70 (0.1 #0	3.00	0.100.100.05	Service Charge	GENJ	01/31/20	1/31/20
-259,631.78 114,425.50	2,752,121.15	2,492,489.37	Current Period Change			1/31/20
114,423.30			Ending Balance			1/31/20
					National City)	Savings - PNC
40,644.70			Beginning Balance			1/1/20
		744.67	BCRTA Items	CRJ	CC 12/31/19	1/6/20
		2,478.28	BCRTA Items	CRJ	ACH 01/10/2020	1/10/20
		191.52	Farebox Receipts	O CRJ	BT 1/1-1/31/2020	1/31/20
		30.89	Interest Income	GENJ	01/31/20	1/31/20
	0.42		Service Charge	GENJ	01/31/20	1/31/20
3,444.94	0.42	3,445.36	Current Period Change			
44,089.64			Ending Balance			1/31/20
					Bank	Savings - PNC 1
923,548.83			Beginning Balance			1/1/20
	150,000.00		BCRTA Items - TXFR FROM SAVINGS	CRJ	AT 01/16/2020	1/16/20
	750,000.00	Y MARKET SAVING	BCRTA Items - TRANSFER FROM MONE	CRJ	748032	1/23/20
		800,000.00	BCRTA Items - TSFR TO SAVINGS	CRJ	01/28/2020	1/28/20
		100,000.00	BCRTA Items - TXFR TO SAVINGS	CRJ	TXFR 01/28/202	1/28/20
		534.12	Interest Income	GENJ	01/31/20	1/31/20
534,12	900,000,00	900,534.12	Current Period Change			
924,082.95			Ending Balance			1/31/20

# BCRTA Balance Sheet January 2020

# Assets

Current Assets Checking - PNC Savings - PNC Savings - PNC Bid Deposit M&S Inventory	114,425.50 44,089.64 924,082.95 - 27,662.23	*Other Assets Net Pension Asset Deferred Outflows-Pensions Deferred Outflows-OPEB	13,997.00 1,585,594.00 200,220.00	
Petty Cash Accounts Receivable Prepaids	1,000.00 1,320,245.40 143,077.75	Property & Equipment Vehicles Buildings & Land Furniture & Equipment Amenities & Misc. WIP-35' Buses WIP-Website Accum. Depr.	9,904,483.26 2,744,020.53 901,305.81 67,877.96 1,103,676.00 35,000.00 (6,068,031.40)	
	2,574,583.47		10,488,143.16	Total Assets
(1.1.1b)		•		13,062,726.63
Liabilities & Equity				
Current Liabilities Accounts Payable Payroll Payables Other Payables Accrued PTO Reserve ACA Fines	177,132.84 117,774.07 - 97,771.89 121,275.82	*Long-term Liabilities Net Pension Liability Net OPEB Liability Deferred Inflows-Pensions Deferred Inflows-OPEB	4,962,975.00 2,452,250.00 72,903.00 31,488.00	
FTA Vehicle Funds Future Match Funds Unearned Tickets Unearned MU Funds	68,131.00 20,625.00 27,070.00 - 629,780.62	Equity Balance Equity Federal & State Capital Local Capital Retained Earnings Net Income	2,861,645.23 12,120,729.00 305,776.00 (10,432,142.87) 57,322.65 12,432,946.01	Total Liabilities and Capital
			,,,-	13,062,726.63
				10,002,120.03

<sup>\*</sup>For fiscal year 2018, Borta adopted GASB Statement 75, "Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions," which significantly revises accounting for costs and liabilities related to other postemployment benefits (OPEB).

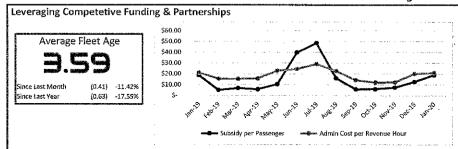
# BCRTA Cash Reserves

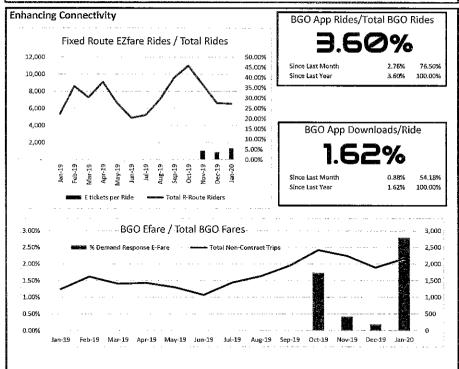
# January 2020

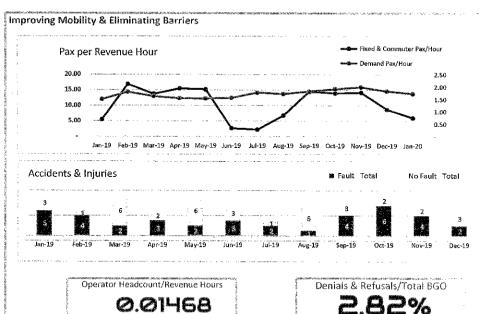
Non-Restricted Funds	297,384.55	
Total Board Reserves	1,647,418.30	
Contingency Funds		
Capital Replacement Funds	321,777.80	2020 - 2021 Local Share of Projects Not Yet on Grants
Working Capital Funds (2 Mths.)	929,124.50	
FTA Grants	396,516.00	Match Required
Match Required or (Overmatch)	396,516.00	
Board Reserves  Local Share Grant Obligations OH-2018-021-00 FFY Pending Federal Oxford Facility Match Pledge Less VW & OTP2 Match Funds Less Projected Local Match	1,365,403.50 91,610.50 200,000.00 (322,373.00) (938,125.00)	MU, MED, R6, VA
Available Funds	1,944,802.85	
Current Liabilities	(629,780.62)	
Current Assets	2,574,583.47	

# **METRIC DASHBOARD**

January 2020









Since Last Year

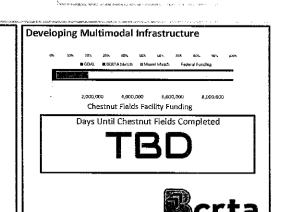
Since Last Month

0%

21%

41%

Since Last Year



Since

### A. Metrics & Service

# 1. BGO Fare Change

Effective, January 2, 2020, BCRTA changed all in-county BGO rates to \$5.00 per trip. This was in response to BCRTA successful Job Shuttle program that was defunded in 2015 and to align more closely with the OKI Coordinated Human Service Transportation Plan and BCRTA updated vision created at the June 2019 board retreat. Both documents address reducing fares or eliminating barriers to transportation.

# 2. Group Fare

Pursuant to the January 2020 BGo fare change, fares were dropped and requests have been increasing. As part of the fare change, BCRTA's "3x" group fare program was discontinued as it was not viable at the newly implemented \$5.00 rate. Several teen centers in the Liberty/West Chester area have expressed need for after school transportation services and expressed concern over the elimination of the group rate. BCRTA staff are examining ways to be responsive within budget and fiscal constraints.

# 3. BCVSC

BCRTA submitted a bid to continue providing transportation to BCVSC and possible brokerage services beginning April 1, 2020. BCVSC's Board will award the contract March 18.

In accordance with the directives of the BCRTA Board of Trustees following the May 2019 regular meeting, BCRTA staff has negotiated a 50% discount with BCVSC for fixed route bus fares not to exceed \$24,999, beginning in 2020.

# 4. Fixed Route Fares

Given a combination of factors including the national conversation, FTA's mandate the U & P routes be free, and total fare revenue, staff has been discussing the feasibility of eliminating fixed route fares. This concept may also directly support several of the visioning benchmarks established at the June 2019 retreat. The idea is preliminary, and staff are still investigating with no solid conclusions at this time.

Staff is currently investigating the possibility of chambers or foundations covering any lost revenue if this strategy is pursued.

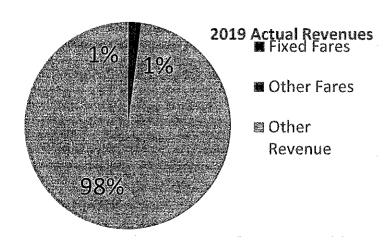
For more reading:

https://www.opb.org/news/article/northwest-transit-system-fareless-busolympia-intercity/

https://www.houstonpublicmedia.org/articles/news/indepth/2020/01/06/355569/metro-is-gathering-input-on-whether-to-stop-collecting-fares/

https://www.citylab.com/transportation/2019/12/free-transit-how-much-cost-kansas-city-bus-streetcar-fare/603397/

https://www.cincinnati.com/story/news/2019/12/03/cincinnati-streetcar-city-moves-toward-eliminating-fares/2602233001/



# B. Staffing & Facility

# 1. Staffing

BCRTA is currently seeking CDL and non-CDL drivers, maintenance technicians. A biweekly email digest of open positions is available. Please contact Kristin Fryer, BCRTA HR Manager (<a href="mailto:fryerk@butlercountyrta.com">fryerk@butlercountyrta.com</a>) if you would like to be added to the mailing list.

BCRTA will begin utilizing a digital marketing firm with the new website and careers page to begin more targeted recruiting in April.

# 2. Customer Service Center

BCRTA has been working with the City of Middletown to leverage available space at the Middletown Transit Station as BCRTA grows. Beginning in late March, Customer Service Representatives will begin moving into a newly refreshed office area at the Transit Station. The new space also includes an indoor customer service window and refreshed customer restrooms that have been unavailable for several years. This partnership will also allow BCRTA to better utilize space within the Hamilton office.

# C. Planning

# 1. Hamilton Train Station?

BCRTA was recently mentioned in news coverage and ideas for plans to repurpose the old CSX station building located in Hamilton. The building would have to be moved and receive a major renovation. BCRTA is discussing its options and capabilities with City officials.

<u>Click here for Facebook video and post</u> <u>Click here for WCPO Coverage</u>

### 2. Chestnut Street Multimodal Station

BCRTA was awarded \$2.6M in 5339 funds in April 2018 and \$4.M5 in CMAQ funds in 2019 to be put toward the facility. CMAQ funds are programmed for FY 2024.

Information regarding conceptual plans and estimates on the Chestnut Street Multimodal Station is available at <a href="http://www.butlercountyrta.com/oxfordfacility">http://www.butlercountyrta.com/oxfordfacility</a>.

BCRTA staff have been working closely with BCRTA legal counsel and Miami University to begin negotiating a land use/lease agreement and joint development agreement for the construction of the proposed facility.

BCRTA has drafted proposed documents and is continuing to negotiate with Miami.

### 3. 42X

BCRTA renewed the 42X contract for 2020 with Cincinnati Metro. Staff recommend aggressive pursuit of a cost-sharing model in 2021 after SORTA has completed its ballot initiative. BCRTA is also investigating the availability of OTP2 funds that would allow BCRTA and MTS to operate Cincinnati commuter bus service at a lower cost with more control and flexibility.

SORTA will be on the Hamilton County ballot March 17.

# D. Outreach & Communications

### 1. COVID-19

BCRTA has been deeply involved in preparations for COVID-19 in March. A current draft of the proposed *BCRTA Contagious Virus Response Plan* is included with these notes. BCRTA is working closely with transit peers, local health departments, BCEMA, and Miami University to address any reasonable prevention measures.

# 2. Art OnBoard

BCRTA staff are having initial discussions with Fitton Center officials regarding opportunities to wrap artwork on BCRTA buses, similar to the StreetSpark program. Discussions are preliminary at this time.

# 3. I-75 WorkLink Corridor

Due to inefficient ridership and the loss of funding from Premier Health in Q1 2020, BCRTA has recommended a demand-response model to serve WorkLink constituents in the Middletown-Monroe-Dayton corridor. Current service will end March 21 and new demand-response style service will be available beginning March 23.

### 4. List of Influencers

As part of addressing BCRTA's newly proposed vision, I would like to gather a list of relationships and influencers that our organization and Board of Trustees believe they can leverage if needed. I am asking staff and trustees to share persons and position/title information so we may create a database that may be used to influence decisions and opinions regarding BCRTA and public transit in our area. Please email Vonda Partin with your information: partinv@butlercountyrta.com.

# E. Funding & Discretionary Grant Availability

1. Integrated Mobility Innovation Demonstration Research Program
Last week Stark Area Regional Transit Authority (SARTA) in partnership with
committed partners, NEORide, CALSTART, Masabi and Cleveland State
University (CSU), along with 9 additional transit agency stakeholders, including
BCRTA were awarded \$2M to develop an innovative alternative payment system
for mobility, business and personal applications targeted to significantly benefit
unbanked, underbanked, low-income, disadvantaged, disabled, student, elderly
and other underserved populations. SARTA and NEORide will be leading the
project.

# CMAQ/STP

BCRTA applied locally to OKI for the unfunded portion of the Chestnut Fields Multimodal Station & Shared Services Facility. OKI reports they received twenty-one applications totaling more than \$75M. On September 10, 2019 the OKI Prioritization Subcommittee scored BCRTA's application with 74 points, more than any other local project! BCRTA received an official award letter from OKI on December 19, 2019.

3. \$70M for Transit (HB 62) – Ohio Transit Partnership Program Grants

State funding awards were made October 25, 2019. BCRTA received \$305,653 in Urban Transit Program funds, \$3,611 in Elderly and Disabled Subsidies, and \$474,383 in discretionary Transit Partnership Program (OTP2) funds for operating assistance and bus replacement match.

# F. On the Horizon ...

# 1. Accessible Meetings

In an effort to provide more accessible meetings to community members and disabled constituents, BCRTA will host the following Board of Trustees meetings this year in more convenient and accessible locations:

May 20, 2020 Community Room - MidPointe Library System 125 S. Broad Street, Middletown, OH 45044

September 16, 2020 City of Oxford Police Station 101 East High Street, Oxford, OH 45056

### 2. OPTA Conference

[cancellation expected] The Ohio Public Transit Association will hold the Annual Conference and Expo April 20-22, 2020 at the Greater Columbus Convention Center. Board members are invited. In addition to class sessions, there will also be tours of the autonomous Linden Leap service, COTA experience Center and CBUS. Matt Dutkevicz is the 2020 Conference Program Chair.

### 3. Federal Transit Administration Triennial Review

2020 Is BCRTA's year for another triennial review of compliance with the terms of FTA's master agreement for all grantees. Staff has been collecting data and answering questions for weeks. FTA will be onsite April 28 and 29, 2020. The Board will be apprised of FTA's actions. Trustees should also expect to take up some clean-up legislation before and after the review to bring any items into compliance that may need updating at the Board level. Title VI and EEO Programs are expected to be on the March Board agenda for review and approval.

# 4. Upcoming Procurements >\$25,000

- a. Moser Court Asphalt Maintenance
- b. Enhanced Gate Security
- c. Onboard Routers

### Strategic Vision 2025

As Ohio's public transit innovator, BCRTA provides smart mobility options and infrastructure that seamlessly connect people to employers, educational, healthcare, and recreational destinations.

Leverage competitive federal funding and forge mutually beneficial partnerships with organizations, including incubators, chambers, universities, start-ups, economic development bodies, and planning professionals.

- Expand participation in NeoRide as appropriate to address needs and improve grant funding
- Sustain Miami University relationship, plan for future
- Retain BCVSC and BCDD contracts
- Leverage MTS transit plan and maintain relationship with City of Middletown
- Improve DBE access
- Keep finger on pulse of autonomous tech
- Examine Cincinnati commuter service for ways to reduce cost (42X)

Enhance connectivity with constituents by leading in the implementation of new transit tech (onboard Wi-Fi tools).

- Test and expand onboard WIFI where possible
- Implement onboard validation for EZfare
- Expand BGO app service
- Launch new & updated website
- Expand use of real-time info signs and kiosks

Improve mobility access and eliminate barriers to ridership, especially for riders who may be elderly or have disabilities.

- Reduce DR fares to \$5.00
- Make peak BGO service available
- Hire operators to address demand
- Relocate customer service closer to riders
- Pursue payment options for unbanked
- Consider free fixed route fares

Support employers with effective workforce transportation in at least 75% of Butler County's densest corridors.

- Evaluate existing R routes for effectiveness and reallocate to improved frequency or BGO as necessary
- Solicit BGO services in employer-dense areas.
- Evaluate options for Spooky Nook connectivity
- Address Butler/Warren connection in Monroe

Develop multimodal infrastructure and wayfinding to create seamless user experiences.

- Accelerate completion/progress for Oxford Multimodal facility
- Improve Hamilton/Warren County connectivity for fixed route and ADA
- Eliminate paper transfers
- Address Transit Center convenience and utility (Hamilton, Oxford, Middletown)
- Improve regional connections with commuter service, rail, interurban bus, rideshare, bikeshare, scooters

# Contagious Virus Response Plan March 2020

Date	Modified By	Modification Description	Approval
3/11/2020	M. Dutkevicz	NEW PLAN	

# Contents

Approval of this Plan
Overview
Identification of Alert Phases
Information & Education
Communication with Emergency Management Resources
Internal Communications
External Communications
Notification Sources
Support & Relationships
Disinfection
Cleaning Processes
Supplies
Employee Hygiene
Sanitary Aids to Limit Spread
Vaccine/Antiviral Medications
Essential Services
Reduction & Shutdown
Remote Working
Business Travel
Restoration of Service
Contacts

# Approval of this Plan

This plan shall be approved by the Executive Director with notice to the Board of Trustees, Director of Operations, Director of Finance and Administration, Vehicle and Facility Maintenance Manager, Planning & Special Projects Manager, and the Mobility Manager.

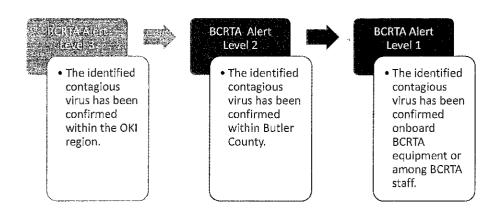
### Overview

BCRTA has established this response plan as a tool to assist in preventing the spread of contagious viruses, including COVID19. BCRTA recognizes the need to transport passengers for essential lifecare services even in the event of a pandemic event. As such, this plan is intended to reduce non-essential contact and services so that staffing and resources can be preserved for those riders that most need services for essential life care services like dialysis and prescription services.

Measures in this plan shall be implemented only as necessary when effective prevention may reduce the threat of disease transmission. Many measures are detailed for implementation as cases of the virus are confirmed in BCRTA's geographic area.

### Identification of Alert Phases

BCRTA shall monitor all threats as identified by the Centers for Disease Control and World Health Organization. Upon Phase 4 of the WHO Pandemic Alert System, BCRTA shall review this plan and prepare for implementation. Steps within this plan shall be implemented during WHO Pandemic Alert Phase 6 as follows:



# Information & Education

Contacts for the implementation of this plan are listed herein. Contacts for partner agencies are also included for the benefit of information-sharing and consolidated communication.

### Communication with Emergency Management Resources

The Director of Operations and Planning & Special Projects Manager shall work in connection with Butler County Emergency Management services to coordinate any required activities within the scope of EMA.

The Executive Director and Director of Operations shall also communicate and coordinate with local health departments for input and oversight of this plan.

#### Internal Communications

The Executive Director shall be responsible for initiating communication or delegating such a responsibility. In the absence of the Executive Director or as emergency may necessitate, the Director of Operations or Director of Finance & Administration shall be empowered to initiate communication.

All contagious virus response communications shall be printed and distributed by hand in addition to being distributed to applicable employees via BCRTA's HRIS system for faster and more thorough response.

Managers and supervisors shall take all reasonable measures to distribute information provided by the CDC or OSHA designed for the well-being and education of workplaces related to any contagious virus responses.

# **External Communications**

The BCRTA Executive Director shall act as the primary contact and Public Information Officer for all purposes of this plan.

In the event that any portion of this plan is enacted, the Mobility Manager shall assume and prioritize external communication responsibilities for social media, email and other forms of public information sharing as delegated or directed by the Executive Director.

The Planning and Special Projects Manager shall be responsible for updating website information and providing updated service and schedule information as promptly as possible.

### Notification Sources

BCRTA will announce any service suspensions via website announcements, service alerts via BuzTrackr and Transit mobile applications, social media (Facebook/Twitter), print media (Journal News/Cincinnati Enquirer), and TV news stations.

### Support & Relationships

BCRTA strives to work closely with partners that can provide scientifically backed guidance and best practices for preventing the spread of any identified contagious virus threat. As such, BCRTA shall maintain close contact with the following agencies and organizations for support and coordination:

- Butler County Emergency Management Association (EMA)
- Butler County Health Department
- · City of Middletown Health Department
- Miami University
- Ohio Public Transit Association
- · Southwest Ohio Regional Transit Authority
- USDOT Federal Transit Administration

### Disinfection

### Cleaning Processes

BCRTA will make best efforts with reduced staffing to disinfectant high traffic surfaces that come in contact with passengers and employees. The Director of Operations and Maintenance Manager shall be responsible for the assignment and training of personnel to complete such activities based on the following guidance:



 BCRTA will rotate cleaning of vehicles to make sure all major contact surfaces are disinfected no less than 2x weekly.



 BCRTA will rotate cleaning of vehicles to make sure all major contact surfaces are disinfected no less than every 48 hours.



 BCRTA will rotate cleaning of vehicles to make sure all major contact surfaces are disinfected no less than 1x daily.

#### Supplies

Given that many disinfection supplies may be difficult to obtain given current demand, BCRTA will make best efforts to maintain current stock. This shall be done by:

- · Securing unused supplies in locked areas.
- Enacting a zero-tolerance theft policy for employees that steal essential virus prevention supplies.
- · Rationing "quick use" supplies by not using for regular cleaning.
- Maintaining onboard inventory procedures for "Quick Use Supplies." "Quick use supplies" shall include:
  - o Hand sanitizer, 16oz or less
  - o Spray "Lysol" or other aerosol disinfectants
  - o "Clorox Wipes" or other prepackaged disinfectant wipes

Major cleaning and disinfection in the facility and onboard vehicles shall be completed by employees with proper PPE and products still generally available through BCRTA suppliers and NOT "quick use supplies."

"Quick use supplies" shall be maintained onboard vehicles for employees to use during the service day as necessary.

For major cleaning and disinfection, BCRTA will use bleach diluted according to manufacturer's directions or CDC guidance. Porous fabrics shall be steam cleaned.

BCRTA shall follow guidance provided by the Center for Disease Control: <a href="https://www.cdc.gov/coronavirus/2019-ncov/community/home/cleaning-disinfection.html">https://www.cdc.gov/coronavirus/2019-ncov/community/home/cleaning-disinfection.html</a>.

The Maintenance Manager and Director or Operations shall be responsible for identifying required materials and supplies. The Director of Finance and Administration shall be responsible for the procurement of any identified supplies consistent with BCRTA's purchasing policies, including emergency protocols if deemed necessary.

### Employee Hygiene

For all workers, regardless of specific exposure risks, it is always a good practice to:

- Frequently wash your hands with soap and water for at least 20 seconds. When soap and
  running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol. Always
  wash hands that are visibly soiled.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- · Avoid close contact with people who are sick.

In the event an IDENTIFIED CONTAGIOUS VIRUS is confirmed in the OKI region, vehicle operators, maintenance personnel and employees must use proper PPE and wash hands thoroughly after completing any potential hazard activities such as:

- Emptying trashcans
- · Cleaning any high contact surfaces onboard vehicles

Normal policy and procedure should also be followed for the cleaning of any body fluids or other bloodborne pathogens.

# Sanitary Aids to Limit Spread

Sanitary aids can assist significantly in limiting the spread of a virus. Additionally, sanitary aids can reassure transit employees and provide them with an added layer of protection in performing their daily functions.

BCRTA has identified the following tasks to implement the acquisition and distribution of sanitary aids as a function of the various alert levels.

Elokiya Alen Level S

- Establish funding authorization for pending sanitary aid expenses related to threat.
- Procure sanitizing products, dispensers, and gel and reserve for use as needed.
- Work with suppliers to ensure steady flow of supply for sanitary aid given progression of threat.
- Disseminate products as needed.
- Acquire needed personal protetive equipment (PPE) for cleaning processes

BCRTA Alert Level 2

- Implement secure inventory control policy, and zero-tolerance theft policy for employees.
- Ensure availability of onboard sanitizing supplies

BCRTA Alert Level 1

- Provide proptective masks to employes that exhibit contagious virus symptoms and require use as a condition of
- \*Provide proptective masks to riders that exhibit contagious virus symptoms and require use as a condition of ridership.

# Vaccine/Antiviral Medications

Given the spread of contagious virus, BCRTA shall work with local health authorities to make vaccinations and/or antiviral medications available for essential transit agency employees.

# **Essential Services**

### Reduction & Shutdown

In the event that an identified contagious virus threat is confirmed locally, BCRTA shall begin to take measures to reduce non-essential services that promote the congregation of people in vehicles. BCRTA may also choose to reduce or shutdown service due to recommendation of local health officials or limited staffing levels cause by a pandemic.

Reduction in service shall take place as follows:



- •R4 and R6 routes suspended with 1 service day of notice; ADA retained
- •BCRTA shall initiate discussions with SORTA regarding appropriate notice and suspension of 42X service.

BCRTA Alert Level 2

- •MTS Color routes suspended with 1 service day of notice; ADA retained
- All R routes suspended with 1 service day of notice; ADA retained

BCRTA Alert Level 1

- •General Public BGO suspended with 1 service day of notice
- Future scheduled trips shall be contacted by Call Center
- •Future reservations taken at discretion of Director of Operations
- •U, P and ADA services suspended with 12 hours of notice

Reductions Due to Staffing Shortages

In the event that a pandemic or contagious virus reduces staffing below required levels, services shall be reduced or eliminated in the following order:

- 1. Commuter Fixed Route (non-contracted)
- 2. Local Fixed Route (non-contracted)
- 3. General Public BGo (non-medical)
- 4. ADA (non-medical, non-contracted)
- 5. Commuter Fixed Route (contracted)
- 6. Fixed Route (contracted)
- 7. BGo (medical)
- 8. ADA (medical)

### Remote Working

Upon written authorization of the President of the BCRTA Board of Trustees, Executive Director, Director of Finance & Administration, or Director of Operations certain employees shall be asked to not report to work or may be equipped to work from home. This shall only be contemplated in the case of WHO

Commented [MD1]: Pending ... need more review.

Phase 6. Special consideration may be granted for employees identified as especially vulnerable to the threat as suggested in guidance provided by local health departments or the Centers for Disease Control & Prevention.

- Essential Employees that may be equipped to work from home with authorization:
  - o Director of Finance and Administration
  - o Director of Operations
  - o Executive Director
  - o HR Manager
  - o Mobility Manager
  - o Operations Managers
  - o Planning & Special Projects Manager
- Non-essential employees that may be asked not to report to work or may be asked to work from home;
  - o Administrative Assistant
  - o Customer Service Representative
  - o Dispatcher
  - o Finance Coordinator
  - o Finance Data Specialist
  - o Operations Supervisors
  - o Transportation Coordinators
  - o Trainers
  - o Trainees
- Essential Employees that must report to work:
  - o Vehicle & Facilities Maintenance Manager
  - o Vehicle Operators
  - o Vehicle Technicians

Employees that work from home must be equipped to log into all necessary systems as determined by his or her direct supervisor. Employees working from home must "report to work" as demonstrated by being available through BCRTA's instant messaging and presence platform.

The Director of Finance and Administration shall work directly with hourly employees asked to work from home to address clock-in and clock-out procedures and other timekeeping needs.

## **Business Travel**

Non-essential business travel for BCRTA employees shall be restricted from any geographic areas within fifty (50) miles of any confirmed cases of an identified contagious virus threat.

## Meetings

BCRTA employees shall make all attempts to attend meetings electronically when possible during any alert phase.

## Restoration of Service

The Executive Director and Director of Operations shall work with local emergency management and health officials to determine appropriate timing for restoring services.

Restoration of services shall be communicated by the Executive Director or his designee and communicated as outlined in this plan.

## Contacts

Matthew Dutkevicz, Executive Director – media contact and primary public transit POC/PIO 513.785.5246 • <a href="mailto:dutkeviczmm@butlercountyrta.com">dutkeviczmm@butlercountyrta.com</a>

Dee Weidner, Director of Admin & Finance - remote working & purchasing contact 513,785,5029 • weidnerd@butlercountyrta.com

Luke Morgan, Director of Operations – service and operations staffing Contact 513,785.5033 • morgani@butlercountyrta.com

Ron Wogenstahl, Vehicle & Facility Maintenance Manager 513.785.5354 • 513.616.5736 • wogenstahlrs@butlercountyrta.com

Shawn Cowan, Mobility Manager – Acting Contagious Disease Response Deputy PIO 513.785.5398 • cowans@butlercountyrta.com

Susan Cohen, Acting City Manager – City of Middletown transit oversight contact 513.425.7910 • <a href="mailto:susanc@cityofmiddletown.org">susanc@cityofmiddletown.org</a>

Shelby Quinlivan, Communication Manager – City of Middletown 513.425.1812 • <a href="mailto:shelbyq@cityofmiddletown.org">shelbyq@cityofmiddletown.org</a>

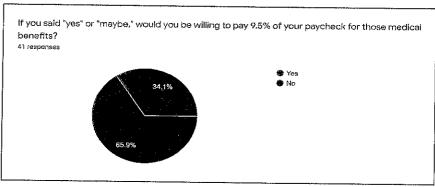
 ${\it Jackie\ Philips,\ Health\ Commissioner-City\ of\ Middletown}$ 

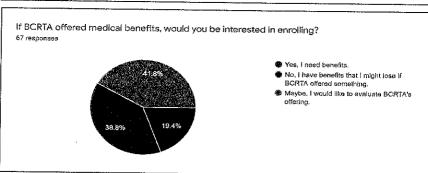
513.425,7854 • jackiep@cityofmiddletown.org

Claire Wagner, Director of University News & Communication – Miami University media contact  $513.529.7592 \cdot 513.330.1145 \cdot \underline{wagnercm@mlamioh.edu}$ 

Chief John McCandless, Chief of Policy – Miami University transit oversight contact 513.529.2223 • <u>mccandim@miamioh.edu</u>

Question	2018 Average Score 49 results	2019 Average Score 67 results			Difference
I know what is expected of me.	4.27	4.06	¥	(0.21)	-4.94%
I have the training, materials and equipment I need to do my work correctly and safely.	4.02	4.07	**	0,05	1.34%
At BCRTA, I have the opportunity to do what I do best every day.	3.94	4.21	♠	0.27	6.89%
In the last seven (7) days, I have received recognition for doing a job well done.	3.00	3.00	*3	0.00	0.00%
My supervisor seems to care about me as a person.	4.00	4.18	<b>^</b>	0.18	4.48%
Someone at BCRTA encourages my professional development.	3.38	3.49	37	0.11	3.24%
My opinions count at BCRTA.	3.02	3.16	Ø	0.14	4.75%
The mission/purpose of BCRTA makes me feel that my Job is important.	3.98	3.91	28	(0.07)	-1.72%
My co-workers are committed to doing quality work.	3.69	3.87	•	0.18	4.83%
l have a best friend at BCRTA.	2,81	2.99	*	0.18	6,29%
in the last six months, someone from BCRTA has talked with me about my progress.	3.51	3.30	Ψ	(0.21)	~6.04%
This last year, I have had the opportunity to learn and grow at BCRTA.	3.51	3.48	3/1	(0,03)	-0.94%





## BCRTA Resolution No. 20-03-01

## Approval of the Butler County Regional Transit Authority 2020 Title VI Program

Whereas BCRTA is a Regional Transit Authority created by resolution of the Butler County Board of Commissioners; and

Whereas as a designated recipient of Federal Transit Administration (FTA) funds, BCRTA is required to comply with the Title VI regulations issued by the United Stated Department of Transportation (USDOT) as a condition of receiving federal funds; and

Whereas every three years BCRTA is required to submit a new Title VI program in accordance with USDOT's 49 CFR Part 21.7; and

Whereas in 2012 Federal Title VI requirements were updated by FTA and require that the Title VI program be approved by BCRTA's governing body; and

Whereas BCRTA's current Title VI Program will expire on March 31, 2020.

Now, therefore, be it resolved that the BCRTA Board of Trustees hereby approves the March 2020 Title VI Program and authorizes the BCRTA Executive Director to complete submission of the final program to FTA. Be it further resolved that the BCRTA Board of Trustees authorizes the BCRTA Executive Director to take any actions necessary to assure organizational compliance with the terms of this policy and regulation.

Approved: March 18, 2020

Chris Lawson

Board President, BCRTA

Matthew Dutkevicz

Executive Director, BCRTA



Title VI Program

Butler County Regional Transit Authority (BCRTA)

January 2017 Revised March 2020

Submitted to:
 Marjorie Hughes
Regional Civil Rights Officer
Federal Transit Administration
200 West Adams Street, Suite 320
Chicago, Illinois 60606

## Butler County Regional Transit Authority (BCRTA) Title VI Program, January 2017 Revised March 2020

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## Butler County Regional Transit Authority (BCRTA) Title VI Program, February 2017 Revised March 2020

## 1 INTRODUCTION

## 1.1 Brief Description of BCRTA as Transit Provider Operating Fewer than 50 Fixed Route Vehicles and with No Subrecipients

Butler County RTA is an FTA designated recipient in Butler County, Ohio with no subrecipients. BCRTA operates 16 motor bus and 1 commuter bus vehicles in peak service and is a part of the Cincinnati Urbanized Area.

From 1999-2002, BCRTA operated countywide fixed route and demand response services. (In 2002, BCRTA shut down its directly-provided countywide public transit services due to the defeat of a countywide sales tax levy.) Since 2003, BCRTA has funded park-n-ride commuter bus services between Butler County and downtown Cincinnati through a contract with the Southwest Ohio Regional Transit Authority (SORTA). Since 2005, BCRTA has been reintroducing public transit services in Butler County with no major service reductions or fare changes since that time. Until 2009, BCRTA primarily offered general public, on demand, door-to door services. In 2009, BCRTA began commuter bus services between Middletown and Hamilton. One (1) transit bus is used for this service during peak hours. In 2010, BCRTA introduced a Middletown-Oxford commuter bus service, using an additional peak bus. In 2012, BCRTA introduced a third commuter route between Oxford and Hamilton using two (2) peak buses. In August 2013, BCRTA began fixed route bus service in Oxford, Ohio using 10 peak buses. In April 2014, BCRTA began fixed route bus service from Hamilton to Tri-County Mall adding connections to the Cincinnati Metro system via the new R4 route. In 2016, BCRTA began fixed route bus service the R6 Job Connector to facilitate employment growth along a heavily distribution/manufacturing corridor in Butler County. In 2018, BCRTA started operating a new commuter route connecting Dayton and Butler County in a test trial with the City of Middletown, City of Monroe, and Premier Health. The trial will end March 21, 2020 and will now be offered as a curb-to-curb program under BCRTA's BGo service. In 2019, the National Transit Database worked with BCRTA to reclassify its routes based on current statistics. There are now ten fixed routes and one commuter route in the BCRTA system.

Current services are further summarized in Appendix A: Exhibit 1.

BCRTA projects almost 580,000 directly provided trips in 2019, has an annual operating budget of approximately \$5.0 million, a fleet of forty-eight (48) buses, employs nine (9) full time employees, three (3) part-time administrative staff, sixty-nine (70) part-time bus operators, fourteen (14) part-time supervisors/dispatchers/schedulers/reservationists, three (3) part-time mechanics, and uses one (1) central facility for administration, scheduling and dispatching, vehicle storage and maintenance, and other miscellaneous transit purposes.

The BCRTA Board of Trustees continues its leadership commitment in exploring transportation options for Butler County citizens and visitors through a strategy of

targeting identified needs through partnerships and coordination with other regional transportation providers.

## 1.2 BCRTA Title VI Plan Policy Statement

The BCRTA assures that no person shall on the grounds of race, color, sex, age, disability or national origin, as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The BCRTA further assures every effort will be made to ensure nondiscrimination in all of its programs activities, whether those programs and activities are federally funded or not.

In the event that the BCRTA distributes federal aid funds to another entity, the BCRTA will include Title VI language in all written agreements and will monitor for compliance. The Manager of Administration serves as the Title VI Coordinator of the BCRTA and is responsible for initiating and monitoring Title VI activities, preparing required reports and other BCRTA responsibilities as required by 23 Code of Federal Regulation (CFR) 200 and 49 Code of Federal Regulation 21.

## 2 GENERAL REPORTING REQUIREMENTS

## 2.1 Title VI Notice to Public.

The following notice is posted on the BCRTA website at www.butlercountyrta.com, within BCRTA vehicles, in the BCRTA facility, and included in all public information materials such as service brochures, notices, etc.

## Title VI Notice of Public Rights The Butler County Regional Transit Authority

The Butler County Regional Transit Authority (BCRTA) operates all services, routes and accommodations without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act of 1964. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under title VI may file a complaint with the BCRTA of Hamilton, Ohio and/or or the Federal Transit Administration (FTA).

For more information on the BCRTA civil rights program, and the procedures to file a complaint, contact 513-785-5022, visit the BCRTA administrative office at 3045 Moser Court, Hamilton, Ohio 45011, or visit www.butlercountyrta.com.

A complainant may file a complaint directly with the FTA by completing a Title VI Complaint Form and mailing it to the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Avenue, SE, Washington, DC 20590.

For information in another language, contact BCRTA at 513-785-5022. Para obtener mas informacion llame a BCRTA at 513-785-5022.

## 2.2 Title VI Complaint Procedures.

These procedures apply to all complaints filed under Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and all related statutes, relating to any program or activity administered by BCRTA or its subrecipients, consultants, and/or contractors. Intimidation or retaliation of any kind is prohibited by law.

These procedures do not deny the right of the complainant to file formal complaints with other state or federal agencies, or to seek private counsel for complaints alleging discrimination. These procedures are part of an administrative process that does not provide for remedies that include punitive damages or compensatory remuneration for the complainant.

Every effort will be made to obtain early resolution of complaints at the lowest level possible. The option of informal mediation meeting(s) between the affected parties and the BCRTA may be utilized for resolution, at any stage of the process. The Title VI Coordinator will make every effort to pursue a resolution to the complaint. Any individual, group of individuals or entity that believes they have been subjected to discrimination prohibited under Title VI and related statutes may file a written complaint to the following address:

Title VI Coordinator
Butler County Regional Transit Authority
3045 Moser Court
Hamilton, OH 45011

The following measures will be taken to resolve Title VI complaints:

- 1) A formal complaint must be filed within 180 days of the alleged occurrence. (See Appendix A, Exhibit 2 for BCRTA Title VI complaint form.) Complaints shall be in writing and signed by the individual or his/her representative, and will include the complainant's name, address and telephone number; name of alleged discriminating official, basis of complaint (race, color, national origin, sex, disability, age), and the date of alleged act(s). A statement detailing the facts and circumstances of the alleged discrimination must accompany all complaints.
- 2) In the case where a complainant is unable or incapable of providing a written statement, a verbal complaint of discrimination may be made to the BCRTA Title VI Coordinator. Under these circumstances, the complainant will be interviewed, and the BCRTA Title VI Coordinator will assist the complainant in converting the verbal allegations to writing.
- 3) When a complaint is received, the Title VI Coordinator will provide written acknowledgment to the complainant, within ten (10) days by registered mail.
- 4) If a complaint is deemed incomplete, additional information will be requested, and the complainant will be provided 60 business days to submit the required

information. Failure to do so may be considered good cause for a determination of no investigative merit.

- 5) Within 15 business days from receipt of a complete complaint, the BCRTA will determine its jurisdiction in pursuing the matter and whether the complaint has sufficient merit to warrant investigation. Within five (5) days of this decision, the Executive Director or his/her authorized designee will notify the complainant and respondent, by registered mail, informing them of the disposition.
  - a. If the decision is not to investigate the complaint, the notification shall specifically state the reason for the decision.
  - b. If the complaint is to be investigated, the notification shall state the grounds of the BCRTA's jurisdiction, while informing the parties that their full cooperation will be required in gathering additional information and assisting the investigator.
- 6) When the BCRTA does not have sufficient jurisdiction, the Executive Director or his/her authorized designee will refer the complaint to the appropriate State or Federal agency holding such jurisdiction.
- 7) If the complaint has investigative merit, the Executive Director or his/her authorized designee will assign an investigator. A complete investigation will be conducted, and an investigative report will be submitted to the Executive Director within 60 days from receipt of the complaint. The report will include a narrative description of the incident, summaries of all persons interviewed, and a finding with recommendations and conciliatory measures where appropriate. If the investigation is delayed for any reason, the investigator will notify the appropriate authorities, and an extension will be requested.
- 8) The Executive Director or his/her authorized designee will issue letters of finding to the Complainant and Respondent within 90 days from receipt of the complaint.
- 9) If the Complainant is dissatisfied with the BCRTA resolution of the complaint, he/she has the right to file a complaint with the:

Regional Civil Rights Officer Federal Transit Administration 200 West Adams Street, Suite 320 Chicago, Illinois 60606 Phone: (312) 353-3770 Fax: (312) 886-0351

2.3 Title VI Complaint Form.

See Appendix A: Exhibit 2 for a copy of BCRTA Title VI Complaint Form. The complaint form can also be found on BCRTA website: www.butlercountyrta.com

## **2.4** Record of Title VI Investigations, Complaints, or Lawsuits. None.

## 2.5 Public Participation Plan.

BCRTA operates according to the BCRTA Board of Trustee Policy shown in section 2.6 to 1) notify the public to changes in services and/or fares; 2) solicit public input when changes are made to transit service and/or fares; and 3) consider public's input when decision regards regarding changes to transit service and/or fares are made.

When soliciting public input BCRTA engages the practices outlined in FTA Circular 4703.1 "Environmental Justice Policy Guidance for Federal Transit Administration Recipients." In particular, when conducting traditional public meetings BCRTA carefully considers the following elements to ensure full community participation, including EJ populations:

- Convenient and accessible locations
- Visual description techniques
- Inclusion of electronically accessible formats
- Time limits for public speakers
- Time limits for BCRTA personnel
- Room arrangements adaptable to crowd size
- Dedicated personnel and resources for disabled or LEP participants
- Reading levels/literacy
- Description of acronyms
- Reducing content into manageable blocks

BCRTA will also make meaningful efforts to engage the public in non-traditional outreach methods such as partnerships with local community actions agencies, municipalities, informal group meetings and digital media. BCRTA currently maintains supportive engagement relationships with the City of Hamilton, the City of Middletown, and Supports to Encourage Low Income Families (SELF) for the purposes of obtaining public feedback to plans and service changes including those that do not meet the threshold for official comment. BCRTA provides information and communication via Facebook and Twitter:

- www.facebook.com/butlercountyrta
- www.twitter.com/BCRTA

Additionally, BCRTA participates in the local Metropolitan Planning Organization's (Ohio-Kentucky-Indiana Regional Council of Government (OKI)) planning and public participation processes, including the development and updates of the Locally Developed Coordinated Public Transit-Human Services Transportation Plan for the OKI region, a process that includes representative of public, private and nonprofit transportation and human services providers and participation by the public. BCRTA

participation is formalized through an annual Memorandum of Agreement (MOA) between OKI and BCRTA.

See Appendix C for a copy of the MOA and current OKI Public Participation Plan.

## 2.6 BCRTA POLICY AND PROCEDURE MANUAL 6-16 Public Comment on Fare and Service Changes

Effective Date: 06-15-2011 Reviewed Date: 05-17-2017

BCRTA will specifically seek public comment on fare and service changes under any of the following circumstances:

1. Any increase to the full adult fare,

2. Any decrease in service in which 25% or more of the total non-contracted system services (based on revenue service hours) are considered for elimination.

When circumstances dictate the solicitation of public comment, then open public meetings and public hearings will be held. The open public meetings may take the form of monthly regular or monthly special BCRTA Board of Trustee meetings. Citizens attending these public meetings where fare or service is considered will be afforded an opportunity to speak to the Board of Trustees. Letters written or referred to the BCRTA with respect to fare or service changes will also be considered at the public meetings.

Additionally, when the BCRTA proposes to increase the fares or decrease service per any of the above circumstances, at least one (1) public hearing will be held prior to the BCRTA Board of Trustee meeting that adopts the budget incorporating the subject fare or service changes.

The Public Hearing will meet the following criteria:

- 1. Published public notice will be given as to the date, time, location and purpose of the public hearing;
- 2. The notice will allow for mailed written public comment in lieu of attendance at the hearing;
- 3. The public notice will be printed at least 10 calendar days prior to the hearing;
- 4. The public hearing will be held in a location accessible to persons with mobility disabilities;
- 5. A record of the proceedings will be made. Transcripts of the proceedings may be obtained at the expense of those requesting such a transcript;
- 6. Comments from the public will be taken up to the closing time of the public hearing. The hearing shall have a duration of no less than one (1) hour for the collection of public comment, and no individual will take more than five (5) minutes to present a view point, and, or the moderator of the public hearing reserves the right to limit comments to five (5) minutes or less;

- 7. For the sake of the record, persons submitting comments at the hearing will be asked to provide their name and address.
- 8. BCRTA officials may make a presentation concerning a fare increase or service reduction:
- 9. The BCRTA Executive Director, the BCRTA Operations Manager, or the President of the BCRTA Board of Trustees will hold, chair, and moderate the public hearing proceedings.

After the Public Hearing, the BCRTA Executive Director will present a summary of the proceedings to the Board of Trustees. The summary will be communicated prior to the BCRTA Board of Trustee meeting that adopts the budget incorporating the subject fare or service changes.

## 2.7 Limited English Proficiency (LEP) Four Factor Analysis & Language Assistance Plan.

See Appendix B.

## 2.8 Membership of Non-Elected Committees and Councils

The BCRTA was created by the Butler County Commissioners in 1994 consistent with Ohio Revised Code 306.32. The originating resolution calls for a nine (9) member Board that serves three (3) year terms. Appointments are the responsibility of the Butler County Commissioners.

17.8% of Butler County 2017 population is considered minority (7.9% black or African American alone; 4.5% Hispanic or Latino alone; 2.9% Asian alone; and 2.5% two or more races).

The current makeup of the BCRTA Board of Trustees is as follows:

	Total	Minority
Male	6	. 0
Female	3	1 (14.3%)
Vacant	0	NA

## 2.9 BCRTA Monitoring of Subrecipients

BCRTA has no subrecipients.

## 2.10 Equity Analysis of Construction Projects.

During the reporting period, BCRTA has not undertaken any construction project that requires an environmental justice analysis.

## 2.11 Evidence of Board Review and Approval of Title VI Program and Policies.

Appendix A, Exhibit 3 contains the Board resolution indicating review and approval of BCRTA 2017 Title VI Program. The BCRTA Board of Trustees will approve updates to the 2020 plan on March 19, 2020.

## 3 Service Standards & Policies

BCRTA Board of Trustees continues its leadership commitment in exploring transportation options for Butler County citizens and visitors through a strategy of targeting identified needs through partnerships and coordination with other regional transportation providers. The BCRTA Board of Trustees adopted the following service standards and policies in March 2010 to guide service development:

## 3.1 Operating Mandates/Board Policy

- 1. BCRTA will operate with a balanced budget
- 2. BCRTA will grow its ridership through increased use of existing programs and implementation of new services.
- 3. BCRTA will leverage its capital resources (facilities and equipment) through community partnerships with qualified organizations.

## 3.2 Service Design Guidelines

As a result of community input, the BCRTA Board of Trustees has made a leadership commitment to adopting a new mobility paradigm tailored to the unique needs of Butler County. A mobility mission calls for creative transportation strategies that leverage local resources and services to move people efficiently and effectively. The focus is on mobility versus mode.

The BCRTA has committed to explore and build upon the following service categories:

- Community requests wherein the sponsoring agency/jurisdiction is willing to contribute at least 45% of the operating costs;
- Fixed-route park-and-ride services to move workers to/from neighboring counties;
- Customized employer-driven solutions to accessing a larger skilled labor pool;
- Collaborative mobility solutions for improving quality of life for target populations;
   and
- County connections to Miami University educational opportunities.

## 3.3 Service Evaluation Factors

Annually the Board of Trustees will monitor and evaluate the following performance metrics:

## 3.3.1 Performance Metrics by Purpose

1. Safety

Safety Incidents/100,000 vehicle miles (Current Goal: 0.50)

## 2. Customer-Focus

- Administrative Cost/Vehicle Mile (Current Goal: Not to exceed \$1.15)
- Trips/Capita (2010 population: 368,130) (Current Goal: 0.25)
- Customer Satisfaction (% satisfaction from annual survey) (Current Goal: Greater than average of 90% satisfaction)
- Average General Public Fare (Current Goal: not to exceed \$5.00 per one-way trip)
- Local Contribution: Program Recovery Ratio: (Current Goal: 20-25%)
- On Time Performance (Current Goal: See Below)
- 3. Foster Service Efficiencies
  - Operating Cost/Vehicle Hour (Current Goal: \$50-\$60)
  - Operating Cost/Passenger Trip (Current Goal: Less than \$38/trip)
- 4. Assure Appropriate Allocation of Resources
  - Passenger Trips/Vehicle Hour (Current Goal: Greater than 1.3 trips/hour)
  - Operating Cost/Vehicle Mile (Current Goal: Less than \$3.85)
  - Vehicle Load Factor (Current Goal: See below)
- 5. Employee Satisfaction
  - Percent satisfaction from annual Workplace Strength survey (Current goal: annual improvements and action plan).

## 3.3.2 BCRTA Service Standards by Mode as of January 1, 2017

## 3.3.2.1 Vehicle Load

Peak and Off-Peak

TOOK ON TO ON TOOK	
Motor Bus	Less than or equal to 1.47 passengers per seat.
Commuter bus	Less than or equal to 1.2 passengers per seat.
Demand Response	Less than or equal to 1.0 passengers per seat.

3.3.2.2 Vehicle Headway

	O.O.Z.Z VCINCIC ITO	dairay
	Peak	Off-Peak
Motor Bus	Less than or equal to 30	Less than or equal to 60 minutes.
	l minutes.	

Commuter bus	Less than or equal to 120	Less than or equal to 120
	minutes.	minutes.

Increased vehicle headways shall first be applied to routes with a history of sustainable high load factor.

## 3.3.2.3 On-Time Performance (OTP)

## Peak and Off-Peak

	Acceptable Early	Acceptable Late	Minimum Standard On- Time
Motor Bus	0-1 minutes	0-5 minutes	95%
Commuter bus	0-1 minutes	0-5 minutes	95%
Demand	0-15 minutes	0-15 minutes	95%
Response			

On-time performance is measured by calculating arrivals at designated time points only.

## 3.3.2.4 Service Availability

BCRTA regularly evaluates the county-wide trips provided per capita based upon the most recent census data available. BCRTA's current goal is 25%. BCRTA expects to provide more than 80% trips per capita in 2013 due to a significant expansion of service in 2013. BCRTA will re-evaluate this goal in 2014.

	Minimum Distance between Designated Stops
Motor Bus	10 miles
Commuter bus	1 mile

## 3.3.3 Vehicle Assignment

Currently, BCRTA has 48 revenue vehicles (see Appendix A: Exhibit 4 for BCRTA vehicle roster) to assign to meet service needs. Each morning, the BCRTA Vehicle and Facility Manager provides the BCRTA Transportation Coordinator with a list of vehicles available for service (identifying fleet scheduled for preventive maintenance and/or repair). The BCRTA Transportation Coordinator assigns available vehicles to meet passenger load and wheelchair requirements. Vehicle assignments vary daily. Coordinators are fully trained to cycle all vehicles through all routes and locations to ensure equitable distribution of assets based on age and condition regardless of community or passenger groups.

## 3.3.4 Transit Amenities

BCRTA operates one (1) commuter bus routes throughout Butler County and ten (10) motor bus fixed routes in Oxford, Ohio. The following amenities practice relates to these services. Other than rider guides and other customer information pieces, passenger amenities are not provided for demand response services. BCRTA has two (2) shelters located at the Miami University City of Hamilton campus. A property owner has installed a bus shelter at the Meijer park-and-ride along the Oxford-Hamilton commuter route. Miami University owns, places, and maintains all passenger amenities for fixed route bus service in Oxford, Ohio.

BCRTA recognizes the importance of passenger amenities in providing comfortable and convenient service to system users as well as attracting new ridership. Amenity, as defined for BCRTA purposes is "any physical improvement made to a bus stop or transit facility that contributes to a rider's comfort, access, and/or safety while either waiting to board, boarding or alighting any BCRTA bus." Amenities will be considered for any BCRTA fixed route and commuter bus service.

There are s (7) specific amenities that BCRTA will consider: bus signage, concrete boarding pads, benches, shelters, trash receptacles, concrete bus pads, and schedule holders. Determining factors that will be used to evaluate whether or not a particular bus stop will be eligible for placement of a specific amenity include but are not limited to: ridership levels, operating characteristics, traffic patterns, terrain, local ordinances or regulations governing the placement of transit amenities, and levels of elderly and disabled boarding's.

## 3.3.4.1 Bus Stop Signage

Bus stop sign area placed to notify passengers where the bus will stop, to provide reference for bus operators, and to assist in marketing the system. To mark the location of all fixed route and commuter bus stops, BCRTA will provide signs and install them free of charge. The bus stop sign:

- Identifies the location as a bus stop
- Includes the number/letter identifier for the bus route (s) using the stop and, when possible, the destination of the route(s)
- Displays the transit information telephone number

There are multiple criteria involved in placing a bus stop sign. Concerns for passenger and public safety, convenience, bus stop visibility and passenger comfort must all be addressed. Signage designating stops will be placed at all BCRTA bus stops.

The following are general guidelines for bus stop sign locations and clearances:

- Every effort will be made to place bus stop signs on an existing utility pole or an existing standard.
- If an existing securement point is unavailable, the sign should be installed on an exclusive standard. In no case should the sign be located closer than 24 inches from the curb back.
- The minimum distance between bus stops is 528 feet (i.e., 1/10 of a mile).
- The bottom of the sign should be seven (7) feet above ground level, and the top should be no higher than 10 feet.

## 3.3.4.2 Concrete Board Pad Location

Boarding pads should be included at all bus stops that have 25 or more passenger boarding's per day.

## 3.3.4.3 Benches

Bus stops with 25 or more boarding's per day can be provided with a concrete boarding pad and a bench.

## 3.3.4.4 Shelters

Shelters should be provided for bus stops with more than 50 boarding's per day. The placement of shelters is preferred to the cap and bench due to its superior protection from the elements. Through local regulations, however, some jurisdictions restrict their use. Each local jurisdiction should be contacted for the placement of a shelter.

## 3.3.4.5 Caps and Benches

A concrete boarding pad with a cap and bench can be provided for bus stops that have boarding's of 50 or more passengers per day where shelters are not permissible due to local ordinance.

## 3.3.4.6 Trash Receptacles

Bus stops that have either a cap and bench or a shelter should be provided with a trash receptacle. At bus stops without a cap and bench or a shelter, a trash receptacles can be installed if a request has been made, the bus stop has boarding of 25 or more passengers per day and, the jurisdiction, business, or property owner agrees to empty the receptacle as needed, but at least weekly.

## 3.3.4.7 Schedule Holders

All BCRTA fixed route and commuter buses will contain schedule holders that show bus arrival times and route information at a specific stop. BCRTA will actively seek opportunities to place schedule holders and BCRTA customer information at key locations along its fixed route and commuter bus alignment and at key destinations such as the Butler County Government Services Center. Major Transfer Centers and areas with more than 100 boarding's per days should be provided schedule holders.

## 3.3.4.8 Maintenance of Amenities

Well maintained bus stops and amenities are crucial to the image of BCRTA as well as the jurisdictions in which they are located. Maintenance of each amenity that meets BCRTA requirements and guidelines will be provided by BCRTA. Any damaged or dirty bus stop site or amenity will be immediately corrected to create a positive impression for transit patrons and the general public.

In those cases where a local jurisdiction or private property owner requests installation of a BCRTA amenity even though the minimum requirement cannot be met, it will be the responsibility of the party requesting the amenity to either maintain it or make arrangements with BCRTA to provide maintenance.

## Appendix A: Exhibits

Exhibit 1: Summary of BCRTA General Public Transit Services

<b>ROUTE NAME</b>	TYPE	SERVICE DAYS	FREQUENCY	VEHICLE TYPE
R1 HAMILTON-	FIXED	M,T,W,TH,FR	60 MINS	CUTAWAY
MIDDLETOWN				
R2 OXFORD-	COMMUTER	M,T,W,TH,FR	120 MINS	BULLET
MIDDLETOWN				CUTAWAY
R3 HAMILTON-	FIXED	M,T,W,TH,FR	60 MINS	GILLIG 30'
OXFORD		engraphy y philosop prophilippy y 1000000 and the total and to the state and all all all and the state and the the total and the		
R4 TRI COUNTY	FIXED	M,T,W,TH,FR	120 MINS	CUTAWAY
R6 JOB	FIXED	M,T,W,TH,FR	120 MINS	CUTAWAY
CONNECTION				
UI CAMPUS	FIXED	M,T,W,TH,FR, SA	15, 30 MINS	GILLIG 30'
CORE				
UIW CAMPUS	FIXED	M, T, W, TH, FR, SA,	35 MINS	GILLIG 30'
CORE		SU		
W/WALMART				
U3 TOLLGATE	FIXED	M,T,W,TH,FR,SA	10, 15, 30 MINS	GILLIG 30'
LOOP				
U4 WESTERN	FIXED	M,T,W,TH,FR,SA,SU	20, 35 MINS	GILLIG 30'
CAMPUS				
P1 CHESTUT	FIXED	M,T,W,TH,FR	20 MINS	GILLIG 30'
FIELDS EXPRESS				
P2 PARK AND	FIXED	M,T,W,TH,FR	35 MINS	GILLIG 30' &
RIDE				CUTAWAY
P3 DITMER	FIXED	M,T,W,TH,FR	20 MINS	GILLIG 30' &
EXPRESS				CUTAWAY

## Hamilton ~ Middletown Shuttle: Route R1

Northbou	nd					·				1	imos :	are ap	oroxim	ate.
Market St. Statlen A	6:30am	7:30am	8:30am	9:30am	10:30am	11:30am	12:30pm	1:30pm	2:30pm	3:30pm	4:30pm	5:30pm	6:30pm	7:30pm
High & East	<b>8.32</b>	7.32	8.32	9:32	10:32	11:32	12:32	1:32	2:32	3:32	4:32	5:32	6:32	7.32
High & Hancock	631	7:33	8:33	9:33	10:33	11:33	12:33	1:33	2:33	3:33	4:33	5:33	6:33	7.33
High & Fair	8.34	7:34	8.34	9:34	10:34	11:34	12:34	1:34	2:34	3:34	4:34	5:34	6:34	7:34
Princeton Square Apts.	6.35	7.35	8:35	9:35	10:35	11.35	12:36	1:35	2:35	3:35	4:35	5.35	<b>6:35</b>	7:35
Wal-MartiFairfield Twp.	6.38	7:36	8:36	9:36	10:36	11.36	12:36	1:36	2:36	3:36	4:36	5.16	6:36	7.36
Endgewater Falls	637	7:37	8:37	9:37	10:37	11:37	12:37	1:37	2:37	3.37	4:37	5.37	6:37	7:37
Buller Tech	8:45am	7:45am	8:45am	9:46am	10:45am	11:45am	12:45pm	1:45pm	2:45pm	3:45pm	4:45pm	5:45pm	6:45pm	7:45pm
SR 4 & Liberty-Fairfield	<b>在</b> 149	7:49	8.49	9:49	10:49	11.49	1249	1:49	2:49	3:49	4:49	5:49	8:49	7.40
SR 4 & SR 747	6.51	7:51	8:51	9:51	10:51	11.51	12:51	1:51	2:51	3:61	4:51	5:51	6:51	7:51
Mource Crossings	6.53	7:53	8:53	9:53	10:53	11.53	12:53	1:53	2:53	3:53	4:53	5.53	6:53	7:53
Kohi's Distr. Center	8:58am	7:58am	8:58am	9:58am	10:58am	11:58am	12:58pn	11:58pm	2:58pm	3:#8pm	4:58pm	5:58pm	8:SBpm	7:50pm
Main & Oxford State	7.05	8:05	9:05	10:05	11:05	12:05	1.65	2:05	3:05	4:05	5:05	<b>6:85</b>	7:05	8:05
Oth & Main	7:08	8:08	9:08	10:08	11:08	12:08	1:88	2:08	3:08	4:08	598	0:08	7:08	8:08
NTS Transit Station	7:19am	8:10am	9:10am	10:10am	11:10am	12:10pm	1:10pm	2:10pm	3:10pm	4:10pm	5:t0pm	0:10pm	7:10pm	6:10 pm.
Cincinnati State	7:14am	8:14am	9:14am	10;14am	11:14am	12:14pm	1:14pm	2:14pm	3:14pm	4: Idom	5:14pm	6:14pm	7c14pen	8:14pm
Southbou	ınd										rimes	are ap	nixon	ate.
Cincinnati Siste	7:15am	8:15am	9:15am	10:15am	11:15ano	12:15pm	1:15pm	2:15pm	3:15pm	4:15pm	Sci Spor	8:15pm	7:15pm	8:15pm
MTS Transit Station	7:30am	8:30am	9:36am		11:30am							8:30pm		8:30pm
9th & Yankeo	7.32	8.32	9.32	10:32	11:32	12:32	1:32	2:32	3:32	4:32	5:32	6:32	7:32	0.32
9th & Main	7:33	8.32	9:33	10:33	11:33	12:33	1:33	2.33	3:33	4.13	5:33	8:33	7:33	8:33
Main & McGuire	7.35	8:35	9:35	10:25	11:35	12:35	1:35	2:35	3:35	4.35	5.35	8:35	7:35	£35
Main & Oxford State	7:17	837	9:37	10:37	11:37	12:37	1:37	2:37	3:37	4:17	537	6:37	7.37	8:37

Cincinnati Siale	Triffam	A:1Sam	9:15am	10:15am	11:15am	12:15mm	1:15nm	2:15pm	3:15nm	4:15nm	Sci Som	8:15om	7:15am	8:15om
MTS Transit Station	7:30am	8:30am	9:36am		11:30am			•	3:30pm		,	8:30pm	7:30pm	9:30pm
9th & Yankee	7.32	8.32	9:32	10:32	11:32	12:32	1:32	2.32	3:32	4:32	5:32	8:32	7:32	0.32
9th & Main	7:33	8.32	9:33	10:33	11:33	12.33	1:33	2.33	3:33	4.13	5:33	8:33	7:33	<b>8:33</b>
Man & McGuire	7.15	835	9:35	10:35	11:35	12:35	1:35	2:35	3:35	4:35	5.35	8:35	7:35	0.35
Moon & Oxford State	7:37	837	9:37	10:37	11:37	12.37	1:37	2:37	3:37	在游	537	6:37	7:37	A37
Kohl's Distribution Cir.	7:45am	\$:45am	9:45am	10:45am	11:45am	12:45pn	1:45pm	2:45pm	3:46pm	4:45pm	5:45pm	6:45pm	7545000	4:45pm
Lescandsväle Lake	7:50	sso	9:50	10:00	11:50	12:50	1:50	2:50	3:9D	4:30	5:50	6:50	7:50	A50
SR4&SR747	7/12	552	9:52	10:52	11:52	12:52	1:52	2:52	3:52	4:52	5:52	6:52	7:52	A:52
Liberty Square	7:54	654	9:54	10:54	1154	12.54	1:54	2:54	3:54	4:54	5:54	6:54	754	B.54
But. Medica, Housing Ath.	7:56	<b>6.56</b>	9:56	10:56	11:56	12.56	1:50	2:56	2:56	4:50	5:56	6:56	FIG	8:56
Sudor Tech	<b>\$100</b> 000	9:00am			12:00pm		2:00pm	3:00pm	4:00gm	5:00gm	a:allam	7:00gm	#300pm	9:00pm
Bridgewater Falls	805	9.05	10:05	11:05	12:05	1:05	2:皖	3:05	4:05	5:05	6:05	7:05	B.05	9.05
Was-Mantif authold Twp.	807	9:07	10:07	11.07	12:07	197	2:07	3:07	4:07	5:07	6:07	7:07	eot	<u>k07</u>
Princelon Square Apts.	數據	9:10	10:10	11:10	12:10	t:10	2:10	3:10	4:10	5:10	8:10	7:10	動物	<b>发刊</b>
High & Fair	8:12	9:12	10:12	11:12	12:12	1:12	2:12	3:12	4:12	5:12	6.12	7:12	B12	<b>£12</b>
High & Erie	8:13	9:13	10:13	11:13	1213	1:13	2:13	3:13	4:13	5:13	6:13	7:13	8:13	LI
Filgh & 7th	8:14	2:14	10:14	11:14	1214	1:14	2:14	3:14	4:14	5.14	6c14	7.14	8.14	<b>经</b> 村
Market St. Stolion A	8:18am	9:18am	10:18am	11:18am	12:180m	1:18om	2:10om	3:18am	4:18000	5:18pm	6:18pm	7:18cm	8:18pm	9: 18 juni

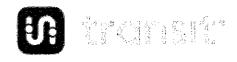
Service Monday through Friday

## \$2.00 per one-way trip

## Half Fare

Passengers with an approved half fare application or ADA application on file and display the proper certification card are eligible to receive half fare privileges on all BCRTA and MTS fixed and commuter routes.

Persons presenting a valid Miami University ID at boarding may ride BCRTA U & R routes for free!



Visit BCRTA at: www.facebook.com/butlercountyrta.com/bcrta, and www.butlercountyrta.com





For Ride Information (513) 785-5237

Service Monday through Friday

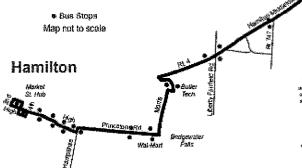
Hamilton - Middletown Shuttle Route R1

## \$2.00 per one-way trip

Passengers with an approved half fare application or ADA application on file and display the proper certification card are eligible to receive half fare privileges on all BCRTA and MTS fixed and commuter routes.

Persons presenting a valid Miami University ID at boarding may ride BCRTA U & R routes for free!

BCRTA operates whenever safety possible. Please visit www.buttercountyrta.com to check service availability during inclement weather.



Middletown 1000 mg/10131 mg/ Havilian-ketanon R

fins a mouse of Public Rights Bulker County Regional Transit Authority

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## Oxford - Middletown Shuttle R2 Monday through Friday, excluding National Holidays

A-10 - 10 - 10 - 10 - 10 - 10 - 10 - 10		9,	<del></del>				
Eastbound					Times	are appro	ximata.
Miami Station E	6:30am	8:30am	10:30am	12:30pm	2:30pm	4:30pm	6:30pm
SR 73 & Wayne-Madison	6:50	8:50	10:50	12:50	2:50	4:50	6:50
Trenton Park & Ride	6:55am	8:55am	10:S5am	12:55pm	2:65pm	4:55pm	6:55pm
State & 1st (Trenton)	6:56	8:56	10:56	12:56	2:56	4:56	6:56
State & 3rd (Trenton)	6:57	8:57	10:57	12:57	2:57	4:57	6:57
Engles Comer	7:00	9:00	11:00	1:00	3:00	5:00	7:00
Main & 9th	7:04	9:04	11:04	1:04	3:04	5:04	7:04
MTS Transit Station	7:10am	9: 10am	11:10am	1:10pm	3.10pm	5:10pm	7:10pm
Dollar General	7:14	9:14	11:14	1:14	3:14	5:14	7:14
Marsh	7:16	9:16	11:16	1:16	3:16	5:16	7:16
University & Park	7:18	9:18	11:18	1:18	3:18	5:18	7:18
MU-Middletown	7:19am	9:19am	11: 19am	1:19pm	3:19pm	5:19pm	7:19pm
Westbound				100	Times	are appro	ximate.
	- 44						See Mark
MU-Middletown	7:20am	9:20am	11:20em	1:20pm	3:20pm	5:20pm	7:20pm
University & Park	7:23	9:23	11:23	1:23	3:23	5:23	7:23
Shafor & Miami	7:25	9:25	11:25	1:25	3:25	5:25	7:25
Shafor & Miami MTS Transit Station	7:25 7:40am	9:25 9:40am	11:25 11:40am	1:25 1:40pm	3:25 <b>3:40</b> pm	5:25 8:40pm	7:25 <b>7:40</b> pm
Shafor & Miami MTS Transit Station 9th & Yankee	7:25 7:40am 7:42	9:25 <b>9:40am</b> 9:42	11:25 <b>11:40</b> am 11:42	1:25 1:40pm 1:42	3:25 3:40pm 3:42	5:25 <b>5:40pm</b> 5:42	7:25 <b>7:40pm</b> 7:42
Shafor & Miami MTS Transit Station 9th & Yankee 9th & Main	7:25 7:40am 7:42 7:43	9:25 9:40am 9:42 9:43	11:25 11:40am 11:42 11:43	1:25 1:40pm 1:42 1:43	3:25 3:40pm 3:42 3:43	5:25 <b>5:40pm</b> 5:42 5:43	7:25 <b>7:40</b> pm 7:42 7:43
Shafor & Miami MTS Transif Station 9th & Yankee 9th & Main Main & McGuire	7:25 7:40am 7:42 7:43 7:45	9:25 9:40am 9:42 9:43 9:45	11:25 11:40am 11:42 11:43 11:45	1:25 1:40pm 1:42 1:43 1:45	3:25 3:40pm 3:42 3:43 3:45	5:25 8:40pm 5:42 5:43 5:45	7:25 <b>7:40pm</b> 7:42 7:43 7:45
Shafor & Miami MTS Transit Station 9th & Yankee 9th & Main Main & McGuire Engles Corner	7:25 7:40am 7:42 7:43 7:45 7:47	9:25 9:40am 9:42 9:43 9:45 9:47	11:25 11:40am 11:42 11:43 11:45 11:47	1:25 1:40pm 1:42 1:43 1:45 1:47	3:25 3:40pm 3:42 3:43 3:45 3:47	5:25 <b>5:40pm</b> 5:42 5:43 5:45 5:47	7:25 7:40pm 7:42 7:43 7:45 7:47
Shafor & Miami MTS Transit Station 9th & Yankee 9th & Main Main & McGuire Engles Corner State & 3rd (Trenton)	7:25 T:40am 7:42 7:43 7:45 7:47	9:25 9:40am 9:42 9:43 9:45 9:47 9:50	11:25 11:40am 11:42 11:43 11:45 11:47 11:50	1:25 1:40pm 1:42 1:43 1:45 1:47 1:50	3:25 3:40pm 3:42 3:43 3:45 3:47 3:50	5:25 8:40pm 5:42 5:43 5:45 5:47 5:50	7:25 7:40pm 7:42 7:43 7:45 7:47 7:50
Shafor & Miami MTS Transit Station 9th & Yankee 9th & Main Main & McGuire Engles Corner State & 3rd (Trenton) State & 2nd (Trenton)	7:25 T:40am 7:42 7:43 7:45 7:47 7:50	9:25 9:40am 9:42 9:43 9:45 9:47 9:50	11:25 11:40am 11:42 11:43 11:45 11:47 11:50	1:25 1:40pm 1:42 1:43 1:45 1:47 1:50	3:25 3:40pm 3:42 3:43 3:45 3:47 3:50 3:51	5:25 8:40pm 5:42 5:43 5:45 5:47 5:50 5:51	7:25 7:40pm 7:42 7:43 7:45 7:47 7:50 7:51
Shafor & Miami MTS Transif Station 9th & Yankee 9th & Main Main & McGuire Engles Corner State & 3rd (Trenton) State & 2nd (Trenton) Trenton Park & Ride	7:25 7:40am 7:42 7:43 7:45 7:47 7:50 7:51 7:55am	9:25 9:40am 9:42 9:43 9:45 9:47 9:50 9:51 9:55am	11:25 11:40am 11:42 11:43 11:45 11:47 11:50 11:51 11:55am	1:25 1:40pm 1:42 1:43 1:45 1:47 1:50 1:51 1:55pm	3:25 3:40pm 3:42 3:43 3:45 3:47 3:50 3:51 3:55pm	5:25 5:40pm 5:42 5:43 5:45 5:47 5:50 5:51 6:55pm	7:25 7:40pm 7:42 7:43 7:45 7:47 7:50 7:51 7:55pm
Shafor & Miami MTS Transif Station 9th & Yankee 9th & Main Main & McGuire Engles Corner State & 3rd (Trenton) State & 2nd (Trenton) Trenton Park & Ride SR 73 & Wayne-Madison	7:25 7:40am 7:42 7:43 7:45 7:47 7:50 7:51 7:55am 7:56	9:25 9:40am 9:42 9:43 9:45 9:47 9:50 9:51 9:55am 9:56	11:25 11:40am 11:42 11:43 11:45 11:47 11:50 11:51 11:55am 11:56	1.25 1.40pm 1.42 1.43 1.45 1.47 1.50 1.51 1.56pm	3:25 3:40pm 3:42 3:43 3:45 3:47 3:50 3:51 3:85pm 3:56	5:25 8:48pm 5:42 5:43 5:45 5:47 5:50 5:51 6:55pm 5:56	7:25 7:40pm 7:42 7:43 7:46 7:47 7:50 7:51 7:55pm 7:56
Shafor & Miami MTS Transit Station 9th & Yankee 9th & Main Main & McGuire Engles Corner State & 3rd (Trenton) State & 2nd (Trenton) Trenton Park & Ride SR 73 & Wayne-Madison Cole Services Building	7:25 7:40am 7:42 7:43 7:45 7:47 7:50 7:51 7:55am 7:56 8:12	9:25 9:40am 9:42 9:43 9:45 9:47 9:50 9:51 9:55am 9:56 10:12	11:25 11:40am 11:42 11:43 11:45 11:50 11:51 11:55am 11:56 12:12	1:25 1:40pm 1:42 1:43 1:45 1:47 1:50 1:51 1:56pm 1:56 2:12	3:25 3:40pm 3:42 3:43 3:45 3:47 3:50 3:51 3:55pm 3:56 4:12	5:25 8:48pm 5:42 5:43 5:45 5:47 5:50 5:51 6:55pm 5:56 6:12	7:25 7:40pm 7:42 7:43 7:46 7:47 7:50 7:51 7:55pm 7:56 8:12
Shafor & Miami MTS Transit Station 9th & Yankee 9th & Main Main & McGuire Engles Corner State & 3rd (Trenton) State & 2nd (Trenton) Trenton Park & Ride SR 73 & Wayne-Madison Cole Services Building East Quad	7:25 7:40am 7:42 7:43 7:45 7:47 7:50 7:51 7:55am 7:56 8:12 8:13	9:25 9:40am 9:42 9:43 9:45 9:47 9:50 9:51 9:56am 9:56 10:12 10:13	11:25 11:40am 11:42 11:43 11:45 11:50 11:51 11:55am 11:56 12:12 12:13	1:25 1:40pm 1:42 1:43 1:45 1:47 1:50 1:51 1:56pm 1:56 2:12 2:13	3:25 3:40pm 3:42 3:43 3:45 3:47 3:50 3:51 3:55pm 3:56 4:12 4:13	5:25 8:48pm 5:42 5:43 5:45 5:47 5:50 5:51 6:55pm 5:56 6:12 6:13	7:25 7:40pm 7:42 7:43 7:46 7:47 7:50 7:51 7:55pm 7:56 8:12 8:13
Shafor & Miami MTS Transit Station 9th & Yankee 9th & Main Main & McGuire Engles Corner State & 3rd (Trenton) State & 2nd (Trenton) Trenton Park & Ride SR 73 & Wayne-Madison Cole Services Building East Quad Farmer School	7:25 7:40am 7:42 7:43 7:45 7:47 7:50 7:51 7:55am 7:56 8:12 8:13	9:25 9:40am 9:42 9:43 9:45 9:47 9:50 9:51 9:56am 9:56 10:12 10:13 10:15am	11:25 11:40am 11:42 11:43 11:45 11:50 11:51 11:55am 11:56 12:12 12:13	1-25 1-40pm 1-42 1-43 1-45 1-47 1-50 1-51 1-56pm 1-56 2-12 2-13 2:15pm	3:25 3:40pm 3:42 3:43 3:45 3:47 3:50 3:51 3:85pm 3:56 4:12 4:13 4:15pm	5:25 8:48pm 5:42 5:43 5:45 5:47 5:50 5:51 6:55pm 5:56 6:12 6:13 6:15pm	7:25 7:40pm 7:42 7:43 7:45 7:47 7:50 7:51 7:55pm 7:56 8:12 8:13 8:15pm
Shafor & Miami MTS Transit Station 9th & Yankee 9th & Main Main & McGuire Engles Corner State & 3rd (Trenton) State & 2nd (Trenton) Trenton Park & Ride SR 73 & Wayne-Madison Cole Services Building East Quad	7:25 7:40am 7:42 7:43 7:45 7:47 7:50 7:51 7:55am 7:56 8:12 8:13	9:25 9:40am 9:42 9:43 9:45 9:47 9:50 9:51 9:56am 9:56 10:12 10:13	11:25 11:40am 11:42 11:43 11:45 11:50 11:51 11:55am 11:56 12:12 12:13	1:25 1:40pm 1:42 1:43 1:45 1:47 1:50 1:51 1:56pm 1:56 2:12 2:13	3:25 3:40pm 3:42 3:43 3:45 3:47 3:50 3:51 3:55pm 3:56 4:12 4:13	5:25 8:48pm 5:42 5:43 5:45 5:47 5:50 5:51 6:55pm 5:56 6:12 6:13	7:25 7:40pm 7:42 7:43 7:46 7:47 7:50 7:51 7:55pm 7:56 8:12 8:13

## Service Monday through Friday

## \$2.00 per one-way trip

## Half Fare

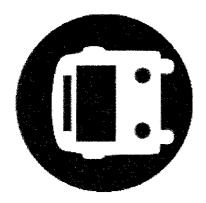
Passengers with an approved half fare application or ADA application on file and display the proper certification card are eligible to receive half fare privileges on all BCRTA and MTS fixed and commuter routes.

Persons presenting a valid Miami University ID at boarding may ride BCRTA U & R routes for free!





## Middletown-Oxford Shuttle

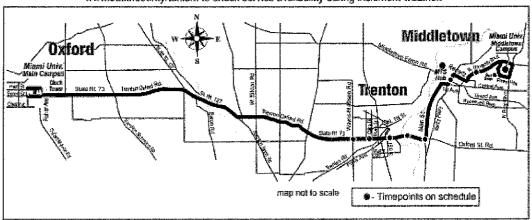




(513) 785-5237
For Ride Information
Hective Jan 2, 2020

## Middletown - Oxford Shuttle R2 Service Monday through Friday, Excluding National Holidays

BCRTA operates whenever safely possible. Please call 513-785-5237 or visit www.butlercountyrta.com to check service availability during inclement weather.



## \$2.00 per one-way trip

## Half Fare

Passengers with an approved half fare application or ADA application on file and display the proper certification card are eligible to receive half fare privileges on all BCFRTA and MTS fixed and commuter routes.

Persons presenting a valid Miami University ID at boarding may ride BCRTA U & R routes for free!

## Time versiones as Poblic Slights Bestior County Regional Transil Authority

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Harrison, cos estatos mercescas salamentamente.
For escue adamatica activida cientiglas program, son tre procedente so fae a
computar, cortais (5:14) 223-5002, or visitous attivisassem estes as 1066 Misson Ct.
Harrison, Ori 15511. For escue intervalor, visit orno inclusionallystatus.

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Berformation is received in another targuage, contact the BCRT Aut St 1.785-St

Visit BCRTA at: www.facebook.com/butlercountyrta, www.twitter.com/bcrta, and www.butlercountyrta.com

## Hamilton - Oxford Connector: Route R3

Monday through Friday, effective - January 2, 2020

Northbo	unc									Times :	are app	roxima	te.
Fairfield Crossing P&R	6:05am	7:05am	8:05am	9:05am	10:05am	11:06am	1:05pm	3:05pm	4:05pm	5:05pm	6:05pm	8:06pm	10:05pm
Pleasant & Foster	6:09	7:09	8:09	9:09	10:09	11:09	1:09	3:09	4:09	5:09	6:09	8:09	10:09
Lindenwald Med. Ontr.	6.10	7:10	8:10	9:10	10:10	11:10	1:10	3:10	4:10	5:10	6:10	8:10	10:10
Pleasant & Fairview	6:11	7:11	8:11	9:11	10:11	11:11	1:11	3:11	4:11	5:11	6:11	8:11	10:11
MU-Hamilton	6:15am	7:15am	8:15am	9:15am	10:15am	11:15am	1:15pm	3:15pm	4:15pm	5:15pm	6:15pm	8:15pm	10:15pm
Lane Admin. Bildg.	6:16	7:16	8:16	9:16	10:16	11:16	1:18	3:16	4:16	5:16	6:16	8:16	10:16
Third & Dayton	6:17	7:17	8:17	9:17	10:17	11:17	1:17	3:17	4:17	5:17	6:17	8:17	10:17
Market St. Station 8	6:22am	7:22em	8:22am	9:22am	10:22am	11:22am	1:22pm	3:22pm	4:22pm	5:22pm	6:22pm	8:22pm	10:22pm
Main & D	6.25	7:25	8:25	9:25	10:25	11:25	1:25	3:25	4:25	5:25	6.25	8:25	10:25
Main & Lawn	6:27	7:27	£27	927	10:27	11:27	1:27	3:27	4:27	5:27	8:27	8:27	10:27
Main & McKinley	6:29	7:29	8:29	9:29	10:29	11:29	1:29	3:29	429	5:29	6:29	8:29	10:29
Main & Brookwood	6:30	7:30	8:30	9:30	10:30	11:30	1:30	3:30	4:30	5:30	6:30	8:30	10:30
Kroger W. Hamilton	6.32	7:32	8:32	9:32	10:32	11:32	1.32	3:32	432	5:32	6:32	8:32	10:32
Meijer/W. Hamilton P&R	6:35am	7:35am	8:15em	9:35am	10:35am	ft:35am	1:35pm	3:35pm	4:35pm	5:35pm	8:35pm	8:35pm	10:35pm
Island Lake Park	6:42	7:42	8:42	9:42	10:42	11:42	1:42	3:42	4:42	5:42	6:42	8:42	10:42
Talawanda@ndian Trace	6:47	7:47	8:47	9:47	10:47	11:47	1:47	3:47	4:47	5:47	6:47	8:47	10:47
Oak and Harris	\$k\$1am	7:51am	a:#1am	9:51am	10:51am	11:51am	1:51pm	3:51pm	4:51pm	5:51pm	6:51pm	8:51 pm	10:51 pm
Richard Hall	<b>8:53</b>	7:53	8:53	9:53	10:53	11:53	1:53	3:53	4:53	5:53	6:53	8:53	10:53
Oak & Spring	6:55	7:55	8:55	9:55	10:55	11:55	1:55	3:55	4:55	5:55	6:55	8:55	10.55
Miami Station C	6:57am	7:57am	8:57am	9:57am	10:57am	11:57am	1:57pm	3:57pm	4:57pm	5:57pm	6:57pm	8:57pm	10:57pm
Southbo	une	t	,							Times	are app	roxima	ite.
Miami Station C	7:10am	8:10am	9:10am	10:10am	11:10am	12:10pm	2:10pm	4:10pm	5:10pm	6:10pm	7:10pm	9:10pm	11:10pm
Stanton Hali	7:11	8:11	9:11	10:11	11:11	1211	2:11	4:11	5:11	6:11	7:11	9:11	11:11
Indian Trace	7:16	8:16	9:16	10:16	11:16	12:16	2:16	4:18	5:16	6:16	7:16	9:16	11:10
Island Lake Ph.McGorigle	7:22	8:22	9:22	10:22	11:22	12:22	2:22	4:22	5:22	8:22	7:22	9:22	11:22
MeljorW. Hamilton P&Ř	7:30sm	8:30am	9:30am	10:30am	11:30am	12:30pm	2:30pm	4:30pm	5:30pm	6:30pm	7:30pm	9:30pm	11:30 pm
Bob Evans#Kroger	7:31	831	9:31	10:31	11:31	12:31	2:11	4:31	5:31	6.31	7:31	9:31	11:31
Main & Brookwood	7:32	8.32	9:32	10:32	11:32	12:32	2:32	4:32	5:32	6:32	7:32	9:32	11:32
Buller Co. Lurriber	7:34	8:34	120	10:34	11:34	12:34	2.34	4:74	5.34	6.34	7:34	9:34	11:34
Armstead Park	7:36	8:36	9:36	10:36	11:36	12:36	2:36	4:36	5:36	6:36	7:36	9:36	11:36
Market St. Station A	7:36am	8:38am	9:38am	10:38am	11:3Bam	12:38pm	2:38pm	4:39pm	5:18pm	638pm	7:38pm	9:38pm	11:38pm
Third & Dayton	7:30	8:33	9:39	10:39	11:39	12:39	239	4:39	5:39	6:39	7:39	9:39	11:39
University Hall	7:44	8:44	9:44	10:44	11.44	1244	2:44	4:44	5:44	6:44	7:44	9.44	11:44
MU-Hamilton	7:46am	ទី១45៩ភា	9:45am	10:45am		12:45pm	2:45pm	4:45pm	5:45pm	6:45pm	7:45pm	9:45pm	11:45pm
Pleasant & Fairview	7:48	8:48	9:48	10:48	11:48	12:48	2:48	4:48	5:48	6:48	7:48	9:48	11:48
Lindenwald Med. Cnir.	7:49	8:49	9:49	10:49	11:49	1249	2:49	4:49	5:49	8:49	7:49	9.49	11:49
Pleasant & Foster Fairfield Crossing P&R	7:50 7:55am	8:50 8:55am	9:50 9:55am	10:50 10:55am	11:50 11:55am	12:50 12:55pm	2:50 2:55pm	4:50 4:50pm	5:50 5:56pm	6:50 6:55pm	7:50 7:55pm	9:50 9:55pm	11:50 11:55pm

Service Monday through Friday

\$2.00 per one-way trip

## Half Fare

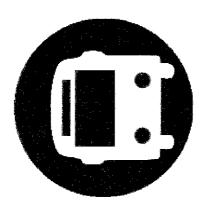
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Persons presenting a valid Miami University ID at boarding may ride BCRTA U & R routes for free!





# Hamilton-Oxford

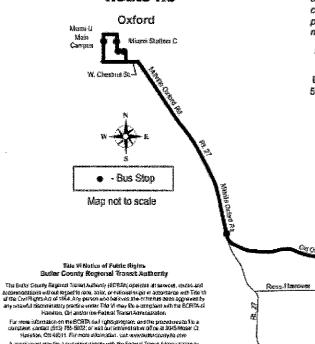




For Ride Information Effective - Jan 2, 2020 (513) 785-5237

## Service Monday through Friday

## Hamilton - Oxford Connector Route R3



## 52.00 per one-way trip

## Half Fare

Passengers with an approved half fare application of ADA application on file and display the proper certification card are eligible to receive half fare privileges on all BCRTA and MITS fixed and com-

Persons presenting a valid Miami University ID at boarding may ride BCRTA U & R routes for free!

BCRTA operates whenever safely possible. Please call 513-785-5237 or visit www.bullercountyrta.com to check service availability during inclement weather.

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Tri-County Shuttle: Route R4

	AF # 14	reservery .	72242424	z BIULIL	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
Outbound						Times	are approximate.
Market St. Station B	6:30am	8:30am	10:30am	12:30pm	2:30pm	4:30cm	6:30pm
Front & Court	6:32	8:32	10:32	12:32	2:32	4:32	6:32
Front & Wilson	6:33	8:33	10:33	12:33	2:33	4:33	6:33
Pershing & 2nd	6:34	8:34	10:34	12:34	2:34	4:34	6:34
Central & Chestnut	6:35	8:35	10:35	12:35	2:35	4:35	6:35
Central & Hanover	6:36	8:36	10:36	12:36	2:36	4:36	6:36
Hanover & East	6:38	8:38	10:38	12:38	2:38	4:38	6:38
Hanover & 14th	6:40am	8:40am	10:40am	12:40pm	2:40pm	4:40pm	6:40pm
Erie & Grand	6:42	8:42	10:42	12:42	2:42	4:42	6:42
McDonald's/Erie Bivd.	6:43	8:43	10:43	12:43	2:43	4:43	6:43
Dixie & Bohmeyer	6:44	8:44	10:44	12:44	2:44	4:44	6:44
Obice & Corwin	6:46	8:46	10:46	12:46	2:46	4:48	6:46
Fairfield Crossing P&R	6:55am	8:55am	10:55am		2:55pm	4:55pm	6:55pm
Olxie & Hicks	6:57	8:57	10:57	12:57	2:57	4:57	6:57
Olxie & Nilles	6:58	8:58	10:58	12:58	2:58	4:58	6:58
Dixle & Boehm	6:59	8:59	10:59	12:59	2:59	4:59	6:59
Dixie & Gilmore	7:00	9:00	11:00	1:00	3:00	5:00	7:00
Gilmore & Resor	7:02	9:02	11:02	1:02	3:02	5:02	7:02
Gilmore & Forest Fair	7:05	9:05	11:05	1:05	3:05	5:05	7:05
Forest Park Park & Ride	7:10am	9:10am	11:10am	1:10pm	3:10pm	5:10pm	7:10pm
Winton Kemper Plaza	7:12	9:12	11:12	1:12	3:12	5:12	7:12
Kemper & Springfield	7:14	9:14	11:14	1:14	3:14	5:14	7:14
Northland & Tri-County	7:17	9:17	11:17	1:17	3:17	5:17	7:17
Kemper & Jake Sweeney	7:18	9:18	11:18	1:18	3:18	5:18	7:18
Tri-County Mali	7:21am	9:21am	11:21am	1:21pm	3:21pm	5:21pm	7:21pm
124 - SECONDIA 62 2 441 MAIN	2-9-00-23-02-08	APONE S CASSO	3 4 235 4 634 Y B	2 172D 10 2 P 1 0 3	A. Mari at 150 at 12 at 1	**************************************	
	2 880 2000 8	P. 14111	1 4 205 2 034,78	2.720.32.00			s are approximate.
Inbound						Time	s are approximate.
Inbound M-County Mall	7:30am	9:30am	11:30am	1:30pm	3:30pm	Time: 5:30pm	s are approximate. 7:30pm
Iльочпо Tri-County Mall Kemper & Jake Sweeney	7:30am 7:32	9:30am 9:32	11:30am 11:32	1:30pm 1:32	3:30pm 3:32	Time: 5:30pm 5:32	s are approximate. 7:30pm 7:32
Inbound Tri-County Mall Kemper & Jake Sweeney Northland & Tri-County	7:30am 7:32 7:34	9:30am 9:32 9:34	11:30am 11:32 11:34	1:30pm 1:32 1:34	3:30pm 3:32 3:34	71me 5:30pm 5:32 5:34	s aro spproximate. 7:30pm 7:32 7:34
Inbound Tri-County Mall Kemper & Jake Sweeney Northland & Tri-County Kemper & Hanover	7:30am 7:32 7:34 7:38	9:30am 9:32 9:34 9:38	11:30am 11:32 11:34 11:38	1:30pm 1:32 1:34 1:38	3:30pm 3:32 3:34 3:38	6:30pm 5:32 5:34 5:38	s ere approximate. 7:30pm 7:32 7:34 7:38
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Persons presenting a valid Miami University ID at boarding may side regional BCRTA routes for free! Service Monday through Friday

## 52.00 per one-way trip

Half Fare Elderly passengers, disabled passengers, and Medicare cardholders are eligible to pay half fare on all BCRTA U & R routes and also on MTS Blue, Gold, Green and Red routes.





Visit BCRTA at: www.facebook.com/butiercountyrta, www.twitter.com/bcrta, and www.butlercountyrta.com

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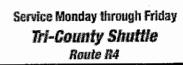
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## \$2.00 per one-way trip

## Half Fare

Passengers with an approved half fare application or ADA application on file and display the proper certification card are eligible to receive half fare privileges on all BCRTA and MTS fixed and com-

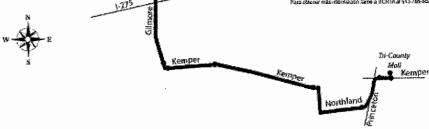
Persons presenting a valid Miami University ID at boarding may ride BCRTAU & R routes for free!

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Job Connector: Route R6 - Effective March 5, 2018

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Dutbound						سلمد بداحا	Time	is aro a	pproximate.
Market St. Station B	•	8:30am	8:30am	មែ:38am	12:30pm		4:30gan	6:30pm	8:30pm
Front & Court	-	6:32	8:32	10:32	12:32	2:32	4:32	6:32	8:32
Front & Wilson	*	033	8:33	10:33	1233	2:33	4:33	6:33	8:33
Front & Chesinut	-	@c34	8:34	10:34	12:34	2:34	4:34	8:34	8:34
Vora Technology Park	•	6c36am	8:36am	10:36am			4:36pm	6:36pm	8:36pm
Hanover & Znd	-	6.37	8:37	10:37	12:37	2:37	4:37	8:37	8:37
Hanover & East	-	8:3B	8:39	10:38	12:38	2:18	4:39	6:38	8:38
Hanover & 14th	-	6:39ата	<b>H:</b> Affans	10:39am	12:39pm		4:39pm	6:39pm	នៈនិមិត្តអាច
Kroger/Grand Ava.	-	65-4 i	8:41	10:41	12:41	241	4:41	8:41	8:41
Five Points	-	8:43	8:43	10:43	12:43	2:43	4:43	8:43	6:43
Hamilton Enterprise Park/BCRTA	4:45	6045	8:45	10:45	12:45	2:45	4:45	6:45	8:45
Hamilton Enterprise Park/Bethesda	4:46am	क्षः बहुत्वाः	8:4Baum	10:46am			4:46 para	8:46pm	8:46pm
Galeway & Stifwater	4:47	8647	8:47	10:47	12:47	2:47	4:47	6:47	8:47
Galeway & Fall Wood	4:48	604B	8:48	10:48	1248	2:48	4:48	8:48	8:48
Galeway & Shadow Creek	4:49	6:49	8:49	10:49	12:49	2.49	4:49	& 49	8:49
Synames & Enlerprise	4:52	0:52	8:52	10:52	12.52	2:52	4:52	0:52	8:52
Bilatein & Sycones	4:54	0.54	8.54	10:54	12.54	2:54	4:54	0:54	8:54
ThysrenKrupp	4:55	6055	8:55	10:55	12:55	2:55	4:56	6:55	8:55
Fairfield High	4:\$7am	\$: <b>57</b> am	8:57am	10:57am	12:57pm	2:57pm	4:57 pm	6:57pm	8:57pm
Port Union & Profit	4:59	8.59	8:59	10:59	12:59	2:59	4:50	0:59	\$:59
Port Union & Seward	5:01	7:01	9:01	11:01	1:01	3:01	5:01	7:01	9:01
Koch Foods	5:02	7:02	9:02	11:02	1.02	3:02	5:02	7:02	9:02
Port Union & LeSaint	5:03	7:93	9:03	11:03	1:03	ere	5:09	7:03	9:03
Port Union & Gold Park	5:04	7304	9:04	11:04	1:04	Joba	5:04	7.134	9:04
SR-747 & Rielio	5:06	746	9:05	11:00	1:05	3.06	5:00	7:00	9:06
SR-747 & Devitt	5:00	7:0	9:46	11:09	1:09	3.09	5:09	7:09	9:09
Crescentville & Chesterdale	5:12	7:12	9:12	11:12	1:12	3:12	5:12	7:12	9:12
Chesterdale & Kemper	5:14	7:14	9:14	11:14	1:14	3:14	5:14	7:14	8:14 2-14
Tri-County Mali	5:18am	7:18am	9:18am	ft:#Bum	1:1 <b>9</b> pm	3:18pm	9:16pm	7: 18pm	9:18pm
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Chesterdale & Kemper	5:33	7:30	9:33	11:33	1:33	3:33	533	7:33	9:33
Crescentville & Chesterdate	5:35	7:35	9:35	11:35	1:25	3:36	5:35	7:35	9:35
Tyson Foods	5:38	7:38	有:208	11:38	1:38	3:38	5:38	7:38	9:38
SR-747 & Riello	5:40	<b>开始</b> 的	9349	111 海線	1:40	3.40	540	7.40	9:40
Part Union & Gold Park	5:42	7:42	0:42	11:42	1:42	3:42	242	7:42	9:42
Povi Union & LeSaint	5:43	7:43	9:43	11:43	1:43	3:43	5.43	7:43	9:43
Koda Fooda	5:44	7:44	<b>第四本</b>	11:44	1:44	3:44	5:44	7.4	9:44
Port Union & Seward	5.45	7:45	9:45	制 海点	1:45	3:45	5.45	7:45	9:45
Post Union & Industrial									
	5:47	7:47	947	11:43	1:47	3:47	5047	7:47	9:47
	5:49 am	7:49am	9:49am	11:49am	1:49pm	3:49pm	5:49pm	7:49 pan	9:49 pm
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Persons presenting a veild Miami University iD at boarding may ride regionel BCRTA routes for free! Service Madday through Friday 52.00 par one-way trip

Half Fare
Passengers with an approved half fere application or ADA application on
life and display the proper cardification cauds are aligible to receive half fare
privileges on all BCRTA and MTS fixed and commuter routes.



Visit BCRTA at: www.facebook.com/butiercountyrta, www.twitter.com/bcrta, and www.butiercountyrta.com

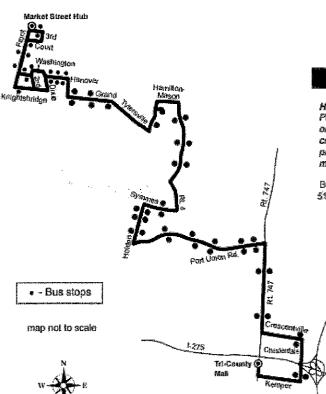
# Job Connector Route RG





Effective March 5, 2018 For Ride Information (513) 785-5237





## Service Monday through Friday

## **Job Connector** Route R6

## \$2.00 per one-way trip

## Half Fare

Passengers with an approved half fare application or ADA application on file and display the proper certification cards are eligible to receive half fare privileges on all BCRTA and MTS fixed and commuter routes.

ECRTA operates whesever safely possible. Please call 513-785-5237 or visit www.buttercountyrta.com to check service availability during inclement weather.

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## General Information

## Hours of Operation BCRTA

- · Office hours: 9:00 AM 5:00 PM Monday Friday
- · BGo Operation Hours: 6:00 AM - Ti:00 PM Monday - Friday

## MTS (Middletown Transit System)

- · Office Hours: 7:00 AM 6:00 PM
- · Operation Hours: 6:30 AM - 6:30 PM Monday - Friday 8:30 AM - 4:30 PM Saturday

## Reservations

- · Trip reservations are accepted from 7:00 AM to 6:00 PM Monday - Friday, Call 513-785-5237
- · All next day BCare requests are accompdated.
- \* Reservation and cancellation requests may also be emailed to request@butlercountyrta.com.
- \* Riders can also use the BGo App to book trips. BCRTA and MTS may not operate on:
- · New Year's Dav
- · Memorial Day
- · July 4th
- Labor Day

- Thanksgiving Day
- · Christmas Dav
- Black Friday

U & P routes may operate limited service on certain holidays. Please check Transit mobile application or butlercountyrta.com for info.





## PLAN, PAY, TRACK

Download the Transit mobile application where riders can plan, pay, and track their fixed route bus. Available on Android and Apple devices.



www.facebook.com/butlercountyrta www.twitter.com/bcrta www.instagram.com/butlercountyrta

## Important Information

- All passengers must have exact change.
- BGo and BCare buses may arrive up to fifteen (15) minutes before or after the scheduled pickup time under normal circumstances.
- BGo and BCare buses will wait five (5) minutes after arrival within the pick-up window for a passenger to board.
- Cancellations must be received one (i) hour before the scheduled pick-up to avoid a charge.
- Passengers are permitted to carry-on four (4) normal size shopping bags, Bags must be secured in either your lap or on the floor below you.
- BCRTA recommends that all passengers wear a safety belt when available. Mobility Devices must be secured in accordance with BCRTA policy.
- In accordance with Ohio state law, certain children must be secured in an approved safety seat.
- No smoking or electronic cigarettes.
- No eating or drinking.
- · Children under the age of twelve (12) ride for free and must be accompanied by an adult.
- BCRTA can accomodate all mobility devices.
- · BCRTA accomodates all service animals.

This document is available in alternative formats or languages upon request. request@butlercountyrta.com

Blie Vi Notice of Public Rights - The Butler County Regional Transit Authority (BCRTA) operates all services, toutes and accommodations without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act of 1964. Any person who believes she or he has been aggreed by any unlawful discriminatory practice under Title VI may file a complaint with the EXCRTA of Hamilton, OR and/or the Federal Transit Admirestration. For more information on the BCRTA chill rights program, and the procedures to file a complaint, contact (513) 785-5022; or visit our administrative office at 3045 Moser Ct., Hamilton, Oct 450TL

For more information, visit www.butlercountyrta.com, A complatnant may file a complaint directly with the Federal Transit Administration by completing a Title VI Complaint form and mailing it to the Office of Civil Rights, Attention: Title Vi Program Coordinator, East Building, 5th Floor-TCR, 1900 New Jersey Ave., SE, Washington, DC 20590. If information is needed in another language, contact tne BCRTA at (SES) 785-5022. Para obtener más información líame a BCRTA al



**Butler County Regional** Transit Authority

## RIDER GUIDE



513.785.5237 1.800,750,0750 TTY

www.butlercountvrta.com 3045 Moser Court Hamilton, Ohio 45011

Winter/Spring 2020

All prices and services are subject to change. Please visit www.butlercountyrta.com for the most current information. BCRTA operates whenever safely possible. Call 513-785-5237 or visit www.butlercountvrta.com to check service availability during inclement weather.

## BGO TAP.BOOK.RIDE.

BCRTA BGo is a ride-share service that will help residents travel more easily within Butler County, Ohio using public transit vehicles just like your other favorite ride-sharing services. Book trips in advance as trips are first come first serve based on avallability. The BGo mobile application lets riders book their trips, pay for their ride, and track the vehicle. Available for Apple and Android devices.

BGo service is available to the general public. The bus will pick you up in front of your home or pickup location and take you anywhere in Butler County. Price is \$5.00 per one-way trip. Personal Care Attendants ride free.

## **Fixed Routes**

A fixed route has designated streets and stops that it operates on. Passengers can only be picked or dropped off at specific BCRTA stops.

Regional Routes

R1 - Hamilton/Middletown

R2 - Oxford/Middletown

R3 - Hamilton/Oxford

R4 - Hamilton/Tri-County

R6 - Job Connector

Miami University Routes (U&P)

U1 - Campus Core

UTW - Campus Core w/Wal-mart Flver

U3 - Tollgate Loop

U4 - Western Campus/North Loop

U4D - Western Campus/North Loop w/Ditmer

PI - Chestnut Fields Express

P2 - Park & Ride

P3 - Ditmer Express

Middletown Routes

Blue Line

Gold Line

Green Line

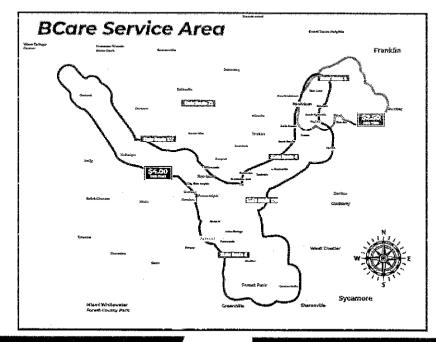
Red Line

Cincinnati Commuter Route

42X West Chester Express (Cincinnati Metro)

## **Travel Training**

Travel training is now available for those who might be hesitant to try public transit on their own or need a little extra help navigating the system. Contact Shawn Cowan at 513,785,5398 or cowans@butlercountyrta.com to schedule a one-on-one or group session.



## **BCare Paratransit**

BCRTA and MTS provide accessible curb-to-curb bus service for persons with disabilities that may be unable to ride fixed route buses. BCare transportation is available within three quarters of one mile from any fixed route during regular operating hours of the closest route. Persons requesting BCare service must be approved by BCRTA and meet eligibility requirements. Medicaid card holders are required to apply for eligibility for BCare and half fare programs.

For more information about BCare services or to obtain an application to use BCare services, please call \$13.785.5237 or visit butlercountyrta.com.



## **Fares**

BGo
BGo General Public \$5.00 each way
ADA Hamilton/Oxford \$4.00 each way
ADA Middletown \$2.50 each way
MTS Nights \$2.00 each way
Fixed Route Fares

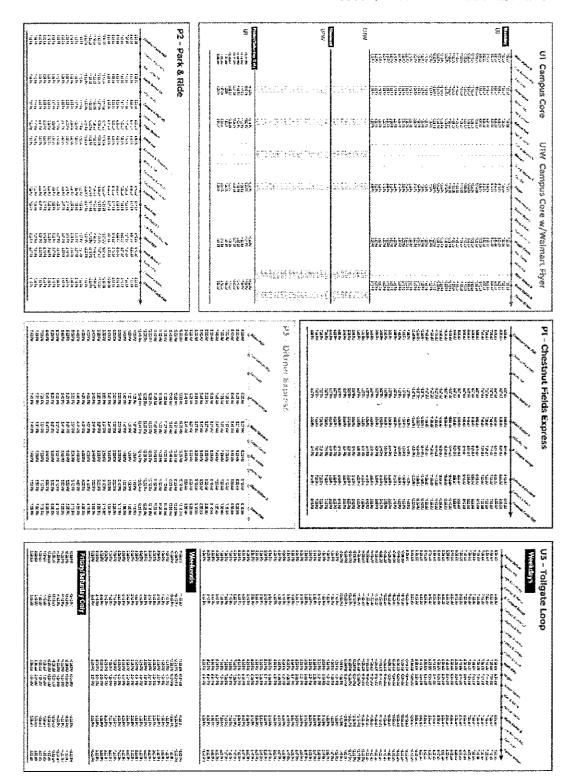
Regional Routes \$2.00 each way University Routes (U&P) \$2.00 each way Miami University students and faculty ride R. U.

and P routes as well as ADA for free with valid ID Middletown Color Routes \$1.25 each way

Half Fare

BCRTA \$1.00 each way MTS \$0.60 each way

BCRTA and MTS will require all passengers to have an approved half fare application (or BCare application) on file and display the proper certification cards to receive half fare privileges. Persons with a medicare card ride for half fare.



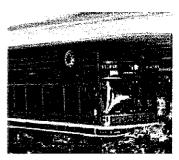
Times are approximate. Please arrive 5 minutes early.

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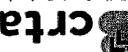
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## Miami University **Das brotxO**

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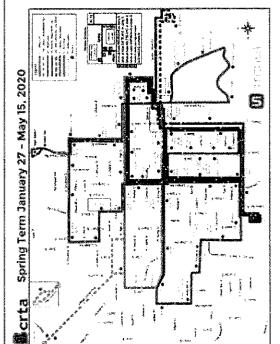
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器crta Oxford and Miami University Service

## Exhibit 2: Title VI Complaint Form



## Title VI Complaint Form

## **Butter County Regional Transit Authority (BCRTA)**

BCRTA is committed to ensuring that no person is excluded from participation in or denied the benefits of its services on the basis of race, color or national origin, as provided by Title VI of the Civil Rights Action of 1964, as amended. Title VI complaints must be filed within 180 days from the date of the alleged discrimination.

The following information is necessary to assist us in processing your compliant. If you require any assistance in completing this form, please contact the Title VI Coordinator by calling (\$13) 785-5378. The completed form must be returned to BCRTA Title VI Coordinator, 3045 Moser Court, Hamilton, Ohio 45011.

Your Name:	Phose:
Street Address:	Alt Phone:
	City, State & Zip Code:
Person(a) discriminated against (if someons other than co-	nplaint):
Nama(s):	
Street Address, City, State & Zip Code:	
Data of Incident:	saki, musikahandikisak sakia dike dikirikini pada kalini
Which of the following best describes the reason for the a	leged discrimination took place (Circle one):
• Race	
Color	
<ul> <li>National Origin (Limited English Proficiency)</li> </ul>	
* Sex	
<ul> <li>Disability</li> </ul>	
* Age	
Please describe the alleged discrimination incident. Provi f available. Explain what happened and whom you beliet additional space is required.	

Complete reverse side of form

#### Title VI Complaint Form

#### Butler County Regional Transit Authority (BCRTA)

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Have you filed a complaint with any other federal, state or	local agencies? (Circle One) Yes / No
If so, list agency/agencies and contact information below:	
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Street Address, City, State & Zip Code:	Phone:
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Complainant's Signature I	<b>2516</b>
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#### Exhibit 3: BCRTA Board Resolution Approving 2017 Title VI Plan

#### BCRTA Resolution No. 17-02-02

# Approval of the Butler County Regional Transit Authority 2017 Title VI Program

Whereas BCRTA is a Regional Transit Authority created by resolution of the Butler County Board of Commissioners; and

Whereas as a designated recipient of Federal Fransit Administration (FTA) funds, BCRTA is required to comply with the Title VI regulations issued by the United Stated Department of Transportation (USDOT) as a condition of receiving federal funds; and

Whereas every three years BCRTA is required to submit a new Title VI program to accordance with USDOT's 49 CFR Part 21.7, and

Whereas in 2012 Faderal Title VI requirements were updated by FTA and require that the Title VI program be approved by BCRTA's governing body; and

Whereas BCRTA's current Title VI Program will expire on March 31, 2017; and

Whereas BCRTA prepared and submitted the Title VI Plan update to FTA for review on February 1, 2017 in advance of expiration.

Now, therefore, be it resolved that the BCRTA Board of Trustees hereby approves the January 2017. Title VI Program and authorizes the BCRTA Executive Director to complete submission of the final program to FTA. Be it further resolved that the BCRTA Board of Trustees authorizes the BCRTA Executive Director to take any actions necessary to assure organizational compliance with the terms of this policy and regulation.

Approved: February 15, 2017

\_ Board Vice President, #CRTA

Executive Director, BCRTA

#### Exhibit 4: BCRTA Vehicle Roster

#### Acrta

25-04

G27

15GGB2719K3193455

#### **Asset List**

Mattivacy Culicavica: 2/19/2020

(Status starts with 'ACTIVE -) Asset ID Model Serial # Type Manufacturer Useful Life Model Year Date IN SERVICE **ACTIVE - COMMUTER BUS** lfdafjgtlfechiji Diesel 84.00 1015 9/28/2013 FORD 54.00 2015 1321 9-130 17DAFJGT3FEC33324 DIESEL FORD 9/28/2011 sc. sc 1016 1401 £410 IFDFE4F89GDC16231 GAS FORD 6-9-2016 \$5.00 1016 1602 2450 190/884887439017131 GAS FORD 6/9/2016 s: 01 1016 1FDFE4F91GDC20934 6-9-2016 1603 2430 FORD GAT ec. cd 2016 IFDFE4F83GD20985 69:2016 1404 2450 GAS FOED es. ca 1016 1605 IFDPEAFESGDC20948 FORD 69:2016 E410 GAS 1606 2450 ifdfe4fe0gixc20991 gas 60.00 2016 49.2014 es.ed 1617 1107 £430 ifdfz4fsxhdc5l6l9 gas FORD 2/13/2013 EC.00 1017 1708 8410 18108848811013051637 CAR FORD 2.作品性的意 65.60 2017 TRIMERAPS SHINGS LASE 2/14/2018 1199 差4.10 CAR FORD ec.sc <u>1018</u> IFDFE4PSXHDC78724 11,4-2013 1105 **2430** GAS PORD ec.ec 1016 11/30/2012 1479 E430 LFC/PE4F87HIXC74047 ford GAS ACTIVE - DEMANDIRESPONSE grand caravan 62 00 2015 8-24-2013 1113 2CTWDGEOSFR686071 GAE DODGE 44.00 2015 ¥314 GRAND CARAVAN 2C7W2GBG0FR686074 GAS DODGE 7-30-2013 45.00 2015 1015 grand caravan 2CTWDGBOSFR703077 CLAR DODGE 8-8-2015 68.00 2015 1,16 GRAND CARAVAN activadoboter70304) GAS DODGE 7-23-2015 es. se <u>201</u>3 GRAND CARAVAN 2C7473CBG6FR793226 DODGE. 1-30-2013 1317 ĠĂŦ se ee 1011 ĒIJĢ IFDEESFLTBDA16833 PORD 10/19/2013 1038 GAS **E330** FORD 80.55 <u>2919</u> 11:23:2015 LFDRESPLIADE00225 GA3 1074 **E350** 1FDHH3FL9ADATES74 ford 50-56 <u>2011</u> 12-14-15 GAS st.sd 1015 1496 2450 17DPE4F94HDC76721 GAS ford 11:30:2013 80.00 <u>1018</u> 11/30/2018 1307 3410 1FDFE4F90HIX:74635 GAR FORD 80.00 2018 11/30/2018 2410 1200P#4280HTX274021 13.98 GAR FORT 48.66 2019 GRAND CARAVAN 1CHVDGSGGKRJ91062 DODGE 3/2/2020 1995 GAS GRAND CARAVAN 2CTWDGBG2KR/91081 44 40 1019 GAS. DODGE 3/2/2020 2CTWDGBG4KR792084 DODGE 48-98 2019 3/2/2020 1997 GRAND CARAVAN GA5 es.vc <u>1019</u> 1995 GRAND CARAVAN ICTWICE-GENERIPIOSS GAS Dodge 3/2/2020 48.50 2019 1999 GRAND CARAVAN 2C1WDGEG6KRJ92086 OAS DODGE 3/2/2020 **ACTIVE - MOTOR BUS** 1501 144-44 1015 1/19/2015 G27 15GGB2711E1284832 DIESEL GHLLIG 244.50 2015 1502 G27 15GGB2711F1184833 DIESEL GILLIO 2/20/2015 144 00 1015 1105 G27 15GGB2713F1184834 DIESEL GILLIG 2-23-2013 1104 **G27** 13GGB2713F1184835 DIESEL GILLIG 144.40 2013 2/23/2015 144.00 1015 1105 G27 15GGB2717#1184836 OTESEL GILLIG 2/26/2015 144.85 2015 1104 627 15008071971184837 CHRET. au.i.ia 4/4/2013 1 164.44 1013 1307 637 150038271081184838 CHREL GHAIG 3/5/2015 144.65 2019 1.108 G27 15GGB2712F1184839 DIRECT. GILLIG 3/3/2013 GILLIG 144.07 <u>1015</u> 1309 G)7 13008171981184940 Diesel 3-9-2015 1310 G27 13GGB2710F1184343 DIESEL GILLIG 144.00 <u>1013</u> 3/21/2015 144.03 2015 1511 G37 15GGS2712F1184842 DIESEL GILLIG 3/10/2015 144.00 2015 1312 0.7 15G082714F1184843 DIESEL CILLIC 4/3/2013 144.05 2016 13GG82716G1136353 13GG82714G1136352 1007 G27 DIESEL GILLIG 15:28:2016 244.00 2016 1408 ázt ENRIGHT. GILLIG 12/2/2016 244-02 2016 1409 G11 15GGB1712G1196351 DIESEL GILLIG 12/2/2016 144.00 2019 经加 G27 110082712K3192194 DIESEL GILLIG 8:26/2019 1902 G27 15GGB2714W3192195 DIESEL CILLIG 144-00 2010 8-26-2019 244.05 2019 1903 15GGB2717K3193454 Diesel GILLIG 2/20/2020 027

CHESEL

GILLIG

444.40 2019

#### Exhibit 5: Safe Harbor Analysis

B16007

AGE BY LANGUAGE SPOKEN AT HOME FOR THE POPULATION 5 YEARS AND OVER Universe: Population 5 years and over 2013-2017 American Community Survey 5-Year Estimates

Supporting documentation on code lists, subject definitions, data accuracy, and statistical testing can be found on the American Community Survey website in the Technical Documentation section.

Sample size and data quality measures (including coverage rates, allocation rates, and response rates) can be found on the American Community Survey website in the Methodology section.

Although the American Community Survey (ACS) produces population, demographic and housing unit estimates, it is the Census Bureau's Population Estimates Program that produces and disseminates the official estimates of the population for the nation, states, counties, cities, and towns and estimates of housing units for states and counties.

	Butter Cou	nty, Ohio	Cincinnati, OH-KY-IN Metro Area			
	Estimate	Margin of Error	Estimate	Margin of Error		
Totak	352,299	₩-39	2,020,065	+/-239		
5 to 17 years:	66,848	+1-38	379,259	+/-294		
Spaak only English	61,078	+4-485	353,965	+/-1,296		
Speak Spanish	3,562	+/-345	12,010	+/-764		
Speak other Indo-European languages	895	+/-251	5,975	41-751		
Speak Asian and Pacific Island languages	947	+/-231	4,362	+/-457		
Speak other languages	368	+/-170	2,947	+1-670		
18 to 64 years:	234,368	+/-56	1,337,640	+1-337		
Speak only English	215,428	+/-861	1,247,203	+/-2,185		
Speak Spanish	7,561	+/-451	32,603	+/-1,306		
Speak other indo-European languages	4,729	+/-662	27,139	+/-1,443		
Speek Asien and Pacific Island languages	4,564	+/-459	20,215	+/-1,065		
Speak other languages	2,088	+/-464	10,480	+/-1,107		
65 years and over:	51,083	+/-56	303,166	+/-316		
Speak only English	49,152	+/-260	293.460	+/-638		
Speak Spanish	455	+/-121	2,151	+/-333		
Speak other Indo-European languages	879	+/-239	4,674	+/-535		
Speak Asian and Pacific Island languages	499	+1-155	2,285	+1-257		
Speak other languages	98	+/-58	606	+/-164		

Data are based on a sample and are subject to sampling variability. The degree of uncertainty for an estimate arising from sampling variability is represented through the use of a margin of error. The value shown here is the 90 percent margin of error. The margin of error can be interpreted roughly as providing a 90 percent probability that the interval defined by the estimate minus the margin of error and the estimate plus the margin of error (the lower and upper confidence bounds) contains the true value. In addition to sampling variability, the ACS estimates are subject to nonsampling error (for a discussion of nonsampling variability, see Accuracy of the Data). The effect of nonsampling error is not represented in these tables.

Methodological changes to data collection in 2013 may have affected language data for 2013. Users should be aware of these changes when using 2013 data or multi-year data containing data from 2013. For more information, see: Language User Note.

#### Appendix B: Language Assistance Plan

# Improving Access for People with Limited English Proficiency (LEP) Four Factor Analysis

Butler County Regional Transit Authority (BCRTA) has conducted this analysis to meet requirements under Title VI of the Civil Rights Act of 1964, which seeks to improve access to services for persons with Limited English Proficiency (LEP). The purpose is to ensure that no person 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 from the Federal Transit Administration (FTA).

#### **Analysis Using Four Factor Framework**

BCRTA has conducted the following analysis using the four factors identified in the DOT LEP Guidance:

Factor 1: The number and proportion of LEP persons served or encountered in the eligible service population.

Task 1. Step 1: Examine prior experience with LEP individuals.

Since reintroducing local general public transit in 2005, BCRTA has experienced limited requests for LEP services. To request information in another language other than English, BCRTA provides a Google Translate widget on its website (www.butlercountyrta.com) and provides an over-the-phone interpreter service for riders. This gives LEP persons the opportunity to communicate directly with or to receive a call back from an interpreter. LEP service is tracked by the number of encounters and minutes our third-party interpreter is used to provide a request for services. From 2017- 2019, BCRTA provided fifteen encounters with an interpreter. A braille translation of the BCRTA Rider Guide was requested. In addition, BCRTA works with local universities/social service agencies to provide interpreters and/or interpreted service information upon request. BCRTA also holds public meetings on a monthly basis. All notices for public meetings include notice that an interpreter will be provided upon request. BCRTA vehicles also have signage on board about the translation services offered to all customers.



Task 1: Step 2: Become familiar with data from U.S. Census
As of 2017, the U.S. Census Bureau quick facts population estimate of Butler County, Ohio
was 375,702. According to the U.S. Census Bureau 2013-2017 American Community

Survey Five Year Estimates, 7.6% of the county's population (age five and over) lived in a home where a language other than English is spoken, 3.3% persons identified as Spanish; 1.8% as other Indo-European, 1.7% as Asian and Pacific Islander language, and 0.7% as "other" language.

Task 1. Step 2A: Identify the geographic boundaries of the area that your agency serves.

Butler County, Ohio is located in southeast Ohio. The City of Hamilton, Ohio is the county seat. Butler County is home to Miami University, an Ohio public university. BCRTA is also a part of the Cincinnati, Ohio Urbanized Area which principally consists of the southeastern portion of Butler County. BCRTA does serve all of Butler County, Ohio and, as capacity allows, within three (3) miles of the county border. The Middletown Urban Area of Butler County is principally served by Middletown Transit, a small urban transit system.

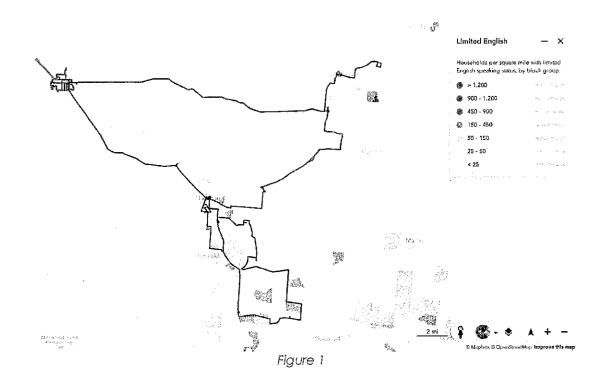
Task 1. Steps 2B & C: Obtain and analyze census data on the LEP population in your service area.

U.S. Census Bureau 2013-2017 American Community Survey Five year Estimate data for Butler County, Ohio reflect that 3.0 % of the Butler County, Ohio population is LEP (defined as speaking English less than "very well").

- LEP: Speak Other than English at Home and Do not Speak English Very Well: 10,495 persons (3.0% of the population). The LEP breakout by language:
  - o Spanish: 5,306 persons (1.5% of the population)
  - o Indo-European: 1,644 persons (0.5% of the population)
  - o Asian & Pacific Island: 2,973 persons (0.8% of the population)
  - o Other: 572 persons (0.1% of the population)

Task 1. Step 2D: Identify concentrations of LEP persons within your service area

Figure 1 reflects the LEP persons in the areas of Butler County, all within the Cincinnati Urbanized Area of Butler County, Ohio. The areas of highest concentration include West Chester, Fairfield, downtown Hamilton, and Oxford.



Task 1. Step 3: Consult state and local sources of data.

BCRTA identified the following organizations and uses them to obtain information and best practices for LEP participation and involvement. The list of state and local partners that focus on improving access to LEP persons consist of:

- Butler County, Ohio Job and Family Services
- Ohio Means Jobs
- Education:
  - Butler County School Districts: Edgewood City, Fairfield City, Hamilton City, Lakota Local, Madison Local, Middletown City, Monroe Local, New Miami Local, Ross Local and Talawanda City
  - Butler County Educational Service Center English as a Second Language (ESL) Consortium
  - Butler Tech Able
  - o Hamilton City Schools Able
  - o OKI Regional Council of Governments

Task 1. Step 4: Community organizations that serve LEP persons.

BCRTA identified the following community organizations and uses them to obtain information and best practices for LEP participation and involvement. The list of community partners that focus on improving access to LEP persons consist of:

- Transit Alliance of Butler County
- Butler County Job and Family Services
- Interact for Health
- Faith Based:
  - Living Water Ministries
  - o Hispanic Ministry of Hamilton
- Miami University (Oxford, Hamilton, Middletown Campuses)

# Factor 2: The frequency with which LEP individuals come into contact with your programs, activities, and services.

Task 2. Step 1. Review the relevant programs, activities and services you provide.

Appendix A, Exhibit 1 of the BCRTA Title VI plan summarizes BCRTA services. Other than commuter park-and-rides services provided under contract by Cincinnati Metro, Butler County public transit services have been incrementally introduced since 2005. BCRTA provides Regional Commuter routes and Middletown night service in cooperation with the City of Middletown. BCRTA also provides general public demand response services throughout the county, fixed route services for the City of Oxford, contract services for Butler County Board of Developmental Disabilities and the Butler County Veterans Service Commission.

Task 2. Step 2: Review information obtained from community organizations.

The Transit Alliance of Butler County, a nonprofit organization with a mission to create an effective, efficient and coordinated approach to meet the current and future local and regional transportation needs for Butler County citizens, agencies, and businesses, held a community forum on May 17, 2011 to discuss public transportation issues and unmet need. The common themes were additional evening and weekend trips for jobs, affordable fares, and increasing public awareness of current services. LEP access was not identified as an unmet need. In addition, LEP access issues were not identified in the region's locally developed Coordinated Public Transit-Human Services Transportation Plan, revised in 2016. BCRTA also identified organizations that improve access for LEP persons and sent surveys to request information, figure 2.



## Improving Access for Limited English

## Proficiency (LEP) Persons

BCRTA is seeking your assistance to assure all persons have equal access to the benefits of our federally funded programs and services. Please take a few moments to answer these brief questions. This will help us to determine additional needs for translation and interpretation services that ensure the best possible service to all clients, regardless of their language of origin.

	Organization:
Contact Person:	Telephone:
	Email Address:
Geographic Service Ares:	
# of LEP persons Served:	
	on you serve increased, stayed the same, or decreased over the past five years?
translations/interpreting? Freq	unteers, refugee service, etc.), other than the family to assist with the uently Sometimes Never
being the most frequent and 7 b	guage groups do you encounter when working with limited English proficient clients ( eing the least frequent): ssian <u>Arabic</u> African Asian Other
What needs or expectations for	public transit services has this population expressed?
Has the population inquired abo	ut how to access public transit or expressed a need for public transit service?  explain)
Has the population inquired abo No Yes (please e  Are there locations that the pop No Yes (please ex	ut how to access public transit or expressed a need for public transit service?  explain)  ulation has expressed difficulty accessing via the BCRTA public transit service?  explain)
Has the population inquired abo No Yes (please e Are there locations that the pop No Yes (please ex	ut how to access public transit or expressed a need for public transit service?  explain)  ulation has expressed difficulty accessing via the BCRTA public transit service?  explain)  explain transit service?
Has the population inquired abo No Yes (please e  Are there locations that the pop No Yes (please ex  What is the best way to obtain in	ut how to access public transit or expressed a need for public transit service? explain)  ulation has expressed difficulty accessing via the BCRTA public transit service? eplain)
Has the population inquired abo No Yes (please e  Are there locations that the pop No Yes (please ex  What is the best way to obtain in  What additional agencies/organic	ut how to access public transit or expressed a need for public transit service? explain)  ulation has expressed difficulty accessing via the BCRTA public transit service? eplain)  uput from the LEP population?

Figure 2

After reviewing records and contacting community organizations BCRTA has made telephone and website translation available in all requested languages. BCRTA will also make written materials available in all languages upon request. However, after speaking

with community organizations BCRTA has assessed that lack of LEP resources is not the problem but rather the communication of their availability.

Task 2. Step 3: Consult directly with LEP persons.

To request information in another language other than English, BCRTA provides and tracks Google Translate widget on its website and provides an over-the-phone interpreter service for callers. This gives LEP persons the opportunity to communicate their request and receive information at their literacy level and convenience.

To help ensure our interaction with LEP persons is consistent and positive, BCRTA operators carry language identification cards (figure 3) to help identify interpreter needs for uncommon languages. Our new employee orientation process requires operators be trained and acknowledge BCRTA goals in regards to LEP policies and procedures.

The BCRTA goals are as follows:

- BCRTA will produce and distribute rider guides and other materials in commonly requested second languages.
- BCRTA will provide, and office staff will be trained in the use of interpreter services
  that may be made available over the phone in a wide variety of other
  languages for the purposes of providing service information and scheduling
  services.
- BCRTA will provide, and driving staff will be trained in the use of interpreter services that may be made available over the phone in a wide variety of languages for the purpose of providing service information and clarifying operational passenger needs.
- BCRTA vehicle operator will carry, on their person, an emergency procedures pocket handbook that will include directions for assisting LEP individuals. The pocket guide will also include a "language map" to assist LEP individuals and BCRTA staff in determining the language of choice for any LEP individual.
- All BCRTA personnel who engage in regular client contact will be required to review this procedure and acknowledge their understanding and compliance in writing to ensure even application of the procedures mentioned herein.

# **NEED AN INTERPRETER?**

- 1. Dial 1.800.CALL.CLI (1.800.225.5254)
- 2. When the operator answers, tell them:
  - a. Your customer code is 132860
  - b. You are calling from Butler County RTA
- c. The language that you need
  d. Your Name, client's name
- e. Please let the operator know if you would like to connect to multiple parties (call a patient/client at home for example).
- 3. The operator will connect you with an interpreter promptly,



CERTIFIED LANGUAGES INTERNATIONAL

24 hours a day, 7 days a week Direct Dial: 503-484-2425

#### Recommendations for Effectively Using the Services of an Over-the-Phone Interpreter

#### For Outbound Calls:

- If you need to call a Limited English Proficient (LEP) party at home or need a third-party dial-out to include an additional party, please first inform the CLI Customer Service Representative (CSR) <u>before</u> the interpreter is connected.
- Once the interpreter is connected, you may tell the interpreter who to ask for (the LEP's name).
- At this time, you may also tell the interpreter how to proceed if the call goes to an answering machine and what message to leave if desired.

#### For Inbound Calls:

- Explain to the LEP that all information is confidential, and encourage questions.
- Speak clearly,
- Smile and be kind; this helps the LEP feel more comfortable.
- If face-to-face and multiple people are in the room, speak one at a time.
- Short sentences are easiest to interpret.
- Speak freely; all CLI interpreters are sworn to confidentiality and the Interpreter's Code of Ethics.
- Encourage the Interpreter to clarify terms with you if necessary.

To help identify service needs of an LEP person, the BCRTA sends customer surveys (figure 4) to riders annually. The survey asks the rider to respond with a check mark in one of the following boxes; strongly agree, agree, neither agree or disagree, disagree, and strongly disagree. The question to identify the LEP needs was, "I am unable, or someone I know is unable to use BCRTA service due to a language barrier."

BUTLER COUNTY REGIONAL TRANSIT A	UTHORITY	(BCRTA) C	USTOMER S	URVEY 20	)19
BCRTA Services Luse: UVP Routes (	A Routes	( ) Mix	dietown Transit	System	
ADA Service	BGO (Dema	nd Response)			
For each statement, please check one response	Strongly Agree	Agree	Neither Agree or Disagree	Disagree :	Strongly Disagree
1. The vehicles are clean (inside and out).					
2. The drivers are friendly and professional.					,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
3. The call-takers are friendly and professional.			· · · · · · · · · · · · · · · · · · ·		
4. I feel the drivers are safe.					
5. Scheduling a ride is easy.					
6. When I call, I am usually able to schedule a pick-up at the time I want.					· · · · · · · · · · · · · · · · · · ·
7. Farrive at my destination(s) on time.					
8. The bus arrives on time.					
<ol> <li>A language barrier does NOT prevent me or someone i know from being able to use BCRTA services.</li> </ol>					
10. Overall, I am happy with the service.					
Please tell us more:			······································		
and an experience of the contract of the second	andriana ko ar finnasia (201	tropiak dogo tropiak a in terri	and the second of the second o	womensore a construction	Marchael Martin Yellowan
Would you like BCRTA to contact you? YESNONO	BUSINESS CONTROL OF THE PROPERTY OF THE PROPER				
Name: Phone:	7	Email:		······································	
You may also contact BCRTA at 513.785.5237 or by clicking the	"Contact Us" i	ink at www.bu	tlercountyrta.co	om	
Send us mail to 3045 Moser Court, Hamilton, Ohio 45011					

Figure 4

The following reflects the answers reported in the BCRTA Customer Survey

- 65.6% Strongly agreed that a language barrier does not prevent them or someone they know form utilizing BCRTA services.
- 19.9% Agreed that a language barrier does not prevent them or someone they know form utilizing BCRTA services.
- 13.9% Neither agreed or disagreed that a language barrier does not prevent them or someone they know form utilizing BCRTA services.
- 0.7% Disagreed that a language barrier does not prevent them or someone they know form utilizing BCRTA services.
- 0% Strongly disagreed that a language barrier does not prevent them or someone they know form utilizing BCRTA services.

Factor 3: The importance to LEP persons of your program, activities, and services.

Task 3. Step 1: Identify your agency's most critical services.

- Commuter Services
- Curb-to-Curb On-Demand
- Fixed Route Services

Critical information from BCRTA which can affect access includes service and schedule information, fare and payment information, system rules, and information about how to ride. However, public transit services continue to be limited in Butler County and are relatively expensive (demand-response fares). If limited English is a barrier to using these services then the consequences for the individual are serious, including limited access to obtain health care, education, or employment.

However, the bigger issue is availability of public transit services in Butler County.

Task 3, Step 2: Review input from community organization and LEP persons.

After reviewing records and contacting community organizations BCRTA has made telephone and website translation available in all requested languages. BCRTA will also make written materials available in all languages upon request. However, after speaking with community organizations BCRTA has assessed that lack of LEP resources is not the problem but rather the communication of their availability.

#### Factor 4: The resources available to the recipient and costs.

Task 4. Step 1: Inventory language assistance measures currently being provided along with associated costs.

From 2017-2019, BCRTA has experienced limited requests for LEP services. The experience has been almost exclusively requests for Spanish alternatives. To request information in another language other than English, BCRTA provides a Google Translate widget on its website and provides an over-the-phone interpreter service for riders. This gives LEP persons the opportunity to communicate directly with or to receive a call back from an interpreter. LEP passenger use is tracked by the number of encounters and minutes our third-party interpreter is used to provide a request for services. BCRTA provided fifteen encounters with an interpreter.

BCRTA estimated costs over the last 3 years are between \$2,000 to \$5,000 to improve accessibility and provide additional LEP resources. This estimate includes upgrades to the website to facilitate more accessibility for LEP persons and \$3,288 spent on interpreter services.

Task 4: Step 2: Determine what, if any additional services are needed to provide meaningful access.

Due to the small size of our agency, limited resources, public reviews and expected population growth, BCRTA should focus its language measures on extending access for persons by local awareness and advertising. In addition, BCRTA should include LEP related issues in all personnel training, including administrative, dispatch, and bus operator training.

Task 4. Step 3: Analyze your budget.

Due to its limited size and services, BCRTA does not have a line item marketing budget. However, BCRTA could allocate \$1,000 per year for LEP services.

Task 4. Step 4: Consider cost effective practices for providing language services.

BCRTA should collaborate with identified community organizations to provide cost effective practices such as 1) help with translations of printed and online information; 2) distribution channels for printed information; 3) translation assistance for LEP persons; and 4) educational and outreach opportunities to help improve access for LEP person. In addition, BCRTA should research and pursue language assistance products and translation services developed and paid for by local, regional, or state government agencies.

BCRTA has adopted the following implementation plan to meet requirements under Title VI of the Civil Rights Act of 1964, which seeks to improve access to services for persons with Limited English Proficiency (LEP). The purpose is to ensure that no persons 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 from the FTA.

#### Plan for Implementation

1. Identifying LEP individuals who need language assistance.

The four factor analysis indicates that the largest group of LEP persons speaks Spanish. In addition, the largest concentrations of LEP persons are in the Hamilton, Fairfield and West Chester township portions of Butler County which are within the portion of Butler County within the Cincinnati Urbanized Area.

Discussions with the bus operators and dispatch personnel indicate that the current frequency of contact with LEP persons has been extremely limited. However, there are demographic changes which could lead to a growing number of LEP persons in need of local public transit.

BCRTA is in the process of following up on sent letters, service information and surveys to agencies identified as serving LEP populations. Survey results will assist in further identifying LEP individuals and language assistance needs.

#### 2. Language assistance measures

BCRTA will continue to track the Google Translate widget on its website and will provide printed materials in requested languages as well as identify distribution outlets to share such information. In addition, BCRTA will continue to maintain its over-the-phone translation service to allow LEP persons to receive service information in their native language.

BCRTA updates its implementation plan based on survey results and subsequently targets outreach to address new information.

#### 3. Training staff

BCRTA bus operators, dispatch and scheduling personnel, and administrative staff may come into contact with LEP persons. Training on BCRTA's responsibility to serve LEP persons will be addressed as follows:

- BCRTA will post updated information on employee boards concerning BCRTA's responsibility on serving LEP persons.
- Orientation and initial training for new bus operators, and ongoing training and retraining sessions will include information on serving LEP persons.
- BCRTA will include information on serving LEP persons and BCRTA responsibilities in the BCRTA Employee Handbook which will be reviewed and verified (employee sign off) by each BCRTA employee.
- 4. Providing notice to LEP persons.

BCRTA will conduct outreach efforts to the target organizations and other organizations identified through the current survey. The Manager of Administration will lead these efforts.

5. Monitoring and Updating the LEP Plan.

BCRTA Board of Trustees reviewed and approved the 2017 LEP plan on February 15, 2017. The BCRTA Board of Trustees will review and approve the plan next on May 20, 2020.

The BCRTA Executive Director will review the LEP Plan and survey results annually with the BCRTA Board of Trustees.

BCRTA will include an LEP question on its annual customer satisfaction survey.

BCRTA will work with the Transit Alliance of Butler County to seek LEP representation on its Board of Directors.

The Executive Director and Operations Directors will be responsible for monitoring the plan, and reporting changes and updates to the BCRTA Board of Trustees.



 $\underline{https://www.oki,org/plans-and-programs/participation-plan-program/}$ 

## **BCRTA Resolution No. 20-03-02**

# Amendment of the Butler County Regional Transit Authority (BCRTA) 2017-2021 Equal Employment Opportunity Program and Policy 6-17 Equal Employment Opportunity (EEO) Statement of Policy

Whereas BCRTA is a Regional Transit Authority created by resolution of the Commissioners of Butler County, Ohio pursuant to Chapter 306 et seq. of the Ohio Revised Code; and

Whereas as a designated recipient of Federal Transit Administration (FTA) funds, BCRTA is required to comply with Equal Employment Opportunity regulations issued by the U.S. Department of Transportation (DOT) as a condition of receiving ongoing federal funds; and

Whereas BCRTA is required to maintain an EEO program in accordance with DOT's 49 CFR Part 21.7; and

Whereas BCRTA's current abbreviated EEO Program, adopted August 17, 2017 is no longer compliant with federal regulation due to the growth of total employee headcount; and

Whereas the BCRTA has prepared a full EEO Program to be submitted to the Federal Transit Administration for concurrence; and

Whereas the program states the BCRTA Board of Trustees shall review the program and statistics annually as a matter of oversight and good practice; and

Whereas BCRTA policy 6-17 Equal Opportunity Employment requires administrative amendments to comply with amendments to the EEO program.

Now therefore be it resolved that the BCRTA Board of Trustees hereby amends the 2017-2021 Equal Employment Opportunity Program, ratifies BCRTA's submission of said program to the FTA and amends Policy 6-17 Equal Employment Opportunity and as attached herein. Be it further resolved that the BCRTA Board of Trustees authorizes the Executive Director to take actions necessary to assure organizational compliance with the terms of this resolution including amendments and corrections to the plan at the request of the Federal Transit Administration's Regional Civil Rights Officer.

Adoptedy Maych 18, 2020

Chris Lawson

Board President, BCRTA

Matthew Dutkevicz

Executive Director, BCRTA



Butler County Regional Transit Authority 3045 Moser Ct. Hamilton OH 45011 Recipient ID: 5774 Equal Employment Opportunity Program October 1, 2017 – October 1, 2021 Revised March 2020

Any questions, concerns, or complaints should be addressed to:

Kristin Fryer

Civil Rights Officer

3045 Moser Ct.

Hamilton, OH 45011

eeo.officer@butlercountyrta.com

(513) 785-5022

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## Overview of Program

BCRTA is supported by a combination of funding from the State and Federal government, as well as local partnerships with Butler County agencies. The agency receives no sales tax revenues. BCRTA is committed to its fiscal responsibility of sustainability through efficiency. BCRTA will examine all staffing and route efficiencies in order to maintain its current level of services.

Prior to 2020, BCRTA had been identified by FTA as an entity required to "prepare and maintain" an abbreviated EEO Program under the updated FTA C 4704.1A, Section 1.4. BCRTA was not required to submit an EEO Program during this time. However, BCRTA made a program available so that FTA may review the program during regular oversight opportunities, including Triennial Reviews or State Management Reviews, during EEO Specialized Reviews, or as requested by FTA's Office of Civil Rights.

Between 2017 and 2020, BCRTA experienced "on and off" growth that occasionally increased employee head count above the 100-employee program threshold and then also reduced staffing beneath the 100-employee program threshold. At the direction of FTA, BCRTA has prepared this revised, non-abbreviated program to comply with regulated EEO requirements for FTA grantees in excess of 100 employees.

Information used to produce this program was gathered from <a href="https://www.transit.dot.gov/regulations-and-guidance/civil-rights-ada/eeo-guidance">https://www.transit.dot.gov/regulations-and-guidance/civil-rights-ada/eeo-guidance</a>.

#### Statement of Policy

BCRTA states as its policy a commitment to provide equal opportunity to all persons in matters affecting all employment processes, but not limited to, recruitment, employment, compensation, benefits, promotions, training, discipline, transfer selection, terminations, and other terms and conditions of employment and layoff practices without regard to a person's race, color, religion, national origin, disability, gender, sexual orientation, gender identity, genetic information, veterans status, or age.

The full text of the BCRTA Equal Opportunity Employment Opportunity Policy is included as *Attachment A*.

## Dissemination of Policy

Internal Dissemination

The agency acknowledges its commitment to equal employment with all applicants and potential hires. BCRTA's EEO statement is prominently placed on its online application, on bulletin boards, near time clocks, in employees' breakrooms, and in the employment/personnel office

In addition, EEO training is provided to each new employee during new hire orientation. The EEO Policy is also placed in the Employee Handbook that is given to all employees. Each employee must acknowledge receipt of the policy by signing an acknowledgement of the employee handbook. A copy of the policy is attached as *Attachment A*. EEO training is provided to all new supervisors and managers within 90 days of hire or appointment.

The BCRTA EEO Officer will attend training by the Equal Employment Opportunity Commission. BCRTA will implement a semi-annual refresher session for relevant employees conducted by the officer.

Employees are also made aware of BCRTA's EEO policy through posters that are prominently displayed throughout the main office and all transfer centers.

External Dissemination

Externally, BCRTA's EEO disclosure is placed on all employment advertisements.

BCRTA's EEO statement is prominently displayed on the agency's website under the employment link and is part of the employment application. Applicants may opt to voluntarily complete an EEO survey when an applicant is recommended for hire. The EEO Survey is included in addition to the most recent data obtained from the survey as *Attachment C*.

## Program and EEO Officer Designation

EEO responsibilities have been designated to Kristin Fryer, Civil Rights Officer by the BCRTA Executive Director. Mrs. Fryer holds a collateral duty position in which she manages administrative duties as well as EEO responsibilities. Her EEO responsibilities include oversight of the EEO program, being involved with local minority organizations, participating in the review of complaints alleging discrimination, and supporting career counseling for employees. Ms. Fryer reports directly to the Executive Director to report progress and potential conflict of interest for the EEO program. Contact information is as follows:

Kristin Fryer
Civil Rights Officer
3045 Moser Ct. Hamilton, OH 45011
(513) 785-5022
eeo.officer@butlercountyrta.com

#### **Utilization Analysis**

BCRTA is located in Hamilton, OH and serves the Butler County area. The five major cities that make up Butler County are Hamilton, Middletown, Fairfield, West Chester and Oxford. Based on the United States Census Bureau's 2018 estimate, the total population for the Butler County area is 382,378. Of these residents, 50.9% are female and 49.9% are male. The ethnic makeup of the population of Butler County is detailed in *Table 1* below.

Table 1 - Butler County Residents by Race & Hispanic Origin

Population estimates, July 1, 2019, (V2019)	Maria de la compania de la coma
2 PEOPLE	
Race and Hispanic Origin	
White alone, percent	<b>△ 84.6%</b>
Black or African American alone, percent (a)	△ 8.9%
American Indian and Alaska Native alone, percent (a)	△ 0.3%
Asian alone, percent (a)	₾ 3.7%
Native Hawailan and Other Pacific Islander alone, percent (a)	<b>△</b> 0.1%
Two or More Races, percent	₾ 2.4%
Hispanic or Latino, percent (b)	△ 4.9%
	₾ 80.5%
About datasets used in this table	
Value Notes	
🛆 Estimates are not comparable to other geographic levels due to mathodology differences that may exist between different data so	urces.
Some estimates presented here come from sample data, and thus have sampling errors that may render some apparent differences tow in TABLE view to learn about sampling error.	elween geographies statistically Indistinguishable. Click the Quick Info 🗗 icon to the laft of each
The vintage year (e.g., V2019) refers to the final year of the series (2010 thru 2019). Different vintage years of estimates are not comp	arable.
Fact Notes  (a) Includes persons reporting only one race (b) Hispanitics may be of any race, so also are included in applicable race categories (c) Economic Census - Puerty Rico data are not comparable to U.S. Economic Census data	

Source: https://www.census.gov/quickfacts/fact/table/butlercountyohio/PST045219; accessed 2/18/2020

#### **Employee Statistics**

BCRTA strives to have the ethnic makeup of the employee population mirror the Butler County population in proportion. Statistics that are tracked include, job category, salary, race, and gender. A detailed summary of this data is provided in *Attachment B*.

Data regarding applicant's veteran and disability status is collected anonymously through the BCRTA applicant tracking system. This data is monitored as part of the EEO program process and is available in *Attachment C.* 

#### Underutilization

The majority of BCRTA employees fall into the service-maintenance category which is comprised of Coach Operators, Call Center Representatives, and Dispatchers. Administrative staff fall into the Administrative Support category with a small number of Skilled Craft personnel working in vehicle and facilities

maintenance. There is also a small amount of staff that fall into the Officials and Administrators category as well as the Professionals category. BCRTA does not employ positions in the categories of Technicians, Protective Service Workers, or Paraprofessionals.

The information used to determine BCRTA's utilization is obtained from internal records and EEO4 reporting. For the most recent analysis, BCRTA identified three categories with underutilization in particular areas as seen in *Table 2* below.

Table 2 – Underutilization by Category

Category	% BCRTA	% Availability	% Underutilization
Officials & Administrators			3 4 3.5 No. 3
Female, White	30.0%	34.7%	4.7%
Service-Maintenance			
Male, Hispanic or Latino	0.0%	3.1%	3.1%
Female, White	29.0%	34.8%	5.8%
Female, Asian	0.0%	1.4%	1.4%

#### Goals, Timetables and Areas for Attention

This program was amended to add goals in March of 2020. Prior to this time, BCRTA maintained an abbreviated program without goals.

Underutilized areas are detailed in *Attachment B* and also Table 2 above. To address these shortcomings, BCRTA proposes the following goals:

#### Short Term

Service – Maintenance is BCRTA's largest hiring category and involves a considerable amount of turnover. Discussion with Operations hiring personnel, HR and the EEO officer conclude that adjusting outreach techniques should address partial discrepancies in underutilization for that category. Specific goals are outlined in *Attachment B* 

#### Long Term

BCRTA HR, EEO officer and staff have concluded that because of limited turnover it is unlikely that any vacancy of administrators and officials will be available in the near term. The EEO Officer will work with HR to ensure that BCRTA seeks female applicants for any unexpected vacancies that may arise or new positions that may be added.

#### **Assessment of Employment Practices**

FTA's 4/5's Analysis can be found as *Attachment G*.

#### Recruitment & Selection Process

The recruitment process at BCRTA consists of most commonly used practices. Position vacancies are posted publicly via BCRTA's applicant tracking system (JazzHR) which propagates on the BCRTA website and other syndicated job sites. The agency encourages and incentivizes current employees to recommend candidates for hire, and participates in local job fairs.

Employees are selected based on qualifications that include education and experience. Each applicant participates in a structured interview process which consists of a team of individuals who represent the HR Department, the Department Manager or Director of the department in which the vacancy exists and one other member from the applicable department. To ensure BCRTA complies with its EEO policy, the Civil Rights Officer may attend interviews.

Promotion procedures are structured to allow all qualified internal applicants an opportunity to interview for a selected vacancy.

BCRTA is seeking to increase its outreach within the community by looking to partner with local agencies such as the local Chamber of Commerce, Butler County Job and Family Services agency and continuing to partner with the Employment Source as the need arises.

#### Testing

BCRTA does not use any testing to evaluate candidates for hire, training, promotions, discipline, or termination.

#### Promotions, Transfers & Advancement

BCRTA seeks to promote internal candidates whenever possible. Internal opportunities are solicited in the same manner as external opportunities, and internal applicants are carefully weighed against outside applicants based upon merit, experience and qualifications. Internal applicants are subject to the same evaluation, interview and decision process as external applicants.

Regular evaluations are conducted for all employees no less than annually. Evaluation forms are created and reviewed by the HR department and EEO officer. Review conferences include opportunities to cite goals and discuss objectives for advancement and training.

#### Seniority Practices

BCRTA does not evaluate or base decisions solely on seniority for any hire, training, or promotion opportunities. Seniority is only used for the picking of bidding of schedules at BCRTA.

#### Training

BCRTA maintains a tuition reimbursement policy that is available organization wide. In addition, BCRTA provides an annual allowance to every supervisory

and management employee for the purpose of development and education. Managers and HR regularly encourage women and minority applicants to use these opportunities and identify new classes and conferences that may benefit those employees personal needs or development goals.

#### Compensation and Benefits

BCRTA wage categories are reviewed by the BCRTA Board of Trustees as needed. All wage setting and increases are based upon carefully documented achievement and inflation when needed. Increases and wage setting are centralized through a personnel action approval process to prohibit unfair practices and unjust compensation. BCRTA does not currently offer a bonus structure or group health insurance due to budgetary constraints. BCRTA does offer a formal public policy to provide tuition and coursework reimbursement in the interest of internal advancement and promotion of its employees.

#### Disciplinary Procedures & Termination

BCRTA applies the same handbook to all employees. No employees are currently represented or subject to deviations from the standard employee handbook. BCRTA primarily follows a "3 strikes policy" when evaluating instances of written discipline, issued for violations of policy outlined in the handbook that is distributed to all employees. Several "zero tolerance" policies due exist for purposes of safety, including Workplace Violence and Distracted Driving. All discipline and other personnel actions are tracked by BCRTA's HRIS system and reviewed through a centralized processing workflow to ensure all employees are treated equitably. Records are unable to be amended by any BCRTA personnel once effective for security and tracking purposes.

Statistical Impact of Employment Practices on Minorities & Women Specific statistical data demonstrating employment practices on minorities and women is included in *Attachment G*.

Self-Identifying information used for the tracking of these statistics is collected and separated electronically. Viewing is only allowed only for the small amount of staff who require it for reporting purposes. This security is accomplished through BCRTA's HRIS and applicant tracking systems. Although many BCRTA employees use these systems, access to sensitive data is anonymized or hidden from those who do not require reporting capability for EEO compliance.

#### Individuals with Disabilities & Veterans

Specific statistical data demonstrating employment practices on individuals with disabilities and veterans is included in *Attachment C*.

#### Monitoring & Reporting

Electronic records required by regulation and this plan shall be tracked in the BCRTA human resource management software and applicant tracking systems in accordance with BCRTA records retention policy. This program shall be reviewed annually by the BCRTA Board of Trustees. Additionally, the EEO Officer shall provide a report to the Executive Director outlining the progress and attainment of goals in advance of this annual review.

#### **Complaint Process**

Any employee who wishes to raise a Complaint regarding discriminatory treatment of any kind may do so directly with BCRTA's EEO Civil Rights Officer, who can be contacted directly in person, by phone, or by email. If that employee is more comfortable raising their Complaint with their immediate supervisor then they may do so; in that instance, the supervisor is obligated to report the matter to the EEO Civil Rights Officer. The EEO Civil Rights Officer will work with the complaining employee to generate a written Complaint which will be maintained and tracked in the BCRTA human resource management software in accordance with BCRTA records retention policy.

Once a Complaint is filed, the EEO Civil Rights Officer will lead a timely investigation into the allegations of the Complaint. The primary responsibility for any particular investigation may be delegated to a disinterested HR personnel at the discretion of the EEO officer. Investigations shall be completed in a timely fashion. The results of any investigation shall be reported to relevant management as well as the Complainant. The EEO Civil Rights Officer shall maintain a log documenting for each filed Complaint the name of the Complainant, basis of the Complaint, the protected group, date of initial contact, date of resolution, the resolution reached, and the name of the investigator.

## Attachment A: 6-17 Equal Employment Opportunity Policy

Adopted Date: 11-19-14 Reviewed Date: 05-17-17 Revised Date: 08-16-17

#### Compliance with Employment Laws

It is BCRTA's policy to abide by all federal, state, and local laws, rules and regulations applicable to BCRTA, and for all our employees to do the same.

Any violation or perceived violation of law should be reported to a management representative, who will make every effort to investigate and address the problem promptly.

#### **Equal Employment Opportunity**

BCRTA states as its policy a commitment to provide equal opportunity to all persons in matters affecting all employment processes, but not limited to, recruitment, employment, compensation, benefits, promotions, training, discipline, transfer selection, terminations, and other terms and conditions of employment and layoff practices without regard to a person's race, color, religion, national origin, disability, gender, genetic information, sexual orientation, gender identity, veteran status, or age.

Further, BCRTA is committed to complying with Title I of the Americans with Disabilities Act and prohibits discrimination on the basis of disability. BCRTA will make accommodations that are reasonable and not unduly burdensome to enable qualified disabled applicants and employees to participate in the employment process and perform essential job functions.

Consistent with applicable federal and state laws, BCRTA has established a written program, including goals and timetables, to overcome the effects of discrimination on minorities and women. To ensure effective ongoing review of the program, BCRTA has assigned responsibility for oversight of the Equal Employment Opportunity (EEO) program to a member of management designated as EEO Officer. BCRTA's EEO Officer is responsible for directing all human resource practices and functions in accordance with the principles of equal employment opportunity, and for maintaining the written EEO plan and employment processes data.

BCRTA believes fulfilling this policy is a top priority in its daily operations. BCRTA holds every manager and supervisor accountable for implementing this policy. Performance in contributing to the success of the equal employment opportunity program will be evaluated in the same manner as performance of other department goals. All employees are expected to cooperate in carrying out principles and practices of equal employment opportunity.

Job applicants and employees who believe they have been a victim of discrimination have the right to file a complaint with BCRTA's designated EEO Officer, or with another member of management with whom the individual is comfortable speaking. BCRTA will promptly investigate complaints, and will take appropriate remedial and disciplinary action whenever it determines that this policy has been violated. BCRTA believes that successful achievement of EEO goals will provide benefits to BCRTA through fuller utilization and development of previously underutilized human resources.

Copies of this *Statement of Policy* are conspicuously posted throughout the BCRTA facility. In addition, the policy statement can be found on BCRTA's website at

www.butlercountyrta.com. A copy of the complete EEO Program is available for review by any individual upon request.

# Attachment B: Utilization Analysis Data

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#### Attachment C: Applicant Questionnaires and Collected Data

#### The following questions are entirely optional.

To comply with government Equal Employment Opportunity / Affirmative Action reporting regulations, we are requesting (but NOT requiring) that you enter this personal data. This information will not be used in connection with any employment decisions, and will be used solely as permitted by state and federal law. Your voluntary cooperation would be appreciated. <u>Learn more</u>.

Gender		
Decline to answer	•	
Race/Ethnicity		
Decline to answ er		

#### Invitation for Job Applicants to Self-Identify as a U.S. Veteran

A "disabled veteran" is one of the following:

Vataran atatua

- a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs; or
- o a person who was discharged or released from active duty because of a service-connected disability.
- A "recently separated veteran" means any veteran during the three-year period beginning on the date of such
  veteran's discharge or release from active duty in the U.S. military, ground, naval, or air service.
- An "active duty wartime or campaign badge veteran" means a veteran who served on active duty in the U.S. military,
  ground, naval or air service during a war, or in a campaign or expedition for which a campaign badge has been
  authorized under the laws administered by the Department of Defense.
- An "Armed forces service medal veteran" means a veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.

	ran status
C	I IDENTIFY AS ONE OR MORE OF THE CLASSIFICATIONS OF PROTECTED VETERAN LISTED ABOVE
	I AM NOT A PROTECTED VETERAN
Ö	I DON'T WISH TO ANSWER

#### Voluntary Self-Identification of Disability

Voluntary Self-Identification of Disability Form CC-305

OMB Control Number 1250-0005

Expires 1/31/2020

#### Why are you being asked to complete this form?

Because we do business with the government, we must reach out to, hire, and provide equal opportunity to qualified people with disabilities. To help us measure how well we are doing, we are asking you to tell us if you have a disability or if you ever had a disability. Completing this form is voluntary, but we hope that you will choose to fill it out. If you are applying for a job, any answer you give will be kept private and will not be used against you in any way. If you already work for us, your answer will not be used against you in any way. Because a person may become disabled at any time, we are required to ask all of our employees to update their information every five years. You may voluntarily

self-identify as having a disability on this form without fear of any punishment because you did not identify as having a disability earlier.

#### How do I know if I have a disability?

You are considered to have a disability if you have a physical or mental impairment or medical condition that substantially limits a major life activity, or if you have a history or record of such an impairment or medical condition. Disabilities include, but are not limited to:

- Blindness
- Deafness
- Cancer
- Diabetes
- Epilepsy
- Autism
- Cerebral palsy
- HIV/AIDS
- Schizophrenia
- Muscular dystrophy
- Bipolar disorder
- Major depression
- Multiple sclerosis (MS)
- Missing limbs or partially missing limbs
- Post-traumatic stress disorder (PTSD)
- Obsessive compulsive disorder
- Impairments requiring the use of a wheelchair
- Intellectual disability (previously called mental retardation)

#### Please check one of the boxes below:

	YES, I HAVE A DISABILITY (or previously had a disability)
	NO, I DON'T HAVE A DISABILITY
0	I DON'T WISH TO ANSWER

# Figure 1 - Hires by Race and Sex (all positions)

Butler County Regional Transit Authority Hires by Race and Sex From October 1 2017 to March 7 2020

	Male Female				ender tifled	Total		
Race/Ethnicity	Total	Hired	Total	Hired	Total	Hired	Total	Hired
The race/ethnicity values below are related	l to candida	ates that a	pplied afte	er August 2	1, 2018			
Hispanic or Latino	10	0	8	1	1	0	19	1
White, not Hispanic or Latino	357	38	234	26	5	1	596	65
Black or African-American, not Hispanic or Latino	178	12	157	10	2	0	337	22
Asian, not Hispanic or Latino	11	0	0	О	0	o	<b>1</b> 1	0
Native Hawaiian or Other Pacific Islander, not Hispanic or Latino	3	0	0	0	0	0	3	0
American Indian or Alaskan Native, not Hispanic or Latino	3	0	1	1	0	0	4	1
Two or More Races, not Hispanic or Latino	9	0	16	0	0	0	25	0
The race/ethnicity values below are related	to candida	ites that a	oplied befo	ore August	21, 2018			
White (Not Hispanic)	188	15	71	8	1	0	260	23
African American/Black (Not Hispanic)	50	2	39	3	0	0	89	5
Hispanic	5	0	2	0	O	O	7	0
Asian	4	0	3	0	1	0	8	0.
Pacific Islander	4	0	0	0	0	0	4	0
American Indian	1	0	0	0	0	0	1	0
Native Alaskan	0	0	0	o	o	o	o	0
Native Hawaiian	0	0	0	0	0	0	0	0
Multi-racial	6	0	4	0	0	0	10	0
Decline to answer	48	2	47	2	66	7	161	11
Total	877	69	582	51	76	8	1535	128

Figure 2 - Hires by Veteran/Disability (Section 503 Final Rule)

Butler County Regional Transit Authority Hires by Veteran/Disability (Section 503 Final Rule) From October 1 2017 to March 7 2020

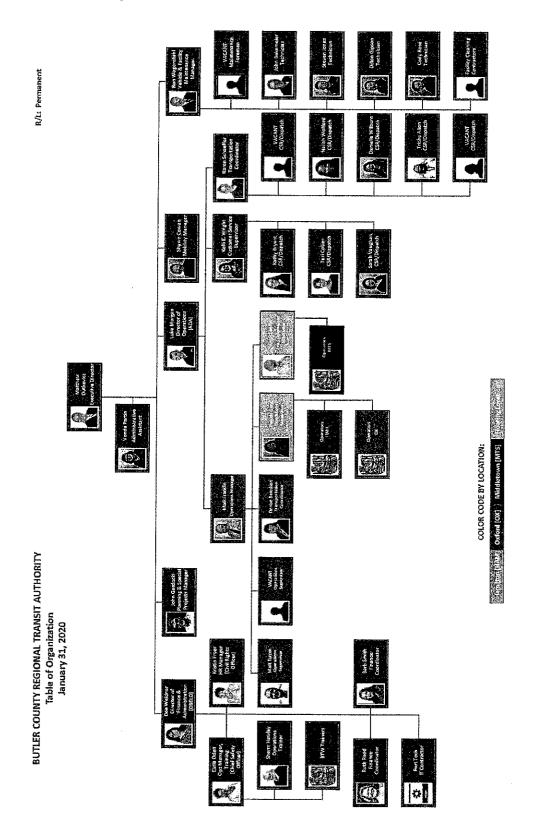
From October 1 2017 to March 7 2020	Male		Female		No Gender Specified		Total	
Veteran Status	Total	Hired	Total	Hired	Total	Hired	Total	Hired
I DON'T WISH TO ANSWER	1,89	11	85	1	55	4	329	16
I IDENTIFY AS ONE OR MORE OF THE CLASSIFICATIONS OF PROTECTED VETERAN LISTED ABOVE	73	4	4	0	2	1	79	5
I AM NOT A PROTECTED VETERAN	615	54	493	50	19	3	1,127	107
Total	877	69	582	51	76	8	1535	128
SELECTION RATE	10.61%	6.90%	0.30%	0.00%	9.52%	25.00%	6.55%	4.46%

Disability Status	Total	Hired	Total	Hired	Total	Hired	Total	Hired
I DON'T WISH TO ANSWER	183	11	103	2	48	6	334	19
YES, I HAVE A DISABILITY (or previously had a disability)	61	8	33	3	3	0	97	11
NO, I DON'T HAVE A DISABILITY	633	50	446	46	25	2	1,104	98
Total	877	69	582	51	76	8	1535	128
SELECTION RATE	8.79%	13.79%	6.89%	6.12%	10.71%	01.00%	8.08%	10.09%

Attachment D: Subrecipients & Contractors

BCRTA does not have or plan to have any subrecipients or contractors subject to EEO Program requirements.

# Attachment E: Organizational Chart



Attachment F: Goals & Timetables from Previous Program Submission
Not applicable – BCRTA has not submitted a prior program submission that
required goals and timetables due to not meeting the employee headcount
threshold.

# Attachment G: Four Fifths Adverse Impact Analysis by Job Category

## Hires

Job Category (Use EEO-4)						ANNE	(ななな)ままから	4年10年	<b>海海</b>	<b>[]上发展的温度</b> 数据	<b>建物的</b>	A	WHEN WH	IOPLEER	<b>新教教教</b>	Marian
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Ratio to Highest Rate	70.6%	100.0%	74.1%	100.0%	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
otential Adverse impact (Yes/No)	WAS NOT	No	MANY STATE	No	N/A	N/A	<b>和数Yes</b> 数据	XXXY es S	編(WY	N/A	N/A	N/A	N/A	N/A	N/A	N/A
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Ratio to Highest Rate	NA	100.0%	0.0%	100.0%	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No.	₩¥es₩	No	N/A	N/A	Yes at.	TAYES FO	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N#
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Number Applied	-	-	ACC 150	學與國際的學學	<b>等和的数据</b>	(國際國際	SASSA METERS	7030	<b>新教验验</b>	E (55 Met.)	· 1000000000000000000000000000000000000	CONTRACTOR OF	10 mg/mg/5	27000 C	53/40/01/20	<b>公园用等</b> 理
Total Hires			A STATE OF	10.10	ON COLUMN	<b>学家被称</b>	最高级	or the state of	Constitution of	100000	金融高级	100		<b>等心态等</b>	1801216	
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	<b>建设施共T</b> C	tal為東海縣		N. C. Service					<b>米埃维</b> H	LES		<b>建筑建设</b>	建 M X M X M X M X M X M X M X M X M X M	OF I	<b>美国企业政</b>	VIXION
Veterans	<b> Male  Mal</b>	Female	表面 M 编数	海湖F海岸	A Miss	<b>研報Fatter</b>	· · · · · · · · · · · · · · · · · · ·	<b>建</b> 新 [7] 新	海路M 多多	到66日有875	SAEM SEE	宝碑 F 经进	機能M製造	Sept Falls	aak M aak	<b>新维 FX 60</b>
Number Applied			3.00 miles	3. 整路	1000	<b>经验</b>	100	<b>多维斯特</b>	1000	J. 100	<b>*******</b>	13100	<b>福克斯</b> 斯	300	A 19 32	X412
Total Hires	T	-	<b>建筑建筑</b>	<b>建设建筑设</b>	光学级统	S\$\$\$\$\$\$\$	學來回來展示	美は部分に	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	(外数性)等	が記録の意	是的自然的	<b>建筑等等</b>		25/19/6/2014	<b>第二次</b>
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
				,						FIGURE 1						

Notes: Please See Attachement C

## Promotions

Job Category (Use EE0-4)	<b>建学的地</b> T	otal参数法	PARTY.	<b>W</b> - 12 - 22	A PARA	AN A	No. of the last		<b>外线数据计</b>	化学学的	144	AN EXE	美矮紫NI	HOP! New	AL MARKET	M seems
TOTAL HERE THE PARTY OF THE PAR	<b>禁Male</b> 等	Female.	THE MAN	<b>经</b> F条件	#WMY	<b>海龙</b> F/出	ALE M. SS	设第F200	海滨M 68	all F新島	<b>WEM</b> Make	海海F 388	<b>MAN</b>	<b>MAKE SEC</b>	#EM A	SHIP FOR
1 - Officials & Administrators	0.00	For the second					1000000	F	1000							
Number Applied	34	3	<b>第4年26</b>	3 Sept. 3	71 S. S.	<b>国的</b>	19/08/515	100000	3. W. A. 2	, and and a	经线线经	# 3 mail	<b>第5. 经</b> 额点	THE REAL PROPERTY.	3 (2) To	10 Mar 2
Total Promotions	1	_	2370231	<b>"是他们的"</b>	X-49/492	100 M	100	100 mg 2	2.144	Section 2	1000	100000000	A STATE OF STREET	<b>建筑地的</b>	Mary Lange	140 Pet
Selection Rate	2.9%	0,0%	3,8%	0.0%	N/A	N/A	0.0%	N/A	0.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	NA	100.0%	0.0%	N/A	N/A	0.0%	N/A	0.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No.	No	No	Wayes w	N/A	N/A	22 Yes 72	N/A	ANY 48 TO	N/A	WAY 65 FEE	N/A	N/A	N/A	N/A	N/A
2 - Professionals		3200	·~		F	Constitution of the		and the second	#146 13.3-2-1	constant to the contract of		3		35.7		
Number Applied			7886877	\$255 NESTE		2000	2000	10.00000000	STANCE OF THE PARTY OF THE PART	201000000000	Participal Control		Calculate C	1000000000	VOISS AS	0.00754052
Total Promotions	1		3330334	3,487,147	<b>海州</b> 约6	100000000000000000000000000000000000000	100		SECTION AND ADDRESS.	The Control of the Co		STATE OF THE PARTY.	SHORES	GREENSELL'S	100000	Charles of the case of
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
			197	1410		W/A	1000	14/2	14/7		1 147/4	1977	N/A	N/A	14174	(9/
3 - Technicians		E					2,000,000			67 6 6 6		18:23:33				
Number Applied				<b>林学校</b> 第	<b>文学科学</b>	學能够學	经的推销	<b>*************************************</b>	<b>多种种</b>	<b>经验证的</b>		<b>建筑成为</b>	<b>A.</b>		<b>有有明</b>	S 100 1
Total Promotions	<u> </u>	-		<b>建筑建筑</b>	<b>多次智慧等</b>	<b>国际特别联</b>	4.35 Miles		2008.53	<b>133</b> (4)(2)		<b>阿尔斯特斯</b>	数の変数		14 A	<b>美国建筑</b>
Selection Rate ·	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
4 - Protective Service	T			1			1			vacaria, and hards and	و مبلند بیند در از		-	<b>,</b>		
Number Applied		form removed		100	SAMMEN SE	100000000000000000000000000000000000000	75745700-4		SOCIETY AND	0553325A		erano chenytholic	000 MANUS			CREEDING.
Total Promotions	<del></del>	<del>                                     </del>	414	100	100	5233534	CERNICE	1.06.154		1000	1.5		A STATE OF	1000	No. of the last of	0000000
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
				1.12.2.2.2.2.2.2.2.2.2.2.2.2.2.2.2.2.2.	E-7.50 S.3	CONTRACTOR OF STREET		-	THE WATER OF THE PERSON							
5 - Paraprofessional	0.00.00							1.							Latin de la companya	6.3.3
Number Applied	<u> </u>	-	<b>沙沙沙沙</b>	(1000)	38.00	TELEGRAPH .	12 20 2	44			27,142.2				部級統領	20.00
Total Promotions			<b>新疆路路</b>	数型維持經濟	<b>建物的</b>	<b>《美兴级》</b>	2000	A STATE OF THE STATE OF	CALCULATION OF THE PARTY OF THE	學計學的學	2000年2				经的基础	<b>编队操纵</b>
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
6 - Administrative Support		*******	110000000000000000000000000000000000000			200 200		1		-		(	***************************************	1		(
Number Applied	6	12	3.00	MARKATER A	79 le 1-199	1247/2014	was row 3	7002434624	\$2658K031	<b>不够的数据</b> 统	10.020000000	2月20年11		<b>必要的</b>	金融 (4)	300000000000000000000000000000000000000
Total Promotions	-	1		SEP 18 1		Director	SEMPRE	23523042			2012	Carrier St. St.			LEST ME	200231942
Selection Rate	0.0%	8.3%	0.0%	14.3%	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A
Ratio to Highest Rate	NA	100.0%	0.0%	100.0%	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Mayes #	No	N/A	N/A	meyes no	V#Yes 18	N/A	N/A	N/A	AN POST	N/A	N/A	N/A	N/A
7 - Skilled Craft					3	No. 2011 12 12 12 12 12 12 12 12 12 12 12 12 1					P 20 10 10 10 10 10 10 10 10 10 10 10 10 10		#1.7/2,	green one or annual		
Number Applied	busham da				DOMESTIC OF THE PARTY OF THE PA		A Copy District	FORTA SOCIAL PLAN	SOVE CONTROL OF	TO PARTY CONTRACTOR	PROCESS 2010 AND ADDRESS AND A	VALUE OF STREET	Surfacers vinder sal		Contractor of the second	Ciioi
Total Promotions	_	<del></del> -	496.5	2504130	15 34 5 3 4 5 5	STATE OF	A TE TO B AT	e andreas		1000	200		Service Service	10.000		SEASON.
					N/A	N/A	N/A	*/************	為是機能源		TOWNS COMMEN	SHEW REAL PROPERTY.	ASSESSMENT OF		CHEST OF	
	6170	NIZA					1 IV/A	N/A	N/A	N/A	N/A	. N/A	N/A	N/A	N/A	N/A
Selection Rate	N/A	N/A	N/A	N/A			ALIA	MIA	MIZA	MILL	NI IA			5176		
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A	N/A	N/A	N/A	N/A	N/A N/A
Ratio to Highest Rate Potential Adverse Impact (Yes/No)							N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A
Railo to Highest Rate Potential Adverse Impact (Yes/No) 8 -Bervice-Maintenance	N/A	N/A	N/A	N/A	N/A	N/A							N/A			
Ratio to Highest Rate Potential Adverse Impact (Yes/No)  8 -6 ervice-Maintenance Number Applied	N/A N/A	N/A N/A	N/A	N/A N/A	N/A N/A	N/A					N/A		N/A		N/A	
Ratio to Highest Rate Potential Adverse Impact (Yas/No) 8 -8 ervice-Maintenance Number Applied Total Promotions	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Railo to Highest Rate Potential Adverse Impact (Yes/No) 8 - Bervice - Maintenance Number Applied Total Promotions Selection Rate	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate Potential Adverse Impact (Yas/No)  3 - Service-Maintenance Number Applied Total Promotions Selection Rate Ratio to Highest Rate	N/A N/A N/A N/A	N/A N/A	N/A N/A N/A N/A	N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate Potential Adverse Impact (Yes/No) 8 - Service - Maintenance Number Appiled Total Promotions Selection Rate	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	A SHAPE C			N	AL AL	ANN	W213896		A H	A. Lander	100	STATE OF THE	NAME OF THE PERSON NAME OF THE P	OPINER	200	VI THE TAX
Persons with Disabilities	数Male数	Female	<b>機M機</b>	法教民的政	allow Magazi	<b>地域Estim</b>	<b>WEMPS</b>	<b>经验证</b> E 还要让	<b>新以及</b>	WANT FRANK	深媒M 警告	<b>参加F</b> 等等	Mark	水線同能	SAM MARKE	京都 巨強素
Number Applied	-	-	Sept. 15	Sec. 25.25	高級線線	進級群局	200	A service	300000000000000000000000000000000000000	140000000000000000000000000000000000000		25 W. M. M. M.	<b>多种</b> 的	Transfer in	33 March 1953	2000
Total Promotions	-	-	53/20	<b>建筑</b>	<b>建设的模</b>	<b>建设数据</b>	100	Arrest (a)	3000000	128/2532	10000000	25/10/12		CONTRACT.	SE 180 (1921)	COLUMN C
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
AND THE RESERVE OF THE PARTY OF	AN AND TO	tal	THE REAL PROPERTY.	N. Salah	AL AL	AN	774 2 W. W.	DOMESTIC:	海豹家族(H	Laster	AND THE RESERVE	A SERVICE STATE OF THE SERVICE AS A SERVICE	<b>经验器NH</b>	OPLEASE	3 M	Handle Co.
Veterans	與Male 至	Famale	海峡 M 会群	公路下 经	SWM SS	<b>建筑下边</b> 色	#M#	<b>建筑</b> 医抗囊	SEX M 特别	SA FEW	AM M	<b>SelF#</b> ₹	SET M YES	F.W.	SAM MARK	<b>网络月组织</b>
Number Applied			<b>对源以影响</b>	外國 海车		聯連級	(4) (4) (4)		<b>经</b> 有效。	<b>"我们是</b>	<b>美国的</b>	碧 / 整 / 变	<b>建</b> 原金牌	7.00 Miles	<b>新加斯斯</b>	總統則於
Total Promotions		-	100	<b>治療機器</b>	湖 起达海	逐渐被指於		44 CAR. C.	新班角的名	NORTH BEST	<b>网络松松</b>	8 10 A				
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
			177 / C		(***					£ 70 10 10 10 10 10 10 10 10 10 10 10 10 10		EKCERNICH I			#:::::::::::::::::::::::::::::::::::::	

Notes:

# Training

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uob Category (Use EEO-4)	本 Male 製	Fem 2le	AND MICH	SEE FLOOR	ASM S	SE FEE	SEM SE	A F A		Marie Sept.		Access to the second second	MY MS	CEA COM		SE FIRST
1 - Officials & Administrators			CHECKEL					San Sal Sicol				(Classiful Section)	E Statillian	Section 1	And add to the colors	2742 (0,404)
Total Workforce	T :	,	AFAFORE.	180 tiller	<b>等基本资</b>	1000000	Salar Carlo	40.00	<b>经济库</b> 第45	WAR NO.	<b>海水獭</b> 溪	5300000	2/12/14/2	Section 2	AND ADMIT	TO STATE OF
Total Trained		-	<b>发育的</b>	15.45	S. 45	357895	100 m	1868	2.2	C12400	35,290.20	1000	S164-518-54	GEOGRAS	255 ZV	A 46 %
Training Rate	N/A	N/A	N/A	_N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2 - Professionals	· · · · · · · · · · · · · · · · · · ·			1			]		Committee Section Co.		<u> </u>					1000
Total Worldorce			84574534678	STATE OF THE STATE	TENNEN VICE	52379423	<b>安全的</b> 科斯特	37.50	0.00				21	(SV 27/2)	24.24	
Total Trained		-	Beautiful Co.	and the	70 SA	Sharp of the state of	S. S. A. Market		180000		34.46.300.50	Contract of the Contract of th			*****	AND THE RESERVE OF THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED IN COLUM
Training Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
3 - Technicians	,	g .	y	1000000		y								7		
Total Workforce		Service Control Consu	100 to 10			444	L.		Branco Parison	FO CANDON PARKET	1998 (Pr. 198	200000000000000000000000000000000000000	AVIORIS DE SAVOR			
Total Trained	1 -	<del></del>	101,000,000		7. C. C. C. C.	125 (100)	7.0	9 (25)	200		<b>建筑线</b>	AND THE ST	(PSA)		100	A GOVEN
Training Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
4 - Protective Service			,	2.60000		42212 221212							******	4 - September 1985 - 1986 - 1986	***************************************	
Total Workforce	A	يستجسنا	CHORNE 1005	BUSINESS CO.												
Total Trained	-	-	F 102 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		1000	28.113.5	200	<b>建约金牌</b>	<b>化聚合物</b>		医 经		高級經濟	<b>用的规则的</b>	2000	Bistifesa.
Training Rate	N/A	N/A	N/A	N/A	N/A	N/A	(1348 Bal)	100	198						400 C F	A COLUMN
Ratfo to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
		100000000000000000000000000000000000000			-	100000000000000000000000000000000000000	No.				***** * * ********	177	14/2			AND SERVICE
5 - Paraprofessional Total Workforce																
Total Trained		-		25000000000000000000000000000000000000	1000 C	學學議案所	A SP (2-)	<b>在本籍</b>	は記念を選挙	<b>化物理</b>	学的是是		200 April 1985		<b>特别的</b>	
Training Rate	N/A	N/A	N/A	<b>不能够够的</b>	ALCONO.	出版條準從	<b>《美黎洛斯》</b>		Sales Sales	を   を   を   を   を   を   を   を   を   を	漢語類類	1000年的	APPENDED.	學院的學院	Wall the Co	物的解析
Ratio to Highest Rate	N/A	N/A	N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A N/A	N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A
Land the second				THE RESERVE				1/0	14/2	TVA	W/A	IV/A	N/A	N/A	N/A	N/A
6 - Administrative Support			and the state of			into ten										
Total Workforce					報線でき	18.00	<b>电路图像</b>	2000年	经建筑程度	No.	1300	100000	學學的	被继续定	<b>新兴和</b>	and the
Total Trained		-	13.5	) 经股份债务	200 A 20	機能學學的	SERVICE OF		<b>经验验</b>	<b>高級的建設</b>	(1)		200	200 B	學演员是	報告を指する
Training Rate Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	. N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A N/A	N/A N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N∦A
			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7 - 9killed Craft		E-100														
Total Workforce	-		的機能的	经的人指令	<b>对抗解解抗</b> 症	200	Section Section	<b>一种的</b>	<b>阿斯斯斯</b> 斯	<b>"我们我的第一种</b>	<b>有能够能够</b>	网络路路	排機的形容的	MONTH OF THE	KINE ME	
Total Trained			學是自治的	* 20 ±	TANK NE	12 / C	4 2 B	88 K 4 5 K 2	26,455	Line Line	#2600E	12 March 1986	NAME OF STREET	2000	us Repe	10 (A) (A) (A)
Training Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8 -Service-Maintenance					draft a Ne A make and Land	uci in citi										
Total Workforce	- 1	-	CONTRACTOR	10000000		277420 CHCD	SHOW SET		AND 100 P. C.		(SATES )	0.1000.0000		522		9(98)39(8)
Total Trained	- 1	-	S44.0 8573	500 25	Est Market	100000 50000	S. A. Sept. Co.				360 460 4		SECTION STATES	and the second	2.000 (a) (a)	
Training Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	M/A	N/A	NVA
					market markets		CONTRACTOR OF THE	accountable to con-	W-1	The Strianger Land.	***************************************	CONTRACTOR SECTION	regorderfordstate	427000000000000000000000000000000000000	Victory and	

Notes: BCRTA does not select or limit training opportunities.

## Terminations

Comment of the Commen	A CONTRACTOR	tal	3744 API	Waterbeam	A reserve	AN ESSE	- 499 / S Just 6	n markasan	AND STREET	I Les NAZA	<b>建设施的股</b>	A	EASTERN NE	OPPERM	224 (0.46)	M de sais
Luob Category (Use EEO 4)	Male	Female		ALCO F.Se.					58 M. 25					SE PAR		WEE FAME
1 - Officials & Administrators					15	120374073140			2 10-12-12-12-12-12-12-12-12-12-12-12-12-12-	220000 000000	ESTERILES	SERVICE CO.	17000011117976	MOTAN SAFER	165 KI 161 TA 161	Mary Assess
Total Workforce	9		9	65.VELV.64	S 225 ASS	197 (1972)			107.502.5	1000000		S. 2000	46.00	74.0.5g	(S. 100)	
Total Involuntary Terminations	-		Mark Control	5.940 S.650	17.47等	200 March 19	A 10 1 10 10 10 10 10 10 10 10 10 10 10 1		20 Aug 12				200000000	200 May 100 May	90200000	A1000 W 10
Involuntary Termination Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratto to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	Nο	Νo	No	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2 - Professionals		1		ir i i i i	ir	11	· · · · · · · · · · · · · · · · · · ·	·	15		48	):	(°	والمستريد المستريد	Esercia de la constitución de la	16.
Total Workforce			600 T	00156666666	ENGLES (NO.		40 BH (1974)	PARKE NORSE AN	MESOCOS/000	A STONE	EX.ZEAR.SUS	Market Service				
Total involuntary Terminations		<del>                                     </del>	4.00	1520 (180.45)	1.00.212.00	0 E . V	200	4.5.4.5	CS SISSE	250		53.27.4	Access	0.203	The state of the s	2.52.27
Involuntary Termination Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
A Tankalalana		1		1	7											
3 - Technicians Total Workforce			PERSONAL PROPERTY AND		Establishment	SUADOWSKI POWE		HOME STORY OF THE PARTY.	MINE CANADA DE C	Expression Contract	T POT THE PROPERTY.	Lancing Co. Co. Co.	100000000000000000000000000000000000000			
Total Involuntary Terminations	<del> </del>	<del>-</del>	STATE OF THE STATE	2000 A		344			ALC: Y			(現代を発行的)			September 1	
Involuntary Termination Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A		海岸海路 "被	然為自然的	能機能能	SAME DE	
Ratio to Lowest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A N/A	N/A N/A	N/A N/A	N/A	N/A N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A	N/A N/A	N/A N/A	N/A	N/A N/A
Contract to the second				100		/ // /	17/0		10/4	IN/C	11//	100	1000	NIA	N/A	INA
4 - Protective Service						3. 775 A						71.00				THE RES
Total Workforce			\$3.00 m		常规定特殊	100	2000年6月1					经验的			<b>建設課</b> 簿	<b>建筑等</b>
Total Involuntary Terminations	<u> </u>		統領地	2 Sept.	100	<b>经</b>	<b>海线</b> 电影		<b>海</b> 斯特拉	42.5	200			30 经25		W
Involuntary Termination Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate Potential Adverse impact (Yes/No)	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Illipact (185/NO)	O/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5 - Paraprofessional							الماسية		ke i i Ka						17.0-1	
Total Workforce			MONTH DE		15.040.00	<b>机型剂均衡</b>	2000年1900年1	34 30 100	<b>海水水</b>				S	Section 450	001/2010/02/1	30050000
Total Workforce Total Involuntary Terminations	-	-		diam'r.	S 1500			de la principalitation of					S			
Total Workforce Total Involuntary Terminations Involuntary Termination Rate	- N/A	- N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total Workforce Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A
Total Workforce Total Involuntary Terminations Involuntary Termination Rate	- N/A	- N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total Workforce Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A
Total Workforce Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)	N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A	N/A N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A
Total Workforce Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No) 8 - Administrative Support	N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A	N/A N/A	N/A N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A N/A
Total Workforce Total Involuntary Terminations Involuntary Termination Rate Railo to Lowest Rate Potential Adverse Impact (Yes/No) 6 - Administrative Support Total Workforce Total Involuntary Terminations Involuntary Termination Rate	N/A N/A N/A N/A 1	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A
Total Workforce Total Involuntary Terminations Involuntary Termination Rate Railp to Lowest Rate Potential Adverse Impact (Yes/No)  6 - Administrative Support Total Workforce Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate	N/A N/A N/A N/A 1 1 0.0%	N/A N/A N/A N/A N/A 8 0.0%	N/A N/A N/A N/A 0.0%	N/A N/A N/A N/A 10.0%	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A
Total Workforce Total Involuntary Terminations Involuntary Termination Rate Railo to Lowest Rate Potential Adverse Impact (Yes/No) 6 - Administrative Support Total Workforce Total Involuntary Terminations Involuntary Termination Rate	N/A N/A N/A N/A 1	N/A N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A 8	N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A N/A N/A N/A
Total Workforce Total Involuntary Terminations Involuntary Termination Rate Railp to Lowest Rate Potential Adverse Impact (Yes/No)  Administrative Support Total Workforce Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)	1 0.0% N/A N/A	8 0.0% 100.0%	N/A N/A N/A N/A 100.0%	N/A N/A N/A N/A N/A 100.0%	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A
Total Workforce Total Involuntary Terminations Involuntary Termination Rate Railp to Lowest Rate Potential Adverse Impact (Yes/No)  6 - Administrative Support Total Workforce Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate	1 0.0% N/A N/A	8 0.0% 100.0%	N/A N/A N/A N/A 100.0%	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A
Total Involuntary Terminations Involuntary Termination Rate Railo to Lowest Rate Potential Adverse Impact (Yes/No) 6 - Administrative Support Total Workforce Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No) 7 - Skilled Craft	N/A N/A N/A N/A N/A 100.0%	8 0.0% 100.0%	N/A N/A N/A N/A 100.0%	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A
Total Worldorce Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No) 6 - Administrative Support Total Worldorce Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No) 7 - Skilled Craft Total Worldorce	N/A N/A N/A N/A N/A 100.0%	N/A N/A N/A PI/A B B.0% 100.0%	N/A N/A N/A N/A N/A 100.0%	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A
Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/Na)  8 - Administrative Support Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)  7 - Skilled Craft Total Involuntary Terminations Total Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)  7 - Skilled Craft Total Workforce Total Involuntary Terminations	N/A N/A N/A N/A 100.0% No	8 0.0% 100.0%	N/A N/A N/A N/A 0.0% 100.0% No	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A
Total Involuntary Terminations Involuntary Termination Rate Railo to Lowest Rate Potential Adverse Impact (Yes/No) 6 - Administrative Support Total Workforce Total Involuntary Terminations Involuntary Termination Rate Railo to Lowest Rate Potential Adverse Impact (Yes/No) 7 - Skilled Craft Total Workforce Total Involuntary Termination Rate Railo to Lowest Rate Total Workforce Tot	N/A N/A N/A N/A 1 1 - 0.0% 100.0% No	8 0 0% 100.0% N/A	N/A N/A N/A N/A 100.0% 100.0% Ng	N/A N/A N/A N/A 100.0% No	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A
Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)  6 - Administrative Support Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)  7 - Skilled Craft Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)  7 - Skilled Craft Total Workforce Total Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)	N/A N/A N/A N/A N/A 100.0% No 0.0% 100.0% No	N/A N/A N/A N/A N/A 0.0% NO	N/A N/A N/A N/A N/A N/A 100.0% N0 100.0% N0	N/A N/A N/A N/A N/A 190.0% 190.0% 190.0% N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A
Total Involuntary Terminations Involuntary Termination Rate Railo to Lowest Rate Potential Adverse Impact (Yes/No)  6 - Administrative Support Total Workforce Total Involuntary Terminations Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Advires Impact (Yes/No)  7 - Skilled Craft Total Workforce Total Involuntary Terminations Involu	N/A N/A N/A N/A N/A 100.0% No 0.0% 100.0% No	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A 100.0% No 100.0% No 100.0%	N/A N/A N/A N/A 190.0% 190.0% N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A
Total Worldorce Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)  6 - Administrative Support Total Worldorce Total Involuntary Terminations Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No) 7 - 8 killed Graft Total Worldorce Total Involuntary Terminations Involuntary Terminations Involuntary Terminations Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No) 8 - 8 erwice - Maintenance Total Worldorce Total Involuntary Terminations Rate Ratio to Lowest Rate Ratio	N/A N/A N/A N/A N/A 1 1 - 0.0% 100.0% No 0.0% 100.0% No	N/A N/A N/A Pl/A 100.0% NO NO N/A N/A N/A N/A	N/A N/A N/A N/A N/A 100.0% 100.0% 100.0% 100.0% 100.0%	N/A N/A N/A N/A N/A 100.0% No 100.0% No N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A
Total Involuntary Terminations Involuntary Termination Rate Railo to Lowest Rate Potential Adverse Impact (Yes/No)  8 - Administrative Support Total Involuntary Terminations Involuntary Terminations Involuntary Terminations Involuntary Terminations Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)  7 - Skilled Graft Total Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)  8 - Service - Mainterance Total Involuntary Termination Total Involuntary Termination Total Involuntary Termination Total Involuntary Termination	N/A N/A N/A N/A N/A 100.0% NO 0.0% NO 0.0% NO 0.0% NO 100.0%	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A 100.0% N0 100.0% N0 100.0% N0 100.0%	N/A N/A N/A N/A N/A N/A 100.0% No No N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A
Total Involuntary Terminations Involuntary Termination Rate Railo to Lowest Rate Potential Adverse Impact (Yes/No)  6 - Administrative Support Total Involuntary Terminations Involuntary Termination Rate Railo to Lowest Rate Potential Adverse Impact (Yes/No)  7 - Skilled Craft Total Workforce Total Involuntary Terminations Involuntary Termination Rate Railo to Lowest Rate Potential Adverse Impact (Yes/No)  7 - Skilled Craft Total Workforce Total Workforce Total Workforce Total Verse Impact (Yes/No)  8 - Service - Maintenance Total Workforce Total Involuntary Terminations Involuntary Termination Rate Total Involuntary Terminations Involuntary Termination Rate	N/A N/A N/A N/A N/A 11 0.0% 100.0% No 100.0% No 100.0% 100.0%	N/A N/A N/A N/A N/A NO NO NO NO NO NO NO NO NO NO NO NO NO	N/A N/A N/A N/A N/A 100.0% No 100.0% No 100.0%	N/A N/A N/A N/A N/A 100.0% No No N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N./A N./A N./A N./A N./A N./A N./A N./A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A
Total Involuntary Terminations Involuntary Termination Rate Railo to Lowest Rate Potential Adverse Impact (Yes/No)  8 - Administrative Support Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)  7 - Skilled Craft Total Involuntary Termination Rate Ratio to Lowest Rate Total Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)  8 - Service-Maintenance Total Involuntary Termination Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)  8 - Service-Maintenance Total Viorkforce Total Involuntary Terminations Involuntary Termination Rate Ratio to Lowest Rate	N/A N/A N/A N/A N/A 100.0% N0 100.0% N0 100.0% N0 100.0% N0	N/A N/A N/A N/A N/A N/A NO NO NO NO NO N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A 100.0% 100.0% No 100.0% No 122.102 123.102 124.5%	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N./A N./A N./A N./A N./A N./A N./A N./A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A
Total Involuntary Terminations Involuntary Termination Rate Railo to Lowest Rate Potential Adverse Impact (Yes/No)  6 - Administrative Support Total Involuntary Terminations Involuntary Termination Rate Railo to Lowest Rate Potential Adverse Impact (Yes/No)  7 - Skilled Craft Total Workforce Total Involuntary Terminations Involuntary Termination Rate Railo to Lowest Rate Potential Adverse Impact (Yes/No)  7 - Skilled Craft Total Workforce Total Workforce Total Workforce Total Verse Impact (Yes/No)  8 - Service - Maintenance Total Workforce Total Involuntary Terminations Involuntary Termination Rate Total Involuntary Terminations Involuntary Termination Rate	N/A N/A N/A N/A N/A 11 0.0% 100.0% No 100.0% No 100.0% 100.0%	N/A N/A N/A N/A N/A NO NO NO NO NO NO NO NO NO NO NO NO NO	N/A N/A N/A N/A N/A 100.0% No 100.0% No 100.0%	N/A N/A N/A N/A N/A 100.0% No No N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N./A N./A N./A N./A N./A N./A N./A N./A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A

# Discipline

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1 - Officials & Administrators Total Workforce	# 102 (VIZ.19 2	Female	Translation (	Part Part			11.	WITE SER	1	J					Ü.		l.
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Ratio to Lowest Rate Potential Adverse Impact (Yes/No)	0.0% No	100.0% No	0.0% No	100.0% No	N/A N/A	N/A N/A	0.0% 100.0% No	N/A N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	1
MA Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	N/A	N/A	N/A	NA APPENDE	N/A	N/A DUSTAN	N/A	N/A	N/A	<entry< td=""></entry<>
Ratio to Lowest Rate Potential Adverse Impact (Yes/No)	100.0% No	100.0% No	100.0% No	100.0% No	N/A N/A	N/A N/A	100.0% No	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	1
NA NA Obcipine Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	N/A	N/A	N/A N/A	N/A N/A	N/A	N/A	N/A N/A	N/A	N/A	<entry< td=""></entry<>
Ratio to Lowest Rate Potential Adverse Impact (Yes/No)	100.0% No	100.0% No	100.0% No	100.0% No	N/A N/A	N/A N/A	100.0% No	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A	N/A N/A N/A	N/A N/A N/A	1
NA Dscipine Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	MODELE N/A	N/A	TSENCE N/A	NA.	N/A	N/A	FOME TO	N/A	SREEPS	≺£ixtay
Ratio to Lowest Rate Potential Adverse Impact (Yes/No)	100.0% No	100.0% No	100.0% No	100.0% No	N/A N/A	N/A N/A	100.0% No	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	1
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	N/A	N/A	N/A	MANA NA	N/A	N/A	N/A	N/A	N/A	<entry< td=""></entry<>
Ratio to Lowest Rate Potential Adverse Impact (Yes/No)	100.0% No	100.0% No	100.0% No	100,0% No	N/A N/A	N/A N/A	100.0% No	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	
Discioline Rate	0.0%	0,0%	0.0%	0.0%	N/A	N/A	0.0%	BARRASE N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	- <entry< td=""></entry<>
Ratio to Lowest Rate Polential Adverse Impact (Yes/No)	100,0% No	100.0% No	100.0% No	100.0% No	N/A N/A	N/A N/A	100.0% No	N/A N/A	N/A N/A	N/A N/A	H/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	
2 - Professionals		I.		il	ĺ.		JE				Zui yezzi irin				F		
Total Workiese Writters Warning	┢═┋	1 2		2			5			SHEET PROLESSES	MUSEL MARKET	endere de Sedio e ma	AL PARTS	error.	Mark Cont.	en en re el en en en	<entry <entry< td=""></entry<></entry 
Observing Rate Ratio to Lowest Rate	N/A N/A	100.0%	N/A N/A	200.0% 100.0%	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	
Potential Adverse Impact (YesiNo)	N/A	#014/01	N/A	No 4	N/A	N/A	N/A	N/A	N/A	N/A	NA NECK	N/A	N/A	N/A	N/A	N/A	<entry< td=""></entry<>
Discipline Rate Ratio to Lowest Rate	N/A N/A	#DIV/01 100.0%	N/A N/A	0.0% 100.0%	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	
Potential Adverse Impact (Yes/No)  NA  Discipline Rate	N/A N/A	No -	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A A AGAITA	N/A	N/A	N/A	N/A	N/A	≺Entsy
Relig to Lowest Rate Potential Adverse Impact (Yes/No)	N/A N/A	100.0%	N/A N/A	100,0%	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	
Discipline Rate	N/A	No 0.0%	N/A M/A	No 0.0%	N/A N/A	N/A	N/A	N/A	N/A	N/A	844 54000 B	N/A	N/A	N/A	N/A	N/A	<entry< td=""></entry<>
Ratio to Lowest Rale Potential Actions Impact (Yeshto)	N/A N/A	100.0% No	N/A N/A	100.0% No	N/A N/A	N/A N/A	N/A N/A N/A	N/A N/A	N/A N/A	N/A N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	
Discipline Rate	N/A	0.0%	N/A	0.0%	N/A	N/A	/#/Jedica	N/A	N/A	N/A	NA NA	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	<entry< td=""></entry<>
Ratio to Lowest Rate Potential Adverse Impact (Yes/Alo)	N/A N/A	100.0% No	N/A N/A	100,0% No	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	NJA NJA	N/A N/A	N/A N/A	N/A	N/A	N/A	N/A	
Oscipline Rate	N/A	0.0%	N/A	0.0%	N/A	NA NA	N/A	N/A	N/A	N/A	AND R	N/A N/A	N/A 知識等在 N/A	N/A N/A N/A	N/A N/A	N/A RNGA SI N/A	<entry< td=""></entry<>
Ratio to Lowest Rate Polential Adverse Impact (YesiNo)	N/A	100.0%	N/A	100.0%	N/A	N/A	N/A		N/A	N/A							
	N/A	No	N/A					N/A N/A			PE/AL	N/A	N/A N/A	N/A M/A	N/A	N/A	
3 - Technicians	N/A			No	N/A	N/A N/A	N/A	N/A N/A	N/A	N/A	N/A	N/A N/A	N/A N/A	N/A N/A	N/A	N/A	
3 - Technicians Total Worklerce		No -	N/A	No Market	N/A	N/A		N/A	N/A				N/A	N/A			<entry< td=""></entry<>
3 - Technicians Total Worklerse SMACING ODScoping up 2000 Disclobing Rate Ratio to Lowest Rate	N/A N/A	No - N/A N/A	N/A N/A N/A	No N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A	N/A	N/A SAPSASS N/A N/A	N/A N/A N/A	N/A N/A N/A	N/A	N/A N/A N/A	NIA S MA NIA NIA	
3 - Technicians Total Working a  First First III Septime Type Disclaine Rete Ratio to Loyest Rate Petential Adverse impact (Yes/No)  SERIES (Histophine Type)	N/A N/A N/A	No - N/A N/A	N/A N/A N/A N/A	NO N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A N/A	NA NA NA	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	N/A N/A N/A N/A	
3 - Technicians Total Worklorus Total Worklorus Total Worklorus Total Worklorus Total Tota	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	NO N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	NA PA PA PA PA PA PA PA PA PA PA PA PA PA	26 26 26 26 26 26 26 26 26 26 26 26 26 2	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	≺Entry
3 - Technicians Total Worklotze  MARCHOREUS CONTROLL  Distribute Park Rate Di Loved Rate Pate Di Loved Rate Rate Di Loved Rate Rate Di Loved Rate Rate Di Loved Rate Rate Di Loved Rate Paterial Adverse Impat (Vesiko)  SERRE Discoptine Type  Control Rate Paterial Adverse Impat (Vesiko)	N/A N/A N/A N/A N/A N/A	No N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	NO N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	NIA NIA NIA NIA NIA NIA NIA	NA NA NA NA NA NA NA	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	≺Entry
3 - Technicians Total Worklotze	N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A	NO N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	<entry <entry< td=""></entry<></entry 
3 - Technicians Total Workforce  SMASTOCK DISCIPLINATION Distribute Rate Ratio to Lowed Rate Pacternia Adverse Impact (Yes/No) Discripting Rate Ratio to Lowed Rate Polentia Adverse Impact (Yes/No) Distribute Rate Disciplination Discriptination Discriptin	N/A N/A N/A N/A N/A N/A N/A N/A	NO N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA	NA NA NA NA NA NA NA NA	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NJA NJA NJA NJA NJA NJA NJA NJA NJA NJA	<entry <entry< td=""></entry<></entry 
S - Technicians Total Workforce SMERGORI DISCIPLIANT Discipline Type Discipline Rate Rate to Lovest Rate Petrolla Anceste impact (Yes/No) Discipline Rate Rate to Lovest Rate Potential Anceste impact (Yes/No) Discipline Rate Rate to Lovest Rate Rate to Lovest Rate Rate to Lovest Rate to Lovest Rate Rate to Lovest Rate to	NIA NIA NIA NIA NIA NIA NIA NIA NIA	NO N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	NI/A NI/A NI/A NI/A NI/A NI/A NI/A NI/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	NA NA NA NA NA NA NA NA NA NA NA	N/A	N/A	N/A  N/A  N/A  N/A  N/A  N/A  N/A  N/A	N/A	NJA	<entry <entry <entry< td=""></entry<></entry </entry 
S - Technicians Total Workforce SIMAEROKE/IJSCHMIRE Type Disclaine Rein Cetto to Lorest Robe Ecterial Anderse Impact (Yeaklo) Disclaine Robe Robe to Lorest Robe Discription Anderse Impact (Yeaklo) Discription Anderse Impact (Yeaklo) Discription Anderse Impact (Yeaklo) Discription Anderse Impact (Yeaklo) Discription Proprieta Dis	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NI/A NI/A NI/A NI/A NI/A NI/A NI/A NI/A	N/A	NA N	N/A	N/A	N/A	N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	<entry <entry <entry< td=""></entry<></entry </entry 
S - Technicians Total Workforce SIMAEROKOUSCOMMERT y pre- SIMAEROKOUSCOMMERT y pre- SIMAEROKOUSCOMMERT y pre- Disculine Raine Federal Anderse Impact (Yesho) SISERIC PROCESSION TYPE- Disculine Raine Polential Adverse Impact (Yesho) SISERIC PROCESSION TYPE- Polential Adverse Impact (Yesho) SISERIC PROCESSION TYPE- Polential Adverse Impact (Yesho) SISERIC PROCESSION TYPE- Disculine Raine Polential Adverse Impact (Yesho) SISERIC PROCESSION TYPE- Disculine Raine Raine to Livered Raine Polential Adverse Impact (Yesho) SISERIC PROCESSION TYPE- SISTERIC PRO	NIA NI/A NI/A NI/A NI/A NI/A NI/A NI/A N	NO  N/A N/A N/A N/A N/A N/A N/A N/A N/A N/	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NI/A NI/A NI/A NI/A NI/A NI/A NI/A NI/A	N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	NI/A  NI/A	NA NA NA NA NA NA NA NA NA NA NA NA NA	N/A	N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	<entry <entry="" <entry<="" td=""></entry>
3 - Technicians Total Workforce  SMESTORY DISCOUNT TYPE DISCOUNT AS TOTAL DISCOUNT A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A	N/A	N/A  N/A  N/A  N/A  N/A  N/A  N/A  N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	NYA NIA NIA NIA NIA NIA NIA NIA NIA NIA NI	NA NA NA NA NA NA NA NA NA NA NA NA NA	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	<entry <entry="" <entry<="" td=""></entry>
3 - Technicians Total Workforce Discrete Rese Petrolis Actives Impact (Yes/No) Sissipport (Yes/No) Sissip	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	NO N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	NI/A  NI/A	NA NA NA NA NA NA NA NA NA NA NA NA NA N	N/A	N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NJA	<entry <entry="" <entry<="" td=""></entry>
S - Technicians Total Workforce  SMERGORI STORM TYPE  Discloire Rate Retin to Lovest Rate Peternial Ances impact (Yes/No)  SMERGORI STORM TYPE  Discloire Rate Ratio to Lovest Rate Potential Ances impact (Yes/No)  SMERGER Discoptine Type  Discloire Rate Ratio to Lovest Rate Potential Adverse impact (Yes/No)  SMERGER Discoptine Type  Obscopine Rate Rate to Lovest Rate Potential Adverse impact (Yes/No)  SMERGER Discoptine Type  Obscopine Rate Rate to Lovest Rate Potential Adverse impact (Yes/No)  Disciplere Rate Rate to Lovest Rate Potential Adverse Impact (Yes/No)  Disciplere Rate Rate to Lovest Rate Potential Adverse Impact (Yes/No)  Disciplere Rate Rate to Lovest Rate Potential Adverse Impact (Yes/No)  Disciplere Rate Rate to Lovest Rate Potential Adverse Impact (Yes/No)  Disciplere Rate Rate to Lovest Rate Potential Adverse Impact (Yes/No)  4 - Protective Service	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	NO N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NIA	NIC NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	NIA	N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	NIA	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	N/A	N/A	NI/A NI/A NI/A NI/A NI/A NI/A NI/A NI/A	N/A	N/A	N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	<entry <entry="" <entry<="" td=""></entry>
S - Technicians Total Workforce  SMERGORI DISCIPLIANT TOTAL WORKFORE  SMERGORI DISCIPLIANT Discipline Table Redo to Lovest Rate Peternial Anceste Impact (Yes/No)  SMERGER DISCIPLIANT REDO LOVEST RATE PORTIST ANCESTE Impact (Yes/No)  SMERGER DISCIPLIANT DISCIPLIANT DISCIPLIANT REDO LOVEST RATE PORTIST ANCESTE Impact (Yes/No)  SMERGER DISCIPLIANT DINCIPLIANT DISCIPLIANT DISCIPLIANT DISCIPLIANT DISCIPLIANT DISCIPL	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	No N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	NIG NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	N/A	N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	N/A	N/A	NI/A NI/A NI/A NI/A NI/A NI/A NI/A NI/A	N/A	N/A	N/A	NIA	<entry <entry="" <entry<="" td=""></entry>
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Comparison   Com	Ratio to Lovest Rate Procential Anyerse Impact (Yes/No) Scipline Rate Ratio to Lovest Rate Potential Adverse Impact (Yes/No) Discipline Rate Ratio to Lovest Rate Potential Adverse Impact (Yes/No) Scipline Rate Ratio to Lovest Rate Potential Adverse Impact (Yes/No) Scipline Rate Discipline Rate Discipline Rate Discipline Rate Discipline Rate Discipline Rate	0.0% 100.0% No 8.0% 100.0% No 0.0% 100.0% No	N/A N/A N/A N/A N/A N/A N/A N/A	0.0% 100.0% No 0.0% 100.0% No 100.0% No 100.0% No	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	<entry Entry</entry 
Fellin   Lower   False   Clo   Co   M/A   N/A   N/A	Ratio to Lovest Rate Protential Adverse Impact (Yes/No) Schilline Rate Ratio to Lovest Rate Potential Adverse Impact (Yes/No) Discipline Rate Ratio to Lovest Rate Potential Adverse Impact (Yes/No) Discipline Rate Ratio to Lovest Rate Potential Adverse Impact (Yes/No) Discipline Rate Ratio to Lovest Rate Ratio to Lovest Rate Potential Adverse Impact (Yes/No) Potential Adverse Impact (Yes/No)	0.0% 100.0% No 100.0% 100.0% No 100.0% No 0.0% 100.0%	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	No	N/A	NI/A NI/A NI/A NI/A NI/A NI/A NI/A NI/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	<entry Entry</entry 
Service-Natintenance	I Salio Lowest Rate Pickential Anyres Impact (Yes/No)  Sisculine Rate Ratio to Lowest Rate Pictertial Ankrese Impact (Yes/No)  Sisculine Rate Potential Adverse Impact (Yes/No)  Sisculine Rate Potential Adverse Impact (Yes/No)  Sisculine Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)  Sisculine Rate Ratio Ratio Rat	0.0% 100.0% No .0.0% 100.0% No .0.0% 100.0% No .0.0% .0.0% .0.0%	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	No 0.0% 0.0% No 0.0% N	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NI/A NI/A NI/A NI/A NI/A NI/A NI/A NI/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NIA	N/A	N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	<entry <entry <entry< td=""></entry<></entry </entry 
Total Workings	Isatio Lowest Rate Pickential Anyerse Impact (Yes/No) Disculine Rate Ratio to Lowest Rate Pickertial Anderse Impact (Yes/No) Disculine Rate Potential Adverse Impact (Yes/No) Disculine Rate Potential Adverse Impact (Yes/No) Disculine Rate Potential Adverse Impact (Yes/No) Disculine Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No) Disculine Rate Potential Adverse Impact (Yes/No) Disculine Rate Ratio to Lowest Rate Disculine Rate Ratio to Lowest Rate	0.0% 100 0% No 0.0% 100.0% No 0.0% 100.0% No 0.0% 100.0% No	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	No 0,0% 100 0% No 0,0% 100 0% No 0,0% 100 0% No 0,0% 100 0% No 0,0% 100 0%	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NI/A NI/A NI/A NI/A NI/A NI/A NI/A NI/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A	N/A	N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	<entry <entry <entry< td=""></entry<></entry </entry 
Design Ratio	Isatio Lowest Rate Pickential Anyerse Impact (Yes/No) Discipline Rate Ratio to Lowest Rate Pickertial Anderse Impact (Yes/No) Discipline Rate Potential Adverse Impact (Yes/No) Discipline Rate Potential Adverse Impact (Yes/No) Discipline Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No) Discipline Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No) Discipline Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No)	0.0% 100 0% No 0.0% 100.0% No 0.0% 100.0% No 0.0% 100.0% No	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	No 0,0% 100 0% No 0,0% 100 0% No 0,0% 100 0% No 0,0% 100 0% No 0,0% 100 0%	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NI/A NI/A NI/A NI/A NI/A NI/A NI/A NI/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A	N/A	N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	<entry <entry <entry< td=""></entry<></entry </entry 
Discipine Rate	I Ratio Lowest Rate Potential Adverse Impact (Yes/No) Suppline Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No) Discipline Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No) Discipline Rate Ratio to Lowest Rate Potential Adverse Impact (Yes/No) Discipline Rate Ratio to Lowest Rate Potentia Adverse Impact (Yes/No) Discipline Rate Ratio to Lowest Rate Potentia Adverse Impact (Yes/No) Discipline Rate Ratio to Lowest Rate Base To Lowest Rate Ratio to Lowest Rate Base Ratio Rat	0.0% 100 0% No No D.0% 100.0% No 0.0% 100.0% No 0.0% 100.0% No 0.0% No	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	0.0% 0.0% 0.0% No 0.0% No 0.0% 100.0% No 0.0% 100.0% No 0.0%	N/A	NI/A NI/A NI/A NI/A NI/A NI/A NI/A NI/A	N/A	N/A	N/A	NIA	N/A	N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	<entry <entry="" <entry<="" td=""></entry>
Probability	Isatio to Lovest Rate Potential Adverse Impact (Yes/No) Security Rate Rate Indiana R	0.0% 100 0% No No D.0% 100.0% No 0.0% 100.0% No 0.0% 100.0% No 0.0% No	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	No 0,0% 100,0% No	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NI/A NI/A NI/A NI/A NI/A NI/A NI/A NI/A	N/A	N/A	N/A	NIA	M/A N/A N/A N/A N/A N/A N/A N/A N/A N/A N	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	<entry <entry="" <entry<="" td=""></entry>
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Teditis Alongs   Today   Tod	I Ratio Lovest Rate Protential Adverse Impact (Yes/No) Security Rate Ratio To Lovest Rate Protential Adverse Impact (Yes/No) Discipline Rate Ratio To Lovest Rate Protential Adverse Impact (Yes/No) Discipline Rate Ratio To Lovest Rate Potential Adverse Impact (Yes/No) Discipline Rate Ratio To Lovest Rate Potentia Adverse Impact (Yes/No) Discipline Rate Ratio To Lovest Rate Potentia Adverse Impact (Yes/No) Service-Maintenance Total Workforce Discipline Rate Ratio To Lovest Rate Potential Adverse Impact (Yes/No) Service-Maintenance Total Workforce Discipline Rate Ratio To Lovest Rate Discipline Rate Ratio To Lovest Rate Discipline Rate Ratio R	0.0% 100.0% No	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	No 100 0% 100 0% No 100 0%	N/A	NI/A	N/A	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	NIA  NIA  NIA  NIA  NIA  NIA  NIA  NIA	M/A  BEAST N/A	N/A	N/A	N/A	NIA NIA NIA NIA NIA NIA NIA NIA NIA NIA	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A	N/A	<entry <entry="" <entry<="" td=""></entry>
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Authorizing the BCRTA Executive Director to File Applications and Execute Contracts with the Ohio Department of Transportation (ODOT) for Fiscal Year (FY) 2021 Ohio Public Transportation Assistance Grants Including, but not limited to, the Ohio Transit Partnership Program (OTPP), the Ohio Elderly and Disabled Transit Fare Assistance Program (E&D), and the Urban Transit Program (UTP).

Whereas the State of Ohio through its FY2021 programs has made available funds to assist public transportation systems in Ohio; and

Whereas BCRTA is a Regional Transit Authority created by resolution of the Commissioners of Butler County, Ohio pursuant to Chapter 306 et seq. of the Ohio Revised Code; and

Whereas BCRTA is presently providing transit service and observing all federal and state rules regarding these programs.

Now therefore be it resolved that the BCRTA Executive Director is authorized to file applications and execute contracts for the FY2021 Ohio Transit Partnership Program (OTPP), the FY2021 Ohio Elderly and Disabled Transit Fare Assistance Program (E&D) and the FY2021 Urban Transit Program (UTP) as well as other state assistance programs that may become available to BCRTA or its partners to support public transit efforts on behalf of the BCRTA.

Furthermore, the BCRTA Board of Trustees authorizes the Executive Director to furnish, such additional information as ODOT may require in connection with these applications and do all things necessary to enact this resolution.

Approved: March 18, 2020

Chris Lawson,

**BCRTA Board President** 

Matthew Dutkevicz,

**BCRTA Executive Director**