## Civil Rights Training for Certified Local Public Agencies

**February 27, 2020, 8:00 am – 12:30 pm**  
ODOT Office of Civil Rights  
Ashland Conference Room  
3930 Fairview Industrial Dr SE  
Salem OR 97302  

**March 12, 2020, 8:00 am – 12:30 pm**  
ODOT District 5 Office  
2080 Laura St  
Springfield OR 97477  

---

### Call-in: 1-971-256-0759, Conf.ID: 905-156-558#  
Webinar: [join.me/odotcertification](http://join.me/odotcertification)

### Agenda

<table>
<thead>
<tr>
<th>Topic</th>
<th>Presenters</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sign-in</strong> – Pick up materials, informal networking</td>
<td></td>
<td>8:00-8:30 am</td>
</tr>
</tbody>
</table>
| **Welcome** - Introductions  
**Overview and Resources**  
- Why and how ODOT’s civil rights programs apply to Certified LPAs  
- Programs roles and responsibilities  
- Project / contract administration roles and responsibilities  
- Remember the LAG! | Tiffany Hamilton  
Certification Program Manager | 8:30-8:50 am |
| **Nondiscrimination Programs Overview** | David Morrissey  
Title VI/EJ/ADA Manager  
Yolonda Garcia  
Civil Rights Programs Coordinator | 8:50-9:00 am |
| **Disadvantaged Business Enterprise (DBE)**  
- Program and policy overview  
- Applicability – Construction and A&E/consultant contracts  
- Contract goal setting  
- Ad, bid and award procedures  
- Pre-Construction Requirements | Codi Trudell  
DBE Program Manager  
Susan Kindsvogel  
Civil Rights Programs Support Specialist | 9:00 am-9:45 am |
<p>| <strong>BREAK</strong> | | 9:45-10:00 am |</p>
<table>
<thead>
<tr>
<th>Topic</th>
<th>Details</th>
<th>Time</th>
</tr>
</thead>
</table>
| DBE Continued - Contract compliance | - Goal monitoring  
- Commercially Useful Function (CUF) requirements  
  - Workplans  
  - CUF review  
  - Trucking logs  
  - Subcontracts – prompt payment | 10:00 am-11:00 am |
| Codi Trudell | DBE Program Manager |
| Susan Kindsvogel | Civil Rights Programs Support Specialist |
| Paul Joiner | Civil Rights Field Coordinator |
| EEO (Workforce Development Program) | - Overview & policy  
- Applicability - Construction Contracts  
- Reporting requirements (MEURs) | 11:00 am-11:45 am |
| On-the-Job/Apprenticeship Training (OJT) | - Overview & policy  
- Applicability - Construction Contracts  
- Contract goal setting  
- Contract & bid book provisions and forms  
- Contract compliance  
  - Goal/hours achievement monitoring  
  - OJT Incentive/Disincentive  
  - ATARs/TPAR  
  - MPRs | 11:45 am-12:30 pm |
| David Morrissey | Title VI/EJ/ADA Manager |
| Yolonda Garcia | Civil Rights Programs Coordinator |
| Nondiscrimination Programs | - Title VI Program Plans – contents, frequency, due dates  
- Title VI Annual Accomplishment Reports – contents and due dates  
- Americans with Disabilities Act (ADA) Transition Plans  
- Environmental Justice |