



Limited English Proficiency (LEP) Guidance

Title VI of the Civil Rights Act of 1964, Executive Order 13166, and various directives from the US Department of Justice (DOJ) and US Department of Transportation (DOT) require federal-aid recipients to take reasonable steps to ensure meaningful access to programs, services, and activities by those who do not speak English proficiently. To determine the extent to which LEP services are required and in which languages, the law requires the analysis of four factors:

- The number or proportion of LEP persons eligible to be served or likely to be encountered by the City/County's programs, services, or activities;
 - The frequency with which LEP individuals come in contact with these programs, services, or activities;
 - The nature and importance of the program, service, or activity to people's lives and;
 - The resources available to the City/County and the likely costs of the LEP services.
1. Using census data DP02 Hallandale Beach city; Florida from the American Community Survey 2021, the Agency has determined that LEP individuals speaking English less than well represent approximately 26.6 % of the community. The Agency realizes that such statistical data can become outdated or inaccurate. Therefore, the Agency contacted local law enforcement, social services agencies, and the school board to validate the proportion of LEP served by those entities. Spanish was reported to be the prevalent LEP language with an estimate of 25.57 % eligible to be served.
 2. The Agency has received requests for translation or interpretation of its programs, services, or activities into Spanish or other language(s). In addition, Agency sponsored community outreach or public events attended by significant numbers of LEP individuals speakers. Thus, the Agency estimates its contact with LEP individuals to be moderate .
 3. The Agency believes that transportation is of critical importance to its public, as access to health care, emergency services, employment, and other essentials would be difficult or impossible without reliable transportation systems. In that spirit, the agency defines as essential any document that advises the public of how to access nondiscrimination and public involvement policies, as well as those that impact public safety, health and welfare and emergency services. A full list of translated documents is available on the Agency website or by contacting the Agency Title VI/Nondiscrimination Coordinator.
 4. The Agency is fortunate to house within/near its jurisdiction one or more institutions of higher education which have extensive language resources. Further, the Agency maintains cordial relationships with faith based and/or community organizations that offer competent language services at low or no cost to the Agency. Finally, the City of Hallandale Beach employs a number of proficient Spanish and Creole speakers able to interpret and/or provide translation services.

The analysis of these factors suggests that LEP services are required at this time. At a minimum, the City of Hallandale Beach commits to:



City of Hallandale Beach
 400 South Federal Highway
 Hallandale Beach, FL 33009

- Maintain a list of employees who competently speak the LEP language(s) and who are willing to provide translation and/or interpretation services.
- Distribute this list to staff that regularly have contact with the public.
- Provide public notification in the LEP language of the availability of language assistance, free of charge.

In addition, the Agency will Continue current effort to serve Spanish speaking residents, as needed by staff, and Contact interpreters when needed.

The City of Hallandale Beach understands that its community characteristics are changing and that the four-factor analysis may reveal the need for more or varied LEP services in the future. As such, it will at least triennially examine its LEP plan to ensure that it remains reflective of the community's needs.

Persons requiring special language services should contact the Agency's Title VI/Nondiscrimination Coordinator.

Name: Igor Colmenares, Title VI Coordinator

Address: 400 S Federal Highway. Hallandale Beach, FL. 33009

Email: icolmenares@cohb.org

Phone: 954-457-2224

Hearing Impaired: 1-800-955-8771 tell operator to call 954-457-2224

City of Hallandale Beach staff member proficient Spanish and Creole speakers that are able to interpret and/or provide translation services.

List of Employees who are willing to assist the Public		
Limited English Proficiency (LEP)		
Department	Participant	Language
Sustainable Development	Igor Colmenares	Spanish
Sustainable Development	Laura Mass	Spanish
Sustainable Development	Luis Fontanills	Spanish
Sustainable Development	Cindy Bardales	Spanish
Sustainable Development	Miny Jean	Creole
Sustainable Development	Jose Campa	Spanish
Public Works	Maria Sanchez	Spanish
Public Works	Padron Jesus	Spanish
Public Works	Joselaine Pateau	Creole
Call Center	Aguilar Jonathan	Spanish
Human Resources	Erika Pantoja	Spanish
Finance	Ruth Rodriguez	Spanish
Risk Management	Ozuna Minerva	Spanish
City Manager Office	Cary Santiago	Spanish