



**VILLAGE OF PINEHURST
STANDARD PROCEDURE**

SUBJECT: Title VI Nondiscrimination Policy **Effective:** July 13, 2021

Department: Administration **Policy No.:** 50

Prepared by: Jeff Batton **Revised:**

Approved by: Village Council **# of Pages:** 14

POLICY: It is the policy of the Village of Pinehurst to ensure that no person, shall, on the ground of race, color, national origin, limited English Proficiency, income-level, sex, sexual orientation, age, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any Village of Pinehurst program or activity, including, where applicable, religion, as provided by Title VI of the Civil Rights Act of 1964 and other pertinent nondiscrimination authorities.

The following practices are hereby prohibited throughout the Village of Pinehurst to comply, at a minimum, with Title VI and related requirements:

- Denying to an individual any standard service, financial aid, or other program benefit without good cause;
- Providing any service, financial aid, or other benefit to a person which is distinct in quantity or quality, or is provided in a different manner, from that provided to others under the program;
- Subjecting a person to segregation or separate treatment in any part of a program;
- Restrictions in the enjoyment of any advantages, privileges, or other benefits enjoyed by others;
- Methods of administration which, directly or through contractual relationships, would defeat or substantially impair the accomplishment of effective nondiscrimination;
- Different standards, criteria, or other requirements for admission, enrollment, or participation in planning, advisory, contractual or other integral activities;

- Acts of intimidation or retaliation, including threatening, coercing, or discrimination against any individual for the purpose of interfering with any right or privilege secured by any pertinent nondiscrimination law, or because s/he has made a complaint, testified, assisted, or participated in any manner in an investigation, proceeding, or hearing;
- Discrimination in any employment resulting from a program, a primary objective of which is to provide employment.

In the event someone believes they have experienced discrimination in any of the above-referenced practices, they should immediately report such to the Title VI Coordinator, designated as *Jeff Batton or his successor* in the position of Assistant Village Manager for Operations, using the Complainant Form attached as Appendix A. It shall be the Title VI Coordinator's responsibility to fully investigate any such claims and he/she is granted latitude to include other relevant experts and departments such as Human Resources in conducting a thorough investigation. It shall also be the Title VI Coordinator's responsibility to document and report all findings to the Village Manager, Village Attorney and any other necessary agency identify and recommend changes to rectify issues identified, and ensure compliance with all timeframes set forth within the Complaint Form.

In order to ensure compliance with the requirements of Title VI of the Civil Rights Act of 1964 by contractors performing work for, or on behalf of, the Village of Pinehurst, written contracts shall include the standard provisions as found in the attached Appendix B. It shall be the responsibility of the Title VI Coordinator to determine the contracts that will be required to include the special provisions.

Approved by:



John C. Strickland, Mayor



Date

Resolution # 21- 13

Village Council, Resolution



Date