



INTEROFFICE MEMORANDUM

TO: Fulton County Board of Commissioners
FROM: *Anthony Nicks* County Auditor
DATE: September 1, 2015
RE: Fulton County Police Department Title VI Compliance Site Review Report dated September 1, 2015

The Office of Internal Audit has completed the Fulton County Police Department Title VI Compliance Site Review dated September 1, 2015. Attached is a copy of the final report.

There were no Title VI deficiencies found during the site monitoring. The department has been found to be "IN COMPLIANCE" with Title VI of the Civil Rights Act of 1964. As such, no written response is required. If you have any questions or need additional information, please contact me at extension 21019. Thank you.

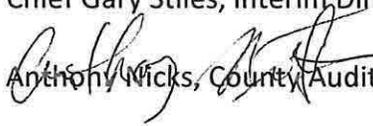
Attachment: Office Fulton County Police Department Title VI Compliance Site Review Report dated September 1, 2015

Cc: Richard Anderson, County Manager
Chief Gary Stiles, Interim Director
Major Darryl Halbert, Chief of Staff
Lt. John Cross, Title VI Liaison



INTEROFFICE MEMORANDUM

TO: Chief Gary Stiles, Interim Director, Police Department

FROM:  Anthony Wicks, County Auditor, Internal Audit

DATE: September 1, 2015

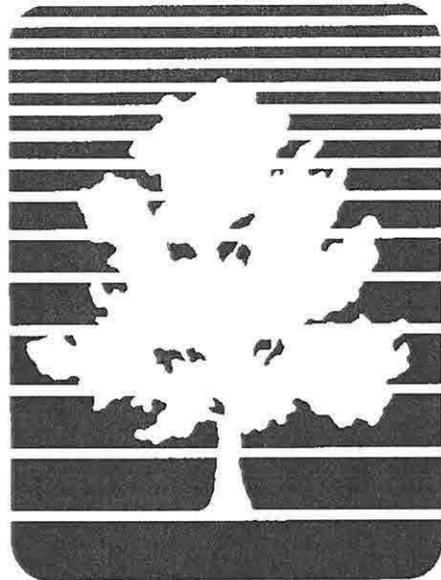
RE: Fulton County Police Department Title VI Compliance Site Review Report dated September 1, 2015

The Office of Internal Audit has completed the Fulton County Police Department Title VI Compliance Site Review Report dated September 1, 2015. Attached is a copy of our report.

There were no Title VI deficiencies found during the site monitoring. Your department is "IN COMPLIANCE" with Title VI of the Civil Rights Act of 1964. If you have any questions or need additional information, please contact me at extension 21019. Thank you.

Attachment: Office Fulton County Police Department Title VI Compliance Site Review Report dated September 1, 2015

Cc: Richard Anderson, County Manager
Chief Gary Stiles, Interim Director
Major Darryl Halbert, Chief of Staff
Lt. John Cross, Title VI Liaison



FULTON COUNTY

**FULTON COUNTY, GEORGIA
OFFICE OF INTERNAL AUDIT**

**FULTON COUNTY POLICE DEPARTMENT
TITLE VI COMPLIANCE SITE REVIEW REPORT
SEPTEMBER 1, 2015**

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INTRODUCTION

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin under any program or activity receiving Federal Financial Assistance (FFA). Title VI compliance requirements apply to any county department or agency that receives FFA.

The Office of Internal Audit conducted a site review of the Fulton County Police Department on August 13, 2015 with Lieutenant John Cross. The site review addressed the Title VI compliance requirements for two (2) Edward Byrne Memorial Justice Assistance Grant (JAG) awards. The on-going awards are for fiscal years (FY) October 2011 – September 2015 in the amount of \$66,698.95 and fiscal years (FY) October 2012 – September 2016 in the amount of \$64,811.00.

BACKGROUND

The mission of the Fulton County Police Department is to preserve life, protect property, and maintain order through a partnership between the department and the citizens.

OBJECTIVES

The Office of Internal Audit has the responsibility of conducting Title VI Compliance Site Reviews of Federal financial assisted recipients and sub-recipients to determine whether they are honoring their commitments, as represented by certification, to comply with the Title VI/Non-discrimination Civil Rights requirements.

The primary objective of the site review was to determine if the Fulton County Police Department has met its General Reporting and Program-Specific requirements of the state and federal laws, rules and regulations relating to Title VI. In addition, requirements and guidance measures of Limited English Proficiency (LEP) for program sub-recipients and contractors were discussed.

The secondary objective of the Compliance Site Review was to provide technical assistance in the form of training and to make recommendations regarding corrective actions as deemed necessary and appropriate.

SCOPE

The scope of this Title VI Compliance Site Review of the Fulton County Police Department examined the following requirements according to the City of Atlanta contractual agreement with the Department of Justice:

(1) General Requirements

- a. Each application for Federal assistance contains signed assurances or award contract agreement of compliance with Civil Rights regulations.
- b. A copy of the department/agency's Title VI compliant procedures.
- c. A copy of the department/agency's Title VI and LEP plan for providing access to Limited English populations.

- d. A posted copy of appropriate civil rights posters, pamphlets and notice to public information.

(2) Program-Specific Requirements

- a. A description of how the department/agency monitors its sub-recipients for compliance with Title VI (if applicable).
- b. A copy of sub-recipients Annual Title VI Certifications and Assurances (if applicable).
- c. Ensure meaningful access to programs and activities by persons with Limited English Proficiency.
- d. Promote the full and fair participation of all affected populations of programs and activities through public outreach strategies.

METHODOLOGY

A memorandum was sent to the Interim Chief of Police, Gary Stiles, providing notification of the site review. Additionally, an email notification was sent to the Chief of Staff and the department’s Title VI Liaison concerning the site review visit along with an electronic copy of the Title VI Compliance Site Review Tool used to conduct the monitoring. The tool provided a preview of compliance areas that would be assessed.

The review tool was utilized to access the various areas of the department’s Title VI requirements as well as gather information relating to Title VI specialty areas (Public Participation/Outreach and Service Recipient Demographics (when applicable)).

In addition, the department’s Title VI Liaison was provided Title VI Basics and Compliance Training during the site review. This training assists with the efforts of understanding, obtaining and maintaining continuous, non-discrimination compliance.

REQUIREMENTS, FINDINGS AND RECOMMENDATIONS

No findings of Title VI deficiencies.

CONCLUSION

The Fulton County Police Department demonstrated Title VI compliance as required. The department displayed proper Title VI signage in appropriate places, providing Title VI awareness to citizens and employees. Also, the department provided copies of the mandatory assurances/awarded contract agreement signed off by the Fulton County Chairman of the Board of Commission.

The Fulton County Police Department has adopted the County’s complaint process and provides the information via signage postage throughout the department service area, offices and precincts. The department ensures LEP compliance through the use of an available language line and translation of vital documents, such as the Victim Rights pamphlets and Title VI flyers into Spanish.

The Fulton County Police Department is compliant with Title VI Civil Rights policies, regulations, procedures and contract agreements. The compliance site review demonstrated that the department is very diligent and proactive in complying with Title VI requirements of the City of Atlanta and Federal awarding agencies of the Department of Justice.

The Office of Internal Audit has worked diligently to develop Title VI/Non-discrimination guidelines, policies, tools, and training, as well as provide technical assistance to Federal recipient programs county-wide. We will continue to ensure that each department and agency promotes and implements proper measures to meet and maintain compliance with Title VI requirements, policies and procedures.

Please provide a written response to this review within 30 days if findings and/or concerns are listed in this report. You may email your written response to the County Manager and Trina Alston, Title VI Coordinator, in the Office of Internal Audit. We would like to thank management and staff for their timely cooperation and assistance during this Title VI site review. The distribution of this report is reserved for the executive management of Fulton County and the Board of Commissioners.