

ATTACHMENT I

ADA

The ADA requires public transit systems to provide equivalent service to individuals with disabilities.

Applicants must submit a ADA plan with this application. Please include the plan as Attachment I

Fixed route public transit systems are required to provide complimentary para-transit services and therefore, must submit a complimentary paratransit plan to the NDOT.

Fixed route service providers must attach the applicant's paratransit plan as Attachment K of the application.

Service providers that provide both demand response and fixed route transit systems will provide both attachments as Attachment K.

**Please submit the applicant's
ADA as Attachment**

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ADA

PYRAMID LAKE PAIUTE TRIBAL TRANSIT

Serving the Pyramid Lake Indian Reservation and local area within 50 mile radius in Northern Nevada including Washoe and Lyon Counties.

Pyramid Lake Tribal Council:

- Tribal Chairman
- Tribal Vice Chairman
- Tribal Council Members (9)

Pyramid Lake Paiute Tribal Transit:

- Program Officer
- Transit Manager
- Transit Specialist/Dispatcher
- Transit Operators (4)

775-574-2410/775-574-1008 (F)
PO BOX 256
NIXON NV 89424

Council Adopted: _____

FTA Concurrence: _____

PYRAMID LAKE PAIUTE TRIBAL TRANSIT

ADA PLAN

-TABLE OF CONTENTS-

| | <u>Page</u> |
|--|-------------|
| A. Title VI Notice to the Public | 5 |
| B. Posted Locations..... | 6 |
| C. Description of Existing Para-Transit Services | 8 |
| D. Complaint Process | 9 |
| E. ADA Complaint Form | 11 |
| F. Council Resolution | 13 |

ATTACHMENT

Attachment 1: ADA PLAN

A. TITLE VI NOTICE TO THE PUBLIC

Notice to the Public of Rights Under Americans with Disabilities Act (ACT)

Pyramid Lake Paiute Tribal Transit

In accordance with the requirements of Title II of the American with Disabilities Act of 1990 (ADA), will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities.

Employment: Pyramid Lake Paiute Tribal Transit (PLPTT) does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

Effective Communication: PLPTT will generally, upon request provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in Pyramid Lake Paiute Tribe’s programs, services and activities including qualified sign language interpreters, documents in Braille and other ways of making information and communications accessible to people who have speech, hearing or vision impairments.

Modifications to Policies and Procedures: PLPTT will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services and activities. For example, individuals with service animals are welcomed in PLPTT offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service or activity of PLPTT should contact the office of PLPTT at 775-574-2410.

ADA does not require PLPTT to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service or activity of PLPTT is not accessible to persons with disabilities should be directed to the office of PLPTT at 775-574-2410.

PYRAMID LAKE PAIUTE TRIBAL TRANSIT

AMERICAN WITH DISABILITIES ACT PARATRANSIT COMPLIANCE PLAN FIXED ROUTE SERVICE

B. PLPTT's notice to the public is posted at the following locations:

- PLPTT's website: msmith@plpt.nsn.us
- Pyramid Lake Paiute Tribal Administration Office, 208 Capitol Hill, Nixon, NV 89424, PO Box 256, Nixon NV 89424
- Pyramid Lake Paiute Tribal Transit Office, 309 Highway 447, Nixon, NV 89424, PO Box 256, Nixon NV 89424
- PLPTT's Ride1·'s Guide
- Transit Buses

C. Description of existing Para-Transit services

PLPTT is a on demand fixed route transit system serving the Pyramid Lake Indian Reservation, Fernley, and the Reno/Sparks area. The vehicles are owned by the Pyramid Lake Paiute Tribal Transit operating 14 passenger buses. The average number of riders per year is 3,800 that include adults, children, elders and handicapped individuals.

Bus services are operated from the hours of 5:20 AM and ending at 7:00 PM, Monday thru Friday with the exception of closures during Pyramid Lake Paiute Tribal holidays.

PLPTT does not discriminate against any disabled persons. Ridership cost \$1.00 per ride one way for general public and for persons with disabilities.

PLPTT currently has (1) transit specialist/dispatch personnel to assist with riders with information and operator scheduling. The transit specialist/dispatch services are available Monday thru Friday, 8:00 A.M. to 4:30 P.M. with the exception of tribal holidays.

D. **Complaint Process**

- A. It is the policy of PLPTT to comply with all the relevant and applicable provisions of the Americans with Disabilities Act (ADA). PLPTT will not discriminate against any employee or job applicant with respect to any terms, privileges or conditions of employment because of a person's physical or mental disability.
- B. This policy applies to all areas of employment including but not limited to recruitment, hiring, training, promotion, compensation, benefits, transfer and social/recreational programs.
- C. Any employee or job applicant who believes that he or she has been discriminated against on the basis of disability should immediately bring the problem to the attention of PLPTT Transit Manager.
- D. Complaint Resolution Procedure. Complaints regarding discrimination in employment may be investigated under the following procedure.
 - 1. Complaints should be addressed to:
Transit Manager
Pyramid Lake Paiute Tribal Transit
PO Box 256
Nixon, NV 89424
 - 2. A complaint may be filed verbally or in writing. The complaint should contain the name and address of the person filing it, and briefly describe the alleged violation of regulations.
 - 3. Complaints should be filed as soon as a person becomes aware of the alleged violation so that the issue can be resolved as quickly as possible. The most effective response can be given when the complaint is filed within fourteen days after the alleged violation.
 - 4. An investigation will be made following the filing of a complaint. The PLPTT transit manager or designee shall conduct the investigation and determine the extent and manner of the investigation. The investigation need to be formal but shall be thorough. Though no formal notice of investigation is required, interested persons and their representatives, if any, will be allowed to submit information relevant to the alleged violation.
 - 5. A written determination as to the validity of the complaint and a description of the resolution, if any, shall be provided to the complainant and to the PLPTT transit manager.
 - 6. The PLPTT shall maintain files and records of PLPTT relating to complaints field.
 - 7. If the complaint is not satisfied with the resolution, he/she may request reconsideration of the complaint by the Tribal Council. A request for reconsideration may be submitted within fourteen days following receipt of the determination by the PLPTT.

8. The right of the individual to a prompt and equitable resolution of a complaint under this procedure shall not be limited by the individual's pursuit to the remedies such as a filing of a complaint with a federal or state agency.
9. PLPTT will provide information and training to employees on a periodic basis which is designed to ensure equal opportunity for persons with disabilities and to promote effective administration of this policy.

E. ADA COMPLAINT FORM

The complainant will use the following complaint form:



ADA Complaint Form

The American with Disabilities Act requires that "No person in the United States 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."

The following information is necessary to assist us in processing your complaint. Should you require any assistance in completing this form, please let us know.

Complete and return this form to Pyramid Lake Paiute Tribal Transit, P. O. Box 256, Nixon, NV 89424 or 309 Highway 447, Nixon, NV 89424.

1. Complainant's Name: _____

2. Mailing Address: _____

3. City/State/Zip Code: _____

4. Telephone: _____

5. Person discriminated against (if other than complainant):

Name: _____

Address: _____

City/State/Zip Code: _____

7. What date did the alleged discrimination take place? _____

8. In your own words, describe the alleged discrimination. Explain what happened and whom you believe to be responsible. Please use addition sheets of paper if necessary.

Continued:

9. List any others who may have knowledge of this event:

| Name | Address | City/State/Zip Code |
|------|---------|---------------------|
| | | |

10. Have you filed this complaint with any other federal, state, or local agency; or with any Federal or State Court? Yes No

If yes, check each box that applies:

- Federal Agency Federal Court State Agency
State Court Local Agency

11. Please provide a contact name at the agency/court where the complaint was filed: _____

Please sign below:

Complainant's Signature: _____ Date: _____

You may attach any written materials or other information that may be relevant to your complaint

E. COUNCIL RESOLUTION:

PRYAMID LAKE PAIUTE TRIBAL COUNCIL RESOLUTION NO. -2018

*A RESOLUTION ADOPTING THE UPDATED TITLE VI PLAN OF THE
CIVIL RIGHTS ACT OF 1964 AND LIMITED ENGLISH PROFICIENCY PLAN FOR
THE PYRAMID LAKE PAIUTE TRIBAL TRANSIT*

WHEREAS, the federal government enacted the Americans with Disabilities Act, as amended, to prevent discrimination on the grounds disability or national origin and to ensure that individuals are not excluded from participation in, denied benefits of, or otherwise subjected to discrimination under any program or activity

WHEREAS, the Pyramid Lake Paiute Tribe is a federally recognized Indian Tribe entity eligible to receive local, state, and federal funding for transportation and public works improvement projects, through Article IX of Public Law 96-551, and

WHEREAS, under the Tribal organization, the Pyramid Lake Paiute Tribal Transit (PLPTT) is required to comply with the requirements of the Act and applicable implementing regulations; and

WHEREAS, ADA plans are required to be established and updated triennially; and

WHEREAS, PLPTT staff has prepared the ADA Plans attached hereto as Exhibit _____

NOW, THEREFORE, BE IT RESOLVED, that the Pyramid Lake Paiute Tribal Council hereby adopts the attached ADA Plan for the Pyramid Lake Paiute Tribal Transit.

PASSED AND ADOPTED by the Pyramid Lake Paiute Tribal Council at its regular meeting held on _____, 2018 by the following vote:

Ayes:

Nays:

Abstain:

Absent:

Brenda Henry
Tribal Secretary