

**THIS PRINT COVERS CALENDAR ITEM NO.: 10.3**

**SAN FRANCISCO  
MUNICIPAL TRANSPORTATION AGENCY**

**DIVISION:** Finance and Information Technology

**BRIEF DESCRIPTION:**

Approving retroactively an extension of the six-month promotional program waiving Muni and Paratransit Fares for customers traveling to and from COVID-19 vaccination and vaccination booster appointments from September 17, 2021 through September 16, 2022, and expansion of the program to include a parent/guardian when accompanying a minor.



**SUMMARY:**

- The COVID-19 health crisis has had devastating effects on the people and economy of San Francisco and throughout the world.
- The City and County of San Francisco is committed to removing any barriers for residents to access this critical health service in order to end the pandemic.
- On March 16, 2021, the Board of Directors approved Resolution No. 10316-036 to create a six-month promotional program waiving Muni and Paratransit Fares for customers traveling to and from locations to receive Covid-19 vaccinations through September 16, 2021.
- There is continued need to support these efforts, particularly in light of the expected expansion of vaccine approval for children under 12 years old, as well as the availability of booster shots for vulnerable populations.
- Pursuant to the SFMTA Board's Rules of Order and Charter Section 16.112, advertisements were placed in the city's official newspaper to provide notice of the Oct. 19, 2021 meeting.

**ENCLOSURES:**

1. SFMTAB Resolution
2. Title VI Equity Analysis

**APPROVALS:**

|   | <b>DATE</b>             |
|---|-------------------------|
| DIRECTOR   | <u>October 13, 2021</u> |
| SECRETARY  | <u>October 13, 2021</u> |

**ASSIGNED SFMTAB CALENDAR DATE:** October 19, 2021

**PURPOSE**

Approving retroactively an extension of the six-month promotional program waiving Muni and Paratransit Fares for customers traveling to and from COVID-19 vaccination and vaccination booster appointments from September 17, 2021 through September 16, 2022, and expansion of the program to include a parent/guardian when accompanying a minor.

**STRATEGIC PLAN GOALS AND TRANSIT FIRST POLICY PRINCIPLES**

This action supports the following SFMTA Strategic Plan Goal and Objective.

Goal 1: Create a safer transportation experience for everyone.

Objective 1.2: Improve the safety of the transit system.

Goal 3: Improve the quality of life and environment in San Francisco and the region.

Objective 3.1: Use Agency programs and policies to advance San Francisco's commitment to equity.

This action supports the following Transit First Policy Principle:

1. To ensure quality of life and economic health in San Francisco, the primary objective of the transportation system must be the safe and efficient movement of people and goods.

**DESCRIPTION**

The COVID-19 health crisis has had devastating effects on the people and economy of San Francisco and throughout the world. The City and County of San Francisco is committed to removing any barriers for residents to access this critical health service in order to end the pandemic. In order to support the City-wide vaccination program, beginning on February 23, 2021, the Director of Transportation used his authority under SFMTA Board of Directors' Resolution No. 200630-061 to implement a six-month promotional program waiving Muni and Paratransit Fares for customers traveling to and from locations to receive COVID-19 vaccinations as a short-term experimental fare change. On March 16, 2021, the Board of Directors approved Resolution No. 10316-036 to create a six-month promotional program waiving Muni and Paratransit Fares for customers traveling to and from locations to receive Covid-19 vaccinations through September 16, 2021. There is continued need to support these efforts particularly in light of the expected expansion of vaccine approval for children under 12 years old, as well as the availability of booster shots for vulnerable populations. As a result, SFMTA staff proposes an extension of the six-month promotional program waiving Muni and Paratransit Fares for customers traveling to and from COVID-19 vaccination and vaccination booster appointments from September 17, 2021 through September 16, 2022, and expanding the program to include a parent/guardian when accompanying a minor.

**STAKEHOLDER ENGAGEMENT**

In order to promote the program, SFMTA staff conducted initial outreach to the Multimodal Accessibility Advisory Committee (MAAC) and the Mayor's Office of Disability, and a press

## **PAGE 3.**

release was issued by the Office of the Mayor. In addition, a blog detailing the program was posted at <https://www.sfmta.com/>, highlighted on the home page and distributed across email and text subscribers, as well as through our social media channels, Facebook and Twitter. Multilingual information is available at <https://www.sfmta.com/> and on the City's vaccination information page at <https://sf.gov/get-vaccinated-against-covid-19>. If this calendar item is approved, this webpage will be updated to reflect an extension of the program from September 17, 2021 through September 16, 2022, and expansion of the program to include a parent/guardian when accompanying a minor. For paratransit customers, language was included in the customer script for reservation agents to ask riders if the trip being scheduled was to get to or from a vaccine appointment and to let them know that the trip would be free.

## **PUBLIC OUTREACH**

Pursuant to Charter Section 16.112, advertisements were placed in the City's official newspaper regarding this public hearing. The advertisements ran in the San Francisco Examiner on October 10, 13-15, and 17, 2021, to provide notice that the SFMTA Board of Directors will hold a public hearing on October 19, 2021, to consider the continuation and expansion of this program. Since the public hearing is not less than five days after the last publication of notice, the SFMTA Board is asked to waive Article 4, Section 10 of the SFMTA Board Rules of Order.

## **TITLE VI**

Title VI of the Civil Rights Act of 1964 applies to programs and services receiving federal funding and prohibits discrimination based on race, color, or national origin from federally funded programs such as transit. In order to remain compliant with Title VI requirements and ensure continued federal funding, the SFMTA must analyze the impacts of proposed fare changes on minority and low-income populations in compliance with the FTA's updated Circular 4702.1B. This required fare equity analysis must be approved by the SFMTA Board as part of the fare approval process. The SFMTA prepared a Title VI analysis of the impact of the proposed fare change on low-income and minority communities in San Francisco and has determined that there is no disparate impact to minority populations or disproportionate burden to low-income populations

In order to make an appropriate assessment of disparate impact on minority riders or disproportionate burden on low-income riders with regard to a proposed fare change, the analysis must compare any available customer survey data that shows the number and percent of minority riders and low-income riders using a particular fare media in order to establish whether minority and/or low-income riders are disproportionately more likely to use the mode of service, payment type or payment media that would be subject to the fare change.

For this particular fare change, free rides have been available on Muni and Paratransit, beginning on February 23, 2021, for those traveling to and from appointments to get vaccinated for COVID-19 at City-sponsored vaccination sites, hospitals or anywhere else that offered vaccinations. Getting San Franciscans vaccinated is a high priority for the City and the program is designed to eliminate transportation and cost barriers to receiving a vaccination. The only documentation required to participate in the program is a vaccine appointment confirmation or instructions, in case SFMTA staff request proof of payment.

**PAGE 4.**

Due to healthcare privacy concerns, ridership data for those who have utilized the program since its inception is not available. However, given that the free ride benefit on Muni for the purpose of receiving a vaccination was available to riders of all demographics, the attached fare equity analysis concluded that there are no disparate impacts on customers who self-identify as minority or disproportionate burdens on customers from low-income households. While it is difficult to assess the current demographic make-up of Muni's ridership due to the impact of the COVID-19 pandemic, based on the comprehensive 2017 System-wide On-Board Survey, the system-wide average for minority customers was determined to be 57%, and the system-wide average for low-income customers was determined to be 38%. It is assumed that Muni's existing customers are the primary beneficiaries of this program.

**ALTERNATIVES CONSIDERED**

None.

**FUNDING IMPACT**

It is estimated that the fiscal impact to the operating budget is negligible. Given that these are trips that may not have otherwise been taken, the SFMTA has not assumed additional revenue for this purpose in its budget projections.

**ENVIRONMENTAL REVIEW**

On October 1, 2021, the SFMTA, under authority delegated by the Planning Department, determined that the COVID-19 vaccination fare waiver is not a "project" under the California Environmental Quality Act (CEQA) pursuant to Title 14 of the California Code of Regulations Sections 15060(c) and 15378(b). A copy of the CEQA determination is on file with the Secretary to the SFMTA Board of Directors and is incorporated herein by reference.

**OTHER APPROVALS RECEIVED OR STILL REQUIRED**

Pursuant to Charter Sections 8A.108, a budget amendment will be submitted to Board of Supervisors following approval by the SFMTA Board of Directors.

The City Attorney's Office has reviewed this calendar item.

**RECOMMENDATION**

Staff recommends that the SFMTA Board of Directors approve retroactively an extension of the six-month promotional program waiving Muni and Paratransit Fares for customers traveling to and from COVID-19 vaccination and vaccination booster appointments from September 17, 2021 through September 16, 2022, and expansion of the program to include a parent/guardian when accompanying a minor.

SAN FRANCISCO  
MUNICIPAL TRANSPORTATION AGENCY  
BOARD OF DIRECTORS

RESOLUTION No. \_\_\_\_\_

WHEREAS, The COVID-19 health crisis has had devastating effects on the people and economy of San Francisco and throughout the world; and

WHEREAS, The City and County of San Francisco is committed to removing any barriers for residents to access this critical health service in order to end the pandemic; and

WHEREAS, In order to support the City-wide vaccination program, beginning on February 23, 2021, the Director of Transportation used his authority under SFMTA Board of Directors' Resolution No. 200630-061 to implement a six-month promotional program waiving Muni and Paratransit Fares for customers traveling to and from locations to receive Covid-19 vaccinations as a short-term experimental fare change; and

WHEREAS, On March 16, 2021, the Board of Directors approved Resolution No. 10316-036 to create a six-month promotional program waiving Muni and Paratransit Fares for customers traveling to and from locations to receive COVID-19 vaccinations through September 16, 2021; and

WHEREAS, There is continued need to support these efforts particularly in light of the expected expansion of vaccine approval for children under 12 years old, as well as the availability of booster shots for vulnerable populations; and

WHEREAS, Pursuant to Charter Section 16.112, advertisements were placed in the City's official newspaper, the San Francisco Examiner, regarding this public hearing which ran on October 10, October 13-15, and October 17, 2021, to provide notice that the SFMTA Board of Directors will hold a public hearing on October 19, 2021, to consider the continuation and expansion of this program; and

WHEREAS, Since the public hearing is not less than five days after the last publication of notice, the SFMTA Board is asked to waive Article 4, Section 10 of the SFMTA Board Rules of Order; and

WHEREAS, On October 1, 2021, the SFMTA, under authority delegated by the Planning Department, determined that the COVID-19 vaccination fare waiver is not a "project" under the California Environmental Quality Act (CEQA) pursuant Title 14 of the California Code of Regulations Sections 15060(c) and 15378(b); and

WHEREAS, A copy of the CEQA determination is on file with the Secretary to the SFMTA Board of Directors, and is incorporated herein by reference; and

WHEREAS, Title VI of the Civil Rights Act of 1964 applies to programs and services receiving federal funding and prohibits discrimination based on race, color, or national origin from federally funded programs such as transit and in order to remain compliant with Title VI requirements and ensure continued federal funding, the SFMTA must analyze the impacts of fare changes on minority and low-income populations in compliance with the FTA's updated Circular 4702.1B; and

WHEREAS, The SFMTA prepared a Title VI analysis of the impact of the proposed fare change on low-income and minority communities in San Francisco and has determined that there is no disparate impact to minority populations or disproportionate burden to low-income populations; now, therefore be it

RESOLVED, That the SFMTA Board waives Article 4, Section 10 of the SFMTA Board Rules of Order since the scheduled public hearing is not less than five days after the last publication of notice; and be it further

RESOLVED, That the SFMTA Board approves the Title VI analysis of the impact of the proposed fare change on low-income and minority communities in San Francisco, which determined that there is no disparate impact to minority populations or disproportionate burden to low-income populations; and be it further

RESOLVED, That the San Francisco Municipal Transportation Agency Board of Directors approves retroactively an extension of the six-month promotional program waiving Muni and Paratransit Fares for customers traveling to and from COVID-19 vaccination and vaccination booster appointments from September 17, 2021 through September 16, 2022, and expansion of the program to include a parent/guardian when accompanying a minor.

I certify that the foregoing resolution was adopted by the San Francisco Municipal Transportation Agency Board of Directors at its meeting of October 19, 2021.

—

---

Secretary to the Board of Directors  
San Francisco Municipal Transportation Agency



Title VI Fare Equity Analysis  
Free Muni Fare for Vaccination Appointments  
October 19, 2021

## I. Background

The COVID-19 health crisis has had devastating effects on the people and economy of San Francisco and throughout the world. The City and County of San Francisco is committed to removing any barriers for residents to access this critical health service in order to end the pandemic. In order to support the city-wide vaccination program, beginning on February 23, 2021, the Director of Transportation used his authority under SFMTA Board of Directors' Resolution No. 200630-061 to provide free Muni and Paratransit fares to and from vaccination appointments, as a short-term experimental fare change. On March 16, 2021, the Board of Directors approved Resolution No. 10316-036 to formalize this program through September 16, 2021. There is continued need to support these efforts specifically for the expected expansion of vaccine approval for children under 12 years old, as well as the availability of booster shots for vulnerable populations. Children under the age of 19 are eligible for free fares, however, this program is being extended to include free fares for a parent or guardian accompanying the minor to and from vaccination appointments.

The SFMTA has proposed to retroactively extend the six-month promotional program waiving Muni and Paratransit Fares for customers traveling to and from COVID-19 vaccination and vaccination booster appointments from September 17, 2021 through September 16, 2022, and expand the program to include a parent/guardian when accompanying a minor.

### Fare Equity Analysis Requirement:

As a federally funded transit agency, the SFMTA must comply with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the grounds 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." (42 U.S.C. Section 2000d)

The fare equity analysis below, forwarded to the SFMTA's Board of Directors for review and approval on October 19, 2021, responds to the reporting requirements contained in the Federal Transit Administration's (FTA) Circular 4702.1B, "Title VI and Title VI-Dependent Guidelines," which provides guidance to transit agencies serving large urbanized areas and requires that these agencies "shall evaluate significant system-wide service and fare changes and proposed improvements at the planning and programming stages to



determine whether these changes have a discriminatory impact.” (Circular 4702.1B, Chapter IV-10) The FTA requires that transit providers evaluate the impacts of fare changes on minority and/or low-income populations that exceed a six-month timeframe. FTA’s Circular 4702.1B includes the following race and ethnicity identities in its definition for those who are considered “minority persons” and members of “minority populations”: American Indian and Alaska Native, Asian, Black or African American, Hispanic or Latino, or Native Hawaiian or other Pacific Islander. For the purposes of this Title VI analysis, the SFMTA considers individuals to be a person of color if they self-identify as any race/ethnicity other than White, Not Hispanic or Latino. Individuals who self-identify as Multi-Racial including White, are also considered to be persons of color. The SFMTA defines low-income individuals as those whose total household income is below 200% of the federal poverty level per household size.

This Title VI analysis includes:

- The SFMTA’s Board-approved disparate impact and disproportionate burden policies;
- A description of the proposed fare change and background on why the change is being proposed;
- A data analysis based on available data to determine the percentage of users of the proposed fare media, to the extent available, including a profile of fare usage based on race/ethnicity and income status, and comparison to systemwide representation;
- An analysis of potential impacts on communities of color and low-income populations;
- Any required analysis of alternative transit modes, fare payment types or fare media availability for customers who may be impacted by the proposed fare changes; and,
- A summary of public outreach and engagement efforts to seek public comment.

## II. SFMTA’s Title VI-Related Policies

On Oct. 1, 2012, FTA issued Circular 4702.1B, which requires a transit agency’s governing board to adopt the following policies related to fare and service changes:

- Major Service Change Definition – establishes a definition for a major service change, which provides the basis for determining when a service equity analysis needs to be conducted. Disparate Impact and Disproportionate Burden Policies – establishes thresholds to determine when proposed major service changes or fare changes would adversely affect minority populations and/or low-income populations and when alternatives need to be considered or impacts mitigated.

In response to Circular 4702.1B, the SFMTA developed the following Disparate Impact and Disproportionate Burden Policies, which were approved by the SFMTA Board of Directors on Aug. 20, 2013:

- Disparate Impact Policy determines the point (“threshold”) when adverse effects of fare or service changes are borne disparately by minority populations. Under this policy, a fare change, or package of changes, or major service change, or package of changes, will be deemed to have a disparate impact on minority populations if the difference between the percentage of the minority population impacted by the changes and the percentage of the minority population system-wide is eight percentage points or more. Packages of major service changes across multiple routes will be evaluated cumulatively and packages of fare increases across multiple fare instruments will be evaluated cumulatively.
- Disproportionate Burden Policy determines the point when adverse effects of fare or service changes are borne disproportionately by low-income populations. Under this policy, a fare change, or package of changes, or major service change, or package of changes, will be deemed to have a disproportionate burden on low-income populations if the difference between the percentage of the low-income population impacted by the changes and the percentage of the low-income population system-wide is eight percentage points or more. Packages of major service changes across multiple routes will be evaluated cumulatively and packages of fare increases across multiple fare instruments will be evaluated cumulatively.

As part of the SFMTA’s process to develop the disparate impact and disproportionate burden policies, the SFMTA conducted an extensive multilingual public outreach campaign to receive input on the proposed policies and engage the public in the decision-making process for adoption of these policies by the SFMTA Board. This effort included presentations to the SFMTA Citizens Advisory Council (CAC) and Muni Accessible Advisory Committee (MAAC), as well as two public workshops. The workshops were promoted through email, telephone calls to community groups and in 10 languages on the SFMTA website. Outreach also targeted approximately 30 Community Based Organizations and transportation advocates with broad representation among low-income and minority communities. In addition, staff presented the Title VI recommendations at the SFMTA Board of Directors meeting on Tuesday, July 16, 2013. The policies were approved at the Board of Directors meeting on August 20, 2013.

### III. Assessing Impacts of the Proposed Fare Changes on Minority Populations and Low-Income Populations

As detailed in FTA Circular 4702.1B, transit providers shall evaluate the impacts of their proposed fare changes (either increases or decreases) on minority populations and low-income populations separately, and within the context of their Disparate Impact and Disproportionate Burden policies, to determine whether riders are bearing a disproportionate impact of the change between the existing cost and the proposed cost based on race/ethnicity and/or income status. The impact may be defined as a statistical percentage. The disparate impact and disproportionate burden thresholds must be applied uniformly, regardless of fare media.

Disparate Impact on Minority Populations: If after analyzing the proposed fare changes, the SFMTA determines that customers will bear a disproportionate impact of the change between the existing cost and the proposed cost based on their race/ethnicity and chooses not to alter the proposed fare changes despite the disparate impact on minority ridership, or if it finds, even after modifications are made, that minority riders will continue to bear a disproportionate share of the proposed fare change, the fare change may only be implemented if:

- (i) There is a substantial legitimate justification for the proposed fare change, and
- (ii) SFMTA can show that there are no alternatives that would have a less disparate impact on minority riders but would still accomplish its legitimate program goals.

In order to make this showing, any alternatives must be considered and analyzed to determine whether those alternatives would have less of a disparate impact on the basis of race, color, or national origin, and then only the least discriminatory alternative can be implemented.

Low-Income Disproportionate Burden: If, at the conclusion of the analysis, the SFMTA finds that low-income populations will bear a disproportionate burden of the proposed fare change, steps must be taken to avoid, minimize or mitigate impacts where practicable and descriptions of alternatives available to low-income populations affected by the fare changes must be provided.

#### IV. Data Analysis and Methodology

In order to make an appropriate assessment of disparate impact or disproportionate burden in regard to fare changes, the transit provider must compare available customer survey data and show the number and percentage of minority riders and low-income riders using a particular fare media, or aggregated categories if applicable, in order to establish whether minority and/or low-income riders are disproportionately more likely to

use the mode of service, payment type or payment media that would be subject to the fare change. (Circular 4702.1B, Chapter IV-19).

For the purposes of this Title VI analysis, demographic data was used from the comprehensive 2017 System-wide On-Board Survey, conducted in fall 2016 through summer 2017. The survey asked demographic questions for race/ethnicity, English proficiency, gender, income bracket and travel information such as payment type, trip purpose, origin and destination and mode to transit access. Consultants collected over 41,000 survey responses, of which over 39,000 were weekday responses, providing a statistically significant snapshot of ridership patterns. The results of these responses were extrapolated to create an estimate of the total ridership across all fare categories, in addition to low-income and minority ridership. This provides the basis for determining the potential impacts of fare changes on our customers. A copy of the survey is available upon request.

As noted above, the SFMTA Board approved a methodology for analyzing Title VI impacts. In the case of fare changes, both increases and decreases of any amount, this methodology relies on comparing the percentage of protected customers using particular fare products or instruments, as a package of changes, to their representation system-wide.

Respondents who declined to answer questions about income or ethnicity are excluded from the analysis when calculating minority or low-income percentages. The overall system-wide averages were determined from National Transit Database and Automatic Passenger Counter (APC) data weighted by the weekly ridership share by line. The system-wide average for minority customers was determined to be 57%, and the system-wide average for low-income customers was determined to be 38%.

In order to protect privacy, survey respondents were asked to report their income bracket as opposed to their specific income. As a result, the analysis made assumptions about whether the combination of a particular respondent's household size and income bracket fell into a "low-income" category based on the Agency's definition of low-income described above. Generally, the analysis erred on the side of caution and placed possibly low-income respondents into the low-income category.

## V. Description of Proposed Fare Change and Summary of Impacts

The SFMTA is proposing to approve retroactively an extension of the six-month promotional program waiving Muni and Paratransit Fares for customers traveling to and

from Covid-19 vaccination and vaccination booster appointments from September 17, 2021 through September 16, 2022, and expand the program to include a parent/guardian when accompanying a minor. The promotional program was approved initially as an experimental fare and it is in the public interest to expand this program beyond the initial six-month timeframe in order to eliminate barriers to help the city of San Francisco achieve its citywide vaccination goal.

For this particular fare change, free rides have been available on Muni and Paratransit, beginning on February 23, 2021, for all customers traveling to and from appointments to get vaccinated for COVID-19 at City-sponsored vaccination sites, hospitals or anywhere else that offered vaccinations, regardless of race or ethnicity, household income level, or other demographic factors. Getting San Franciscans vaccinated is a high priority for the City and the program is designed to eliminate transportation and cost barriers to receiving a vaccination. The only documentation required for customers to participate in the program is a vaccine appointment confirmation or instructions, in case SFMTA staff request proof of payment.

Due to healthcare privacy concerns, no demographic data was collected or tracking performed of Muni riders who utilized this benefit. Because there is no specific user data on who utilized the free transit rides for vaccinations, including the demographics, we are unable to compare the user population to our overall ridership and therefore are unable to numerically calculate whether there has been a disparate impact based on race or ethnicity or disproportionate burden based on income status. However, given that the free ride benefit on Muni for the purposes of receiving a vaccination was accessible and equitably applied to all Muni riders who traveled for this purpose, regardless of demographic profile, it is determined that there are no disparate impacts on customers who self-identify as minority or disproportionate burdens on customers from low-income households.

While it is difficult to assess the current demographic make-up of Muni's ridership due to COVID-19, based on the comprehensive 2017 System-wide On Board Survey discussed in detail above, the system-wide average for minority customers was determined to be 57%, and the system-wide average for low-income customers was determined to be 38%. It is assumed that Muni's existing customers are the primary beneficiaries of this program.

The tables below are for informational purposes only and reflect data sourced on September 26, 2021 from <https://sf.gov/resource/2021/covid-19-data-and-reports>. Data are for the population of San Francisco as a whole.

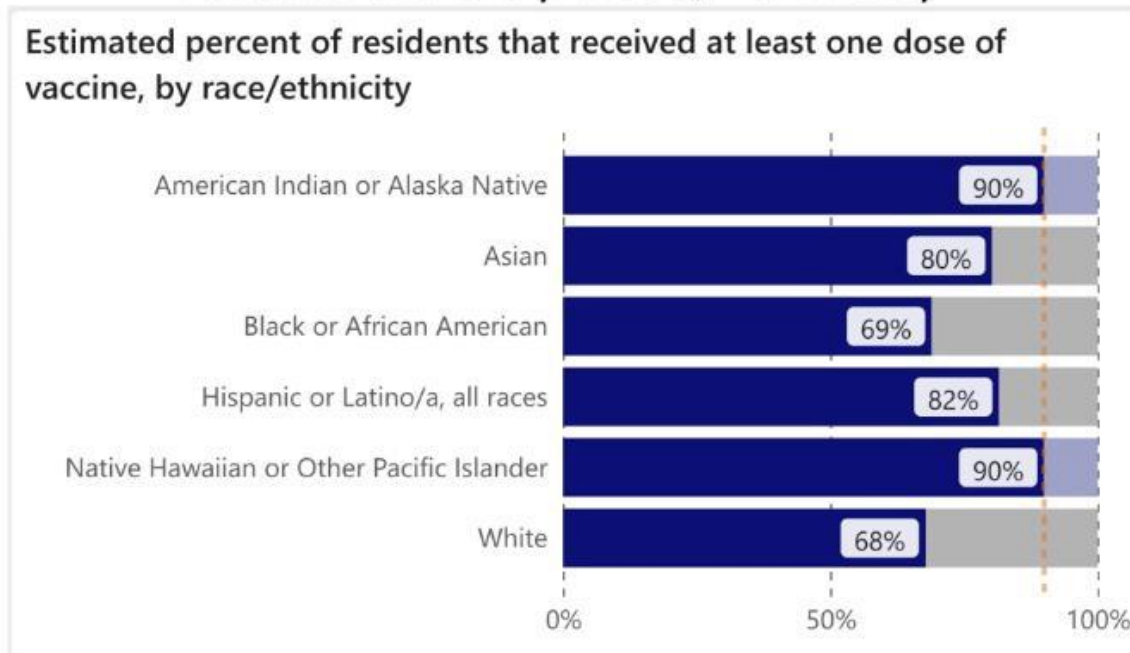
# Vaccine Administration

Data through 09/26/2021

| Population            | Population Size | Number Received 1 <sup>st</sup> dose | % of Population Received 1 <sup>st</sup> dose | Number Vaccination Completed | % of Population Vaccination Completed |
|-----------------------|-----------------|--------------------------------------|---|------------------------------|---------------------------------------|
| SF Residents all ages | 874,787         | 698,213                              | 80%   | 648,645                      | 74%                                   |
| SF Residents 12+      | 791,131         | 698,213                              | 88%   | 648,645                      | <b>82%</b>                            |
| SF Residents 65+      | 135,027         | 128,924                              | > 90%   | 120,190                      | <b>89%</b>                            |
| SF Residents 75+      | 60,907          | 52,996                               | 87%   | 49,177                       | <b>81%</b>                            |

## Vaccinations by Race/Ethnicity

Data through 09/26/2021



Source: <https://sf.gov/resource/2021/covid-19-data-and-reports>

### X. Public Comment and Outreach

Pursuant to Title VI of the Civil Rights Act of 1964 and its implementing regulations, as well as state and local laws, the SFMTA takes responsible steps to ensure meaningful access to the benefits, services, information, and other important portions of SFMTA’s programs and activities for low-income, minority, and limited-English proficient (LEP) individuals, and regardless of race, color or national origin. Given the diversity of San Francisco and of Muni’s ridership, the SFMTA is strongly committed to disseminating information on both

fare and service changes that is accessible to LEP individuals.

In order to promote the program, SFMTA staff conducted initial outreach to the Multimodal Accessibility Advisory Committee (MAAC) and the Mayor's Office of Disability and a press release was issued by the Office of the Mayor. In addition, a blog detailing the program was posted at sfmta.com, highlighted on the home page and distributed across email and text subscribers, as well as through our social media channels, Facebook and Twitter. Multilingual information is available at [www.sfmta.com](http://www.sfmta.com) and on the City's vaccination information page at <https://sf.gov/get-vaccinated-against-covid-19>. If this item is approved, this webpage will be updated to reflect the extension of the program from September 17, 2021 through September 16, 2022, and expansion of the program to include a parent/guardian when accompanying a minor. For paratransit customers, language was included in the customer script for reservation agents to ask riders if the trip being scheduled was to get to or from a vaccine appointment and to let them know that the trip would be free.

Pursuant to Charter Section 16.112, advertisements were placed in the City's official newspaper regarding this public hearing. The advertisements ran in the San Francisco Examiner on October 10, 13-15, and 17, 2021, to provide notice that the SFMTA Board of Directors will hold a public hearing on October 19, 2021, to consider the continuation and expansion of this program. Since the public hearing is not less than five days after the last publication of notice, the SFMTA Board is asked to waive Article 4, Section 10 of the SFMTA Board Rules of Order.

If the SFMTA Board approves retroactively an extension of the six-month promotional program and an expansion of the program to include a parent or guardian when accompanying a minor, this program will be communicated through similar channels, with a particular focus on reaching communities of need including minority and low-income riders.

## XI. Conclusion

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin in programs and activities receiving Federal financial assistance. In compliance with this law, the SFMTA conducted a Title VI analysis on this proposed fare change. This analysis found there are no disparate impacts or disproportionate burdens for this fare change since it benefits all Muni riders, regardless of race/ethnicity and income status, who use Muni to travel to and/or from COVID-19 vaccination and vaccination booster appointments, as well as for parents or guardians accompanying minor children to appointments.

This analysis will be forwarded to the Board of Directors of the San Francisco Municipal Transportation Agency (SFMTA) for review and approval and a copy of the Board resolution will be provided to the FTA as documentation.