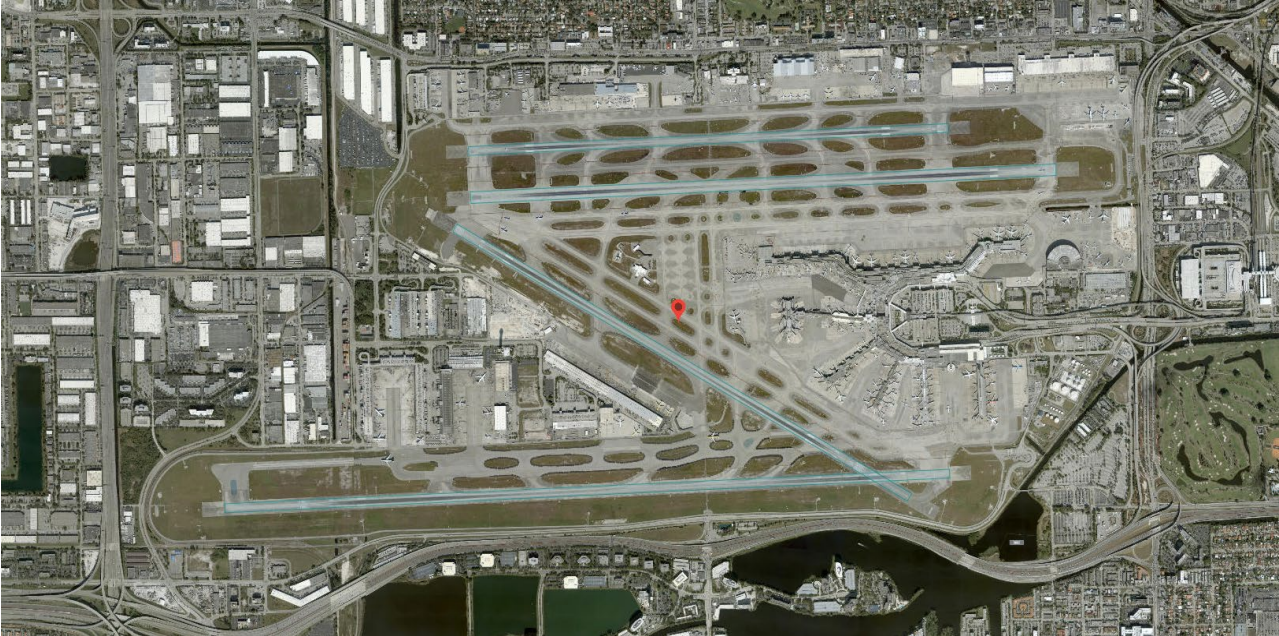


Miami-Dade Aviation Department Community Participation Plan (CPP) Miami International Airport



June 30, 2023

The Miami-Dade Aviation Department Community Participation Plan (CPP)¹

Miami International Airport

1. Administration

The purpose of this CPP is to ensure that stakeholders or communities affected² by the **Miami-Dade Aviation Department (MDAD)** projects or operations at **Miami International Airport (MIA)** can be informed and participate and have their input thoughtfully considered in the key stages during airport planning efforts, regardless of their race, color, national origin, sex, sexual orientation, gender identity, creed, age, or disability (hereafter, the “protected bases”). This plan is provided in accordance with Title VI of the Civil Rights Act of 1964 (Title VI) and related authorities.³ This plan and associated reports regarding our CPP efforts will be communicated to the public in formats accessible to persons with disabilities and to limited English proficient (LEP) individuals.

The individuals primarily responsible for implementing MDAD’s MIA CPP are:

Responsible Official	Title, Office, and Responsibilities
Barbara S. Jimenez	Assistant Director, Administration (Title VI Coordinator)
Ana Finol	Assistant Director, Facilities Development
Jose A. Ramos	Division Director, Aviation Planning Land Use and Grants
Andre Ragin	Small Business Strategic Advisor, DBE/ACDBE Liaison Officer, Minority Affairs Division
Norman Hegedus	Section Chief, Airside Operations for General Aviation Airports (GAA), Aircraft Noise and Environmental Planning / Wildlife Control
Greg Chin	Division Director of Communications
Sylvia Novela	Contracts Administration, Division Director 2

Responsible officials’ contact information is shared with the public through the following methods:

¹ See DOT Order 1000.12C, “The U.S. Department of Transportation (DOT) Title VI Program,” Ch. 2, Sec. 4. (Jun. 11, 2021). <https://www.transportation.gov/sites/dot.gov/files/2021-08/Final-for-OST-C-210312-002-signed.pdf>

² Within this CPP, the term “affected” also means *served*, in addition to *positively or negatively impacted*.

³ Related authorities include the Age Discrimination Act of 1975; Sec. 520 of the Airport and Airway Improvement Act of 1982; and the Civil Rights Restoration Act of 1987.

Website, In-person, and Other Communication Methods

Airport website: Civil Rights/Title VI page at <https://www.miami-airport.com/customer-service.asp>

Unlawful Discrimination Poster posted throughout pre- and post- security, within staff offices, in the Airport Hotel, and Rental Car Center

In addition, MDAD will ensure that members of the public are advised of our nondiscrimination obligations. This includes how to file discrimination complaints with MDAD and the FAA. We will also conspicuously display the FAA-provided Unlawful Discrimination Posters at airport facilities. See Notice section of MDAD's MIA Title VI Plan.

Upon FAA approval of this CPP, MDAD will also make this CPP available through the following methods when engaging members of the public concerning planning efforts:

Website, In-person, and Other Distribution Methods

Airport website: Civil Rights/Title VI page at <https://www.miami-airport.com/customer-service.asp>

Upon request by contacting the Title VI coordinator at TitleVIoutreach@flyMIA.com

2. Goals and Objectives

This CPP applies to all airport planning and decision-making efforts, whether or not directly supported by Federal assistance. This includes surveys, public meetings (e.g., airport commission meetings), and hearings, not only meetings for a project requiring an environmental impact statement (EIS) or environmental assessment (EA).

MDAD’s planning processes that lead to decisions for projects or operations at MIA are:

Planning Processes

1. Terminal Improvements
2. Airfield and Taxiway Improvements
3. Cargo and Support Facilities (non-terminal, including non-aeronautical uses)
4. Airport Landside Access
5. Zoning Code: Airspace and Land Use Amendments
6. Master Plan
7. National Environmental Protection Act (NEPA) Environmental Impact Statement (EIS) or Environmental Assessment (EA) Actions

MDAD seeks public input for the above processes through the following methods:

Public Input Methods	Planning Process(es) that use each Method
A. Airports and Economic Development Committee Meetings	# 1, 2, 3, 4, 5, 6, 7
B. Board of County Commission Meetings	# 1, 2, 3, 4, 5, 6, 7
C. Noise Abatement Advisory Board Briefings	# 2, 5, 7
D. Public Meetings	# 5, 6, 7
E. Alternatives Working Sessions	# 6, 7
F. Social Media (Facebook, Instagram, Twitter, LinkedIn)	# 1, 3, 4, 7
G. Publications (in English, Spanish and Haitian Creole)	# 6, 7
H. Website Postings	# 1, 2, 3, 4, 5, 6, 7
I. Public Input Documentation, including Federal Register Posting	# 3, 5, 7
J. State of Florida Statute Chapter 286 “Sunshine Law”	# 1, 2, 3, 4, 5, 6, 7

3. Identification of and Focused Outreach to Affected Communities

See Community Statistics section of MDAD’s Title VI Plan, for detailed discussion of Affected Communities.

The specific steps **MDAD** will take to communicate with, inform, educate, consult or solicit input from, and expand opportunities for engagement with each Affected Community,⁴ are provided below.

⁴ “Affected communities” means any readily identifiable group potentially impacted by an airport project or operation, such as the community immediately surrounding a project or a community in the flight path.

Affected Community	Key Community Reps. (CBOs, leaders, etc.)	Focused Outreach Steps
<p>Low Income, Racial and Ethnic, and Limited English Proficiency (Spanish Haitian Creole)</p> <p>Communities:</p> <ul style="list-style-type: none"> • Hialeah (zip code 33010) • Miami, Miami International Airport (zip code 33122) • Grapeland Heights (zip code 33125) • Miami, Doral, Fontainebleau (Zip Code 33126) • Brownsville, Liberty City, Allapattah (zip code 33142) • Miami Springs, Virginia Gardens, Medley, Doral (zip code 33166) • Fontainebleau, Doral, Sweetwater (zip code 33172) 	<ul style="list-style-type: none"> • State of Florida, Governor Ron DeSantis • U.S. Senate, Senator Marco Rubio • U.S. Senate, Senator Rick Scott • Miami-Dade Board of County Commissioners • Mayor of Miami-Dade County • Miami-Dade County Mayor's Office of Equity and Inclusion • U.S. House of Representatives, Congressman • Miami-Dade Transportation Planning Organization (TPO) • Florida State Senate, Senator • Noise Abatement Advisory Board • Trade Associations • Miami-Dade Internal Service Department Small Business Development Division (ISD/SBD) • CareerSource Florida (workforce development agency) • Florida League of Cities • Surrounding Cities Boards • Miami-Dade Beacon Council • Miami-County Community Advisory Committees (North and Central) • Liberty City Trust • Local Community Boards <ul style="list-style-type: none"> ○ Hialeah City Council ○ Doral City Council ○ Miami Springs City Council ○ Sweetwater City Council ○ Virginia Gardens City Council 	<ul style="list-style-type: none"> • Aviation Committee Meetings • Board of County Committee Meeting • Social Media Postings • Direct Mail • Press Releases • Press Conferences • Advertising (in English, Spanish, and Haitian Creole language periodicals) • Website Postings • Coordinated work with ISD/SBD to provide outreach and technical training to small and minority- and women-owned firms • Construction bid solicitation notifications are placed in English, Spanish, and Haitian Creole language periodicals • Construction bid solicitations are hosted on MIA's webpage (https://www.miami-airport.com/business_advertisements.asp) which offers free translation into 133 languages via google translate. • Miami-Dade County Strategic Procurement Department (SPD) issues all solicitations, except construction bids which are issued by MDAD directly (two above bullets), through the "Inform" registered vendor portal. Should someone need the document translated from English, the SPD office will find a Spanish and/or Haitian creole staff member and will assist the person in their native language. • Job Fairs • Miami-Dade County Certified Firms Directory • Community Events • 'A Special Day for Special Kids' annual event marketing • Public Meetings • Miami-Dade County Designated Target Areas • Local News Media (print, broadcast and digital) • Annual "How to do Business with MDAD" workshops • Monthly small business outreach meeting held on first Friday of every month • Florida Memorial University Internships (a HBCU) • Foreign-language media outreach/advertising • Translation services at public meetings • Google translate for website • Customer Service language assistance

4. Effective Communication

MDAD will ensure that public engagement is effective, meaningful, and free of linguistic, economic, historical, and cultural barriers to participation. Every effort will be taken to ensure clear, plain, and effective communication with Affected Communities, including materials in accessible formats for persons with disabilities and in languages other than English. See Limited English Proficiency (LEP) section of MDAD’s MIA Title VI Plan.

5. Communication Platforms

Diverse communication platforms will be utilized to effectively reach the broadest audience. We will use the following platforms to communicate project details, our nondiscrimination obligations, and contact information for the public to share project or operational feedback with our office and the FAA.

Social Media, Monitors, and Other Communication Platforms

- 1. Miami-Dade Board of County Commissioners**
- 2. Miami-Dade Board of County Commissioner District Offices**
- 3. Airports and Economic Development Committee Meetings**
- 4. MIA’s Social Media Platforms**
- 5. Website**
- 6. Media Engagement (press releases, print, broadcast, and digital)**
- 7. Greater Miami Chamber of Commerce**
- 8. Miami-Dade Beacon Council**
- 9. Transportation Planning Organization (TPO)**
- 10. Florida Department of Transportation (FDOT)**
- 11. Office of the Mayor**
- 12. Certified Firms and Prequalification Directories – information about upcoming projects and reminders of monthly meetings are sent to these lists**
- 13. Career Fairs**

6. Records

This section includes the procedures MDAD will follow to document outreach efforts.

Records for steps taken to provide outreach to Affected Communities will be maintained. Records will also be kept for community input. The community input records will document how MDAD considered, weighed, and incorporated input received; these records will include justifications for any decisions contrary to community feedback.

Both the outreach to Affected Communities and community input records will be stored in the following locations:

1. **Airports and Economic Development Committee Meetings** – published online at https://www.miami-airport.com/mia_hb915.asp
2. **Board of County Commission Meetings** – published online at https://www.miami-airport.com/mia_hb915.asp
3. **Noise Abatement Advisory Board Briefings** – advertised on MIA internet noise page, meeting minutes, and locations agenda, major runway extension, EIS, EA, final RODs and reports; complaint reports are host on initial MIA intranet
4. **Social Media Outreach and Engagement** – provided from the service via engagement reports and direct messages
5. **Media outreach** – Communications Division Outlook archives and [MIA news room](#)
6. **State of Florida Statute Chapter 286 “Sunshine Law” requests** – hosted on MIA internal intranet and provided for annual summary report by the Record Center Supervisor
7. **Annual “How to do Business with MDAD” Workshops** – Sign in sheets, fliers and marketing materials, additional outreach performed, comments received and responses to comments received will be provided to TitleVIoutreach@flyMIA.com
8. **Monthly Small Business Outreach Meeting** – Sign in sheets, fliers and marketing materials, additional outreach performed, comments received and responses to comments received will be provided to TitleVIoutreach@flyMIA.com
9. **NEPA-specific Public Involvement Documentation** – NEPA document comments from the community for a project-specific, send email to TitleVIoutreach@flyMIA.com
10. **Customer Satisfaction Surveys** – sent with TitleVIoutreach@flyMIA.com and also stored within project specific digital files

Records for demographics of participants will also be kept. Requested demographic information will include race, national origin, sexual orientation, gender identity, disability, languages

spoken, and community of residence & zip code.⁵ Demographic information will be requested by the following methods:

Demographic Information Collection Methods

- 1. Voluntary disclosure by attendees on sign-in sheets at community meetings and workshops**
- 2. Disclosures from businesses contracting with Miami-Dade County**
- 3. Voluntary disclosure from new employees**

CPP summary records will be made available to the public using the same methods for other information outlined within this plan.

7. Reporting Outcomes

Within 30 days of the end of each fiscal year (FY), MDAD will create a MIA CPP Report for that current FY. The report will summarize efforts taken under this CPP in a narrative statement describing:

1. The specific steps taken to produce meaningful engagement with Affected Communities that FY,
2. The results of those efforts for that FY, and
3. How the Affected Communities' comments and views are or will be incorporated into the decision-making process.

The CPP Reports will be included with MDAD's MIA Title VI Plan.

⁵ This information is solicited to demonstrate compliance with Title VI and related requirements. See 49 CFR § 21.9(b); 49 U.S.C. § 47123; 28 CFR § 42.406; and FAA Order 1400.11.

Appendix 1

Complete only if required by Section 3

Title VI regulations require federal grant recipients to identify their community demographics (49 CFR § 21.9[b]). MDAD seeks to understand communities that are eligible to be served, actually or potentially affected, and/or benefited or burdened by the Airport's activities, programs, and services. By understanding community demographic information, MDAD is able to identify, understand, and appropriately engage with the communities surrounding MIA.

Low-income, minority, LEP, and ethnically diverse populations that could potentially bear disproportionately high and adverse impacts from a future proposed Airport project(s) have been identified, assessed, and detailed within MDAD's MIA Title VI Plan.

Appendix 2

Complete only if required by Section 4

In creating a Language Assistance Plan, MDAD will consider the volume, proportion, or frequency of contact with LEP persons in determining the appropriate language assistance to provide.

In MDAD's MIA Title VI Plan Community Statistics section, languages spoken by LEP persons in Affected Communities were identified.