

Lowndes County reviewed its available resources that could be used for providing LEP assistance, including which of its documents would be most valuable to be translated. An “I Speak” card/poster will be made available to determine needed language translations. A notice (see below) will be posted in all public meeting and event notices regarding who to contact should language assistance be needed. Language translation, if needed, would be provided through the available bi-lingual staff and/or the Language Line Solutions 1-800-752-6096 (or similar service) for which the Lowndes County would pay a fee.

### **III. LANGUAGE ASSISTANCE**

A person who does not speak English as their primary language and who has a limited ability to read, write, speak or understand English may be a Limited English Proficient person and may be entitled to language assistance with respect to Lowndes County services. Language assistance can include interpretation, which means oral or spoken transfer of a message from one language into another language and/or translation, which means the written transfer of a message from one language into another language.

The Name of the individual at Lowndes County responsible for coordination of LEP Compliance is:

County Clerk Paige Dukes  
Lowndes County  
327 N Ashley Street  
Valdosta, GA 31601

How the Lowndes County staff may identify an LEP person who needs language assistance:

- Post notice of LEP Plan and the availability of interpretation services free of charge in languages LEP persons would understand;
- Add statement (see below) to public meeting and event notices;
- All Lowndes County staff will be informally surveyed periodically on their experience concerning any contacts with LEP persons during the previous year; and
- When Lowndes County staff conduct a Public Hearing, an informational meeting or event, a staff person may greet participants as they arrive. By informally engaging participants in conversation it is possible to gauge each attendee’s ability to speak and understand English. Although translation may not be able to be provided at the event (unless previously requested) it will help identify the need for future events; and
- Language Identification Cards/Posters will be used as necessary to determine a client’s language needs.

**Language Assistance Measures-**As there is a large percentage in Lowndes of eligible LEP households, that is, persons who speak English “not well” or “not at all”, it will offer the following measures:

1. Lowndes County staff will take reasonable steps to provide the opportunity for