



# Agenda Planning Request Form



## Instructions

Complete this form for any new or amended Agenda Planning (AP) Request. Each request requires the endorsement of **at least three (3) Directors** (including the requestor). Directors are limited to a **maximum of fifteen (15)** AP requests per calendar year, with no more than two requests made per meeting. AP requests are non-transferrable to any other Director and any “unused” AP requests shall not be carried over to the next calendar year. Requests for presentations by individuals or organizations outside of AC Transit are excluded from the AP request limit.

Prior to making a request, Directors shall make their best effort to discuss the item with the General Manager, a member of his/her Executive Staff or appropriate Board Officer in advance of the Board meeting at which the request will be made.

**AP Request Forms are due to the District Secretary no later than 5:00 p.m. on the Wednesday one week prior to the scheduled Board meeting in order for the form to be included in the agenda packet.** Email completed forms to [districtsecretary@actransit.org](mailto:districtsecretary@actransit.org)

## Information

<b>Directors Name</b>	VP Shaw	<b>Meeting Date the AP Request will be presented:</b>	July 26, 2023
<b>This Request is:</b>	<input checked="" type="checkbox"/> New <input type="checkbox"/> Amended	<b>Include in the GMs Report:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Type:</b>	<input type="checkbox"/> Action <input checked="" type="checkbox"/> Briefing	<b>Expected Staff Report Due Date (if known):</b>	Oct 11, 2023
<b>Discussed w/ GM, Board Officer or Exec Team Member:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

## Item Description: (Please be thorough. Attach additional information if needed.)

In September of 2019 we got a report on the plan for operator restrooms at 9 BART Stations. This project would be completed by BART and paid for by AC Transit. These were all to be completed in 2020 but as we all know, Covid put a halt/delay on this effort. I'd like to get an update on all 9 restrooms and their status and planned completion dates. I'd also like to get an update on both taskforces that are addressing the issues of operator restrooms, the operator taskforce and the supervisor task force. How often are they meeting and what items have they been able to resolve over the last 18 months.

## Purpose:

To understand where the current project stands, dates for completion of the project, and the challenges and obstacles that have been found to date. Operator restrooms are a very important component of the day to day work for our operators. It's important for any issues to be understood by all board members so that we can help identify actions that can be taken to get this project completed as soon as possible for the well being of our workforce.

### **What will be accomplished/desired outcome:**

The board will get a good understanding of the project, the costs to date, expected costs to complete, planned completion dates, and any next steps that we need to take to get this project completed. We will also understand what things are being addressed internally in the wake of these projects being delayed to ensure we are addressing bathroom concerns..

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### **For Office Use Only**

#### ***Information on requested additions by Board Members:***

Click or tap here to enter text.

**Concurrence By:**     Beckles  Walsh  Syed  Mccalley  Shaw  Young  Peeples

**Tracking Number (if applicable):**    Click or tap here to enter text.