



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

Information

Directors Name:	Jean Walsh	Meeting Date the AP Request will be presented:	March 13, 2024
This Request is:	☒ New ☐ Amended	Include in the GMs Report:	☐ Yes ☒ No
Type:	☐ Action ☒ Briefing	Expected Staff Report Due Date (if known):	
Discussed w/ GM, Board Officer or Exec Team Member:	☒ Yes ☐ No		

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

At the February 2024 Board meeting, the Board approved three new Road Supervisor positions within Operations to complement the existing 58 budgeted positions. One purpose for these positions was to “support service quality improvements with active line management.”

Given the District’s focus on service quality, and potential service cuts to improve reliability, along with the fiscal challenges the District is facing, the Board would like to better understand the ways in which active line management can help the District improve service quality. We also want to understand what resources and training may be needed to advance this work, as well as how the effectiveness is/will be measured.

Purpose:

The Board wishes to ensure that resources are in place to advance the District’s priority of service quality and reliability.

What will be accomplished/desired outcome:

The Board will have a fuller understanding of the District’s plans to improve service quality using active line management.

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.