

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 12/13/2023

Staff Report No. 23-560

TO: AC Transit Board of Directors
FROM: Michael A. Hursh, General Manager/Chief Executive Officer
SUBJECT: Board Policy 207 - Equal Employment Opportunity Policy

ACTION ITEM

AGENDA PLANNING REQUEST:

RECOMMENDED ACTION(S):

Consider approving amendments to Board Policy 207, including a change in the title of the policy from Equal Employment Opportunity and Affirmative Action Policy to Equal Employment Opportunity (BP 207).

Staff Contact:
Lynette Little, Director of Civil Rights & Compliance

STRATEGIC IMPORTANCE:

Goal - Prioritize Diversity, Equity, Inclusion and Accessibility
Initiative - Internal and External Diversity, Equity, Inclusion and Accessibility Programs and Priorities

The purpose of this policy is to reaffirm AC Transit’s commitment to fostering an inclusive workplace. Every employee has the right to work in a professional atmosphere that promotes equal employment opportunities and prohibits unlawful discriminatory practices. Part of maintaining a work environment free from employment discrimination and harassment rests on the fundamental principles that we must treat each other with respect, dignity, and professionalism, as well as equitably under the guidelines of our Equal Employment Opportunities (EEO) Program.

BUDGETARY/FISCAL IMPACT:

There are no budgetary or fiscal impact associated with the changes proposed in the policy.

BACKGROUND/RATIONALE:

Board Policy 207 (BP 207-1990) was initially adopted on March 28, 1990, and has not been updated since. The recommended revisions remove reference to affirmative action to with state law and reaffirm the District’s commitment to equal opportunity principles consistent with federal and state regulations. In addition, the revised policy is formatted into the current Board Policy template to include Purpose, Persons Affected, Equal Employment Opportunity Definition, Policy (General), and Authority (Board Authority). Persons Affected now includes all employees, temporary employees, volunteers, paid and unpaid interns, consultants, vendors, contractors, and job applicants affected by this policy.

ADVANTAGES/DISADVANTAGES:

Advantages - This report is intended to provide an update to Board Policy 207 - Equal Employment Opportunity Policy, which has not been updated since its adoption in 3/28/1990.

Disadvantages - None

ALTERNATIVES ANALYSIS:

None were considered.

PRIOR RELEVANT BOARD ACTION/POLICIES:

Board Policy 207: Equal Employment Opportunity adopted 3/28/1990

ATTACHMENTS:

1. Board Policy 207 - Adopted 3/28/1990
2. Revised Board Policy 207
3. EEO Policy Statement signed by the General Manager on 2/13/2023

Prepared by:

Cera Clark, EEO Program Administrator

Approved/Reviewed by:

Lynette Little, Director of Civil Rights & Compliance
Jill A. Sprague, General Counsel/Chief Legal Officer