

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 12/14/2022

Staff Report No. 22-454

TO: AC Transit Board of Directors
FROM: Michael A. Hursh, General Manager
SUBJECT: Amendment of Board Policy 213

ACTION ITEM

AGENDA PLANNING REQUEST:

RECOMMENDED ACTION(S):

Consider approving amendments to, and the re-titling of, Board Policy 213 from “Prohibiting All Forms of Unlawful Employment Discrimination Including Sexual or Other Forms of Harassment” to “Prohibiting Unlawful Employment Discrimination, Harassment and Retaliation”.

Staff Contact:
Sebron Flenaugh III, Executive Directors of Human Resources

STRATEGIC IMPORTANCE:

Goal - High-Performing Workforce
Initiative - Internal and External Diversity, Equity, Inclusion and Accessibility Programs and Priorities

The District is committed to creating and maintaining an equitable, diverse, and inclusive workplace, with an internal culture that is inclusive, and where all persons are treated with dignity and respect.

BUDGETARY/FISCAL IMPACT:

There is no budgetary or fiscal impact associated with this report

BACKGROUND/RATIONALE:

Board Policy 213 was adopted August 1998 and was last revised October 26, 2016. The policy has been reviewed to ensure it is compliant with current Local, State, and Federal laws.

The amendments proposed include re-titling the policy as well as the inclusion of retaliation as applicable to this policy. The policy has also been re-formatted, and a definitions section added to define the meaning of the terms as they apply to the policy.

ADVANTAGES/DISADVANTAGES:

The proposed amendments are necessary to ensure all relevant information is included in the policy as it supports the protection of District employees and job applicants from unlawful discrimination, harassment

and retaliation.

ALTERNATIVES ANALYSIS:

Staff found no practical alternative to the course of action recommended in this report

PRIOR RELEVANT BOARD ACTION/POLICIES:

Board Policy 213 - Prohibiting All Forms of Unlawful Employment Discrimination Including Sexual or Other Forms of Harassment

ATTACHMENTS:

1. Board Policy 213 with proposed amendments
2. Current Version of Board Policy 213

Prepared by:

Elisabeth West, Human Resources Manager

In Collaboration with:

Aimee Steele, Assistant General Counsel

Cera Clark, EEO Program Administrator

Janis Picket-Lacy, Director of Human Resources

Approved/Reviewed by:

Sebron Flenaugh III, Executive Director of Human Resources

Lynette Little, Director of Civil Rights & Compliance

Jill A. Sprague, General Counsel

Michael A. Hursh, General Manager