



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

Director's Name: Jean Walsh and Murphy McCalley		Meeting Date the AP Request will be presented: December 2024	
This Request is:	<input checked="" type="checkbox"/> New <input type="checkbox"/> Amended	Include in the GMs Report:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Type:	<input type="checkbox"/> Action <input checked="" type="checkbox"/> Briefing	Expected Staff Report Due Date (if known):	
Discussed w/ GM, Board Officer or Exec Team Member:		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

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

The transit workforce shortage is one of the biggest problems facing AC Transit and is limiting our ability to achieve our fundamental mission of providing reliable transit service to the community. To address this issue, the Board requested a follow up report on bus operator hiring and retention in September 2024.

In addition to hiring and retention challenges, a proportion of the AC Transit bus operator workforce is out on long term leave at any given time.

To better understand this issue, the Board requests a report on long term leave, to include: the types of long term leave, the number of operators out on long term leave in each category (including trends over time), the duration of leaves, agency peer comparisons, financial impacts, and legal and contractual considerations. The

report should describe the District’s efforts underway, including Alternative Dispute Resolution (ADR), Leave Management Committee (LMC), and other initiatives, as well as next steps and future plans.

Purpose:

To identify areas of opportunity to boost operator availability

What will be accomplished/desired outcome:

Improved transit service to the community



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.