

# ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



## STAFF REPORT

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**MEETING DATE:** 1/13/2021

**Staff Report No.** 21-023

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**TO:** AC Transit Board of Directors  
**FROM:** Linda A. Nemeroff, District Secretary  
**SUBJECT:** Amendments to Board Policy 702

### ACTION ITEM

**RECOMMENDED ACTION(S):**

Consider approving amendments to Board Policy 702 - Conflicts of Interest and Standards for Ethical Conduct.

**STRATEGIC IMPORTANCE:**

There is no strategic importance associated with amending Board Policy 702.

**BUDGETARY/FISCAL IMPACT:**

There is no budgetary or fiscal impact associated with this report.

**BACKGROUND/RATIONALE:**

Board Policy 702 was adopted in 2017 and was amended in 2020. In the course of reviewing the policy, staff is proposing to eliminate duplicative language pertaining to the disclosure of gifts under section IV.B. (Conflicts of Interest) and to add language to section IV.E. (Confidential Information) to clarify that the District Secretary is the custodian of all closed session records. No further amendments are proposed at this time.

**ADVANTAGES/DISADVANTAGES:**

Amendments to Board Policy 702 intend to eliminate language that is redundant and clarify the custodian of record for closed session documents. There are no disadvantages to the course of action recommended in this report.

**ALTERNATIVES ANALYSIS:**

There are no practical alternatives to the course of action recommended in this report.

**PRIOR RELEVANT BOARD ACTION/POLICIES:**

Board Policy 702 was last amended in 2020.

**ATTACHMENTS:**

1. Board Policy 702 (redlined)

**Prepared by:**

Linda A. Nemeroff, District Secretary

**Approved/Reviewed by:**

Jill A. Sprague, General Counsel

Linda A. Nemeroff, District Secretary