

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 6/11/2025

Staff Report No. 25-327

TO: AC Transit Board of Directors
FROM: Salvador Llamas, General Manager/Chief Executive Officer
SUBJECT: Board Policy 236 - Disability and Leave of Absence Policy

BRIEFING ITEM

AGENDA PLANNING REQUEST: ☐

RECOMMENDED ACTION(S):

Consider review of Board Policy 236 - Disability and Leave of Absence Policy with no recommended amendments.

Staff Contact:
James Arcellana, Interim Executive Director of Human Resources

STRATEGIC IMPORTANCE:

Goal - High-Performing Workforce
Initiative - Service Quality

The purpose of this policy is to provide guidance to the Human Resources Leave Management Department in meeting District accommodation, leave, and statutory obligations concerning injuries, illness, and disabilities of its employee workforce.

BUDGETARY/FISCAL IMPACT:

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

BACKGROUND/RATIONALE:

Per Board Policy 100 - Board Policies contained in Section 200 shall be reviewed as needed or at a minimum every three years from the date of adoption or the last amendment. This policy was last reviewed three years ago.

Staff has reviewed the existing policy and determined that no amendments are required.

ADVANTAGES/DISADVANTAGES:

The advantage of maintaining the current policy is that it ensures continued staff adherence with leave and disability related statutes.

There are no disadvantages to maintaining the current language.

ALTERNATIVES ANALYSIS:

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

PRIOR RELEVANT BOARD ACTION/POLICIES:

This Board Policy was last updated in June 2022.

ATTACHMENTS:

1. Board Policy 236 - Disability and Leave of Absence Policy

Prepared by:

Eric Gonzalez, Human Resources Manager

Approved/Reviewed by:

James Arcellana, Interim Executive Director of Human Resources

Aimee L. Steele, General Counsel/Chief Legal Officer