

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 3/9/2022

Staff Report No. 22-160

TO: AC Transit Board of Directors
FROM: Linda A. Nemeroff, District Secretary
SUBJECT: Travel Authorization

ACTION ITEM

RECOMMENDED ACTION(S):

Consider authorizing members of the Board of Directors to attend the following out-of-state conferences and meetings during fiscal year 2022-23:

- Conference of Minority Transportation Officials National Meeting and Training Conference, date and location to be determined;
- American Public Transportation Association (APTA) TRANSform Conference, October 9-12, 2022 in Seattle, Washington;
- UITP Land Transport Authority-Singapore International Transport Congress and Exhibition, November 2-4, 2022 in Singapore;
- Transportation Research Board 102nd Annual Meeting, January 8-12, 2023 in Washington, D.C.;
- APTA Legislative Conference, March 12-14, 2023 in Washington, D.C.;
- APTA Mobility Conference (and Bus Roadeo), April 23-26, 2023 in Minneapolis, Minnesota; and
- UITP Global Transportation Summit, June 4-7, 2023 in Barcelona, Spain.

STRATEGIC IMPORTANCE:

Goal - Convenient and Reliable Service

Initiative - Service Quality

The following summaries describe the scope of each meeting and conference referenced in this report.

Conference of Minority Transportation Officers (COMTO) National Meeting and Training Conference, Tentative - Conference Date and Location TBD

COMTO is the premier gathering of professionals in the transportation industry. The COMTO National Meeting and Training Conference will bring together industry leaders from across all modes of transportation for the purpose of learning, training, and networking. This event is open to transportation professionals at all career levels, government employees, manufacturers and suppliers to the transportation industry and all interested participants.

American Public Transportation Association TRANSform Conference & Expo, October 9-12, 2022, Seattle,

Washington

APTA's TRANSform Conference & EXPO is public transit's premier showcase of technology, products, and services. With attendees and exhibitors from around the globe, APTA's TRANSform Conference & EXPO plays a pivotal role in connecting the industry to what's now and what's next in public transportation.

UITP 2022 Land Transport Authority (LTA) - Singapore International Transport Congress & Exhibition (SITCE), November 2-4, 2022, Singapore

UITP-LTA Singapore International Transport Congress & Exhibition (SITCE) is a leading transport event which is held every two years in the Asia-Pacific region, jointly organized by UITP, Land Transport Authority (LTA) Singapore and MSI Global Pte Ltd.

SITCE has established itself as a key platform for urban mobility stakeholders to come together to discuss and help redefine the public transport landscape. The event gathers policymakers, urban planners, operators as well as solution providers across the globe to forge partnerships, networking, and exchange knowledge.

In its fourth edition, SITCE 2022 aims to explore the theme of 'Heartbeat of Mobility' and will focus on improving commuter experience so it can be safer, more inclusive, and convenient.

Transportation Research Board's 102nd Annual Meeting, January 8-12, 2023, Washington, D.C.

The TRB Annual Meeting program will cover all transportation modes, addressing topics of interest to policy makers among others, with many sessions and workshops focusing on the spotlight theme for the annual meeting.

American Public Transportation Association Legislative Conference, March 12-14, 2023, Washington, D.C.

The Legislative Conference is an opportunity for public transportation industry professionals across the nation to make our presence felt and our voices heard in Washington, DC. The Conference educates members on important federal legislation and policy initiatives; provides members with the opportunity to shape the industry's policies and federal advocacy agenda.

American Public Transportation Association Mobility Conference (International Bus Roadeo, tentative), April 23-26, 2023, Minneapolis, Minnesota

The APTA Mobility Conference addresses the critical priorities and daily challenges currently facing the bus and paratransit industry and explores the ever-changing environment in which systems operate in today's mobility landscape. Participate in interactive virtual sessions highlighting bus maintenance, financial recovery, safety, cybersecurity, cutting edge technologies, zero and low emissions, innovation, diversity, and inclusion, and much more. Plus, there will be plenty of opportunities for networking with your peers and hearing about the latest cutting-edge technologies with our live innovative demonstrations.

If held, the International Bus Roadeo will provide a unique learning opportunity for operators and maintenance teams to engage with other transit agency professionals up close and personal. The Roadeo is a competition of driving skills and maintenance disciplines; it is a training and networking opportunity for all attendees. As part of the Mobility Conference, there are multiple training sessions for operators, maintenance teams, and supervisors.

UITP 2023 Global Transportation Summit, June 4-7, 2023, Barcelona, Spain

The UITP Global Public Transport Summit is the world’s biggest event dedicated to sustainable mobility which brings together all transport modes, industry authorities and operators, as well as exhibitors. The immersive four-day experience combines a diverse program of world-class Congress sessions and an outstanding exhibition full of the latest innovations, solutions, and products.

BUDGETARY/FISCAL IMPACT:

Estimated expenses associated with the various conferences include registration, airfare, lodging, per diem, and ground transportation per Board member:

COMTO 2022 National Meeting & Training Conference	\$3,300.00
APTA 2022 TRANSform Conference & Expo	\$3,300.00
UITP 2022 LTA- SITCE	\$6,000.00
TRB 2023 102nd Annual Meeting	\$3,300.00
APTA 2023 Legislative Conference	\$3,400.00
APTA 2023 Mobility Conference & International Bus Rodeo	\$3,300.00
UITP 2023 Global Public Transport Summit	\$6,000.00

BACKGROUND/RATIONALE:

Pursuant to Board Policy 155, all out-of-state travel for Directors and Officers to attend a conference or a meeting related to District business at District expense shall be approved by action of the Board of Directors prior to incurring expenses. This Travel authorization has been prepared in accordance with Board Policy 155. In addition, the policy bans District funded out-of-state travel to any of the states listed on the California Attorney General’s website that are listed pursuant to California Government Code Section 11139.8 unless one of the exceptions listed in said Government Code section applies. As of the writing of this report, none of the travel destinations provided in this report are on the list of banned states.

Board Policy 155 further requires Directors to provide a brief oral or written summary of their activities and/or information learned during the trip not later than the next Board meeting following their return from the trip.

It is requested that the Board authorize out-of-state travel for conferences and meetings outlined herein during fiscal year 2022-23.

ADVANTAGES/DISADVANTAGES:

The conferences and meetings in this report provide an opportunity for Directors to improve knowledge, professional and technical skills, and provide networking opportunities for public transportation officials and professionals at all levels. The impact on the District of sending Directors to these meetings and conferences would be entirely positive.

ALTERNATIVES ANALYSIS:

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

PRIOR RELEVANT BOARD ACTION/POLICIES:

Board Policy No. 155 - Travel, Meeting and Miscellaneous Expense Reimbursement for Directors and Board Officers.

ATTACHMENTS:

1. COMTO 2021 National Meeting & Training Conference Schedule (2022 program not available).
2. APTA 2021 TRANSform Conference & Expo Program (2022 programs not available).
3. UITP 2022 LTA SITCE Event Announcement (2022 programs not available).
4. TRB 2022 Annual Meeting Schedule (2023 program not available).
5. APTA 2022 Legislative Conference Schedule (2023 program not available).
6. APTA 2019 Mobility Conference Program (2023 program not available).
7. UITP 2023 Global Transport Summit Announcement (2023 program not available).

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Approved/Reviewed by:

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