



Greater Cleveland  
Regional Transit Authority

1240 West 6th Street  
Cleveland, Ohio 44113-1302  
Phone: 216-566-5100  
riderta.com

## MEETING NOTICE

Notice is hereby given that the following meeting of the Board of Trustees of the Greater Cleveland Regional Transit Authority will take place on Tuesday, October 4, 2022 in the Board Room of the Authority, 1240 West Sixth Street, Cleveland, OH 44113 for consideration of the listed items and such other items that may properly come before the Board and be acted upon. This meeting will be live streamed on RTA's Board Page [www.RideRTA.com/board](http://www.RideRTA.com/board) via the meeting date for staff and members of the public. Members of the public may attend in person.

Based on Centers for Disease Control ("CDC") guidance to avoid crowded places where you cannot stay 6 feet away from others and Ohio Department of Public Health advice regarding congregating and social distancing, as well as RTA's interest in protecting community and employee health and safety, RTA Board Room and Meeting Room 1 capacity is limited to thirty-six (36) people to allow for social distancing. To accommodate members of the public, RTA will limit the number of staff permitted in the Board Room. All persons entering RTA's Main Office Building ("MOB") at 1240 West 6<sup>th</sup> Street are required to maintain a distance of six feet or more from other individuals who are not members of their family or household.

As a result of a federal court order on April 18, 2022, the CDC's January 29, 2021 order requiring masks on public transportation conveyances and at transportation hubs is no longer in effect. The CDC continues to recommend that people wear masks in indoor public transportation settings at this time. As a result, GCRTA recommends, but will not require, that members of the public wear a mask/face covering.

The meeting package will be posted on RTA's website at ([www.riderta.com/board](http://www.riderta.com/board)), on RTA's Facebook page, and RTA's Twitter page.

9:00 A.M.      Committee of The Whole

- Code Book Updates - A request to remove Sections 642.10 Reduction in Workforce, 642.11 Workforce Accommodation, 642.12 Transitional/Alternative Work and 642.13 Pre-Termination Meeting from the Code Book as duplicates of Personnel Policies Sections 300.06, 300.07, 300.08 and 300.09.

Audit, Safety Compliance And Real Estate Committee

- Safety Update – Presentation on the 2022 update of the Public Transportation Agency Safety Plan (PTASP).
- Executive Session Requested – To consider the purchase of property for public purposes or the sale of property at competitive bidding.

India L. Birdsong Terry  
General Manager, Chief Executive Officer

IBT:tab  
Attachment

## AGENDA

### RTA COMMITTEE OF THE WHOLE BOARD

Tuesday, October 4, 2022

Committee Members: President Charles P. Lucas, Chair  
Ms. Karen Gabriel Moss, Vice Chair  
Mayor Anthony D. Biasiotta  
Mr. Terence P. Joyce  
Mayor Paul A. Koomar  
Ms. Valarie J. McCall  
Ms. Luz N. Pellot  
Mayor David E. Weiss  
Ms. Lauren R. Welch

- I. Roll Call
- II. Code Book Updates - A request to remove Sections 642.10 Reduction in Workforce, 642.11 Workforce Accommodation, 642.12 Transitional/Alternative Work and 642.13 Pre-Termination Meeting from the Code Book as duplicates of Personnel Policies Sections 300.06, 300.07, 300.08 and 300.09.

Presenter(s):

- Dawn Tarka, Associate Counsel


- III. Adjourn



Greater Cleveland  
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Interoffice Memo

To: Rev. Charles P. Lucas, President  
and Members, Board of Trustees

From: India L. Birdsong Terry  
General Manager, Chief Executive Officer 

Date: September 29, 2022

Subject: Human Resources Code Update

At the October 4, 2022 Committee of the Whole meeting, staff will present proposed revisions to the Authority's Human Resources Code.

The proposed revisions to the policies include:

1. Remove Sections 642.10 Reduction in Workforce, 642.11 Workforce Accommodation, 642.12 Transitional/Alternative Work and 642.13 Pre-Termination Meeting from the Code Book as duplicates of Personnel Policies 300.06, 300.07, 300.08 and 300.09

Please call me if you have any questions or require additional information prior to Tuesday's meeting.

Attachments: Red-lines of Code Book Sections 642.10, 642.11, 642.12 and 642.13

IBT/dmt



#### ~~642.10—REDUCTION IN WORKFORCE.~~

~~(a) The CEO/General Manager is responsible for ensuring the efficient management and financial well-being of the Authority. Accordingly, the CEO/General Manager is authorized to recommend and/or initiate a reduction in force.~~

~~(b) A reduction in force means a permanent loss of employment due to a layoff from the position held by an employee or the abolishment of a position held by an employee.~~

~~(c) The CEO/General Manager or his or her designee shall execute the necessary actions in the implementation of this policy that are related to non-bargaining personnel practices.~~

~~(Res. 2001-119. Passed 8-21-01.)~~

#### ~~642.11—WORKFORCE ACCOMMODATION.~~

~~(a) As a part of its vision to provide outstanding transit services and make an important contribution to the community, the Authority is committed to its employees. We strive to create a culture that encourages employees to actively engage in process improvements and perform at their highest capacity. As our vision becomes our way of doing business, implementing process improvements will change our organization's structure. In the event job duties are eliminated as a result of process improvements or new technology, the Authority is committed to making its best efforts to provide continued employment for affected employees. These employees are expected to be partners with the Authority in developing new skills and performing new job duties.~~

~~(b) This policy is not intended to address the needs of employees with performance deficiencies or to apply to any reduction in workforce or realignment due to adverse economic conditions.~~

~~(Res. 2001-119. Passed 8-21-01.)~~

#### ~~642.12—TRANSITIONAL/ALTERNATIVE WORK.~~

~~(a) A transitional/alternative work placement program may be offered to all full-time employees who may become disabled during employment with the Authority. Transitional work is a temporary work task that fits the parameters of ability as determined by the employee's medical condition. Alternative work is the placement of a disabled employee in a new job classification due to permanent medical restrictions.~~

~~(b) The CEO/General Manager shall implement the necessary administrative procedures to carry out this policy.~~

~~(Res. 2002-96. Passed 5-21-02; Res. 2013-95. Passed 9-17-13.)~~

~~642.13 PRE-TERMINATION MEETING.~~

~~(a) In an effort to be fair and impartial when a non-probationary employee or an employee that has completed their orientation period is involved in misconduct that may result in termination, the employee may present information relative to the alleged misconduct at a pre-termination meeting. Management will hold this meeting prior to the issuance of any action that may result in termination.~~

~~(b) Please contact the Labor and Employees Relations Department if you have any questions on conducting a pre-termination meeting.  
(Res. 2001-119. Passed 8-21-01; Res. 2013-95. Passed 9-17-13.)~~

## AGENDA

### RTA AUDIT, SAFETY COMPLIANCE AND REAL ESTATE COMMITTEE

Tuesday, October 4, 2022

Committee Members: Mayor Paul A. Koomar, Chair  
Ms. Karen Gabriel Moss, Vice Chair  
Mr. Terence P. Joyce  
Ms. Valarie J. McCall  
Mayor David E. Weiss

- I. Roll Call
- II. Safety Update – Presentation on the 2022 update of the Public Transportation Agency Safety Plan (PTASP).  
  
Presenter(s):
  - Steve Peganoff, Director of Safety
- III. Executive Session Requested – To consider the purchase of property for public purposes or the sale of property at competitive bidding.
- IV. Adjourn






Greater Cleveland  
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Interoffice Memo

To: Rev. Charles P. Lucas, President  
and Members, Board of Trustees

From: India L. Birdsong Terry  
General Manager, Chief Executive Officer 

Date: September 29, 2022

Subject: Presentation on Safety Performance Targets

At the October 4, 2022 Audit, Safety Compliance and Real Estate Committee meeting, Steve Peganoff, Director of Safety will provide an update on the status of the Performance Targets contained in the GCRTA Public Transportation Agency Safety Plan.

Please call me if you have any questions or require additional information prior to Tuesday's meeting.

IBT/SP