



TRI DELTA TRANSIT

Board of Directors Meeting Agenda

Wednesday, October 22, 2025

Meeting Time:
4:00 pm

Location:
Eastern Contra Costa Transit Authority Boardroom
801 Wilbur Avenue, Antioch



BOARD OF DIRECTORS:

CITY OF ANTIOCH

Donald Freitas
Louie Rocha

CITY OF OAKLEY

Shannon Shaw
Anissa Williams

CONTRA COSTA COUNTY

Diane Burgis
Shanelle Scales-Preston

CITY OF BRENTWOOD

Susannah Meyer
Tony Oerlemans - Chair

CITY OF PITTSBURG

Dionne Adams - Vice Chair
Angelica Lopez

MEMBER-AT-LARGE

Merl Craft

PUBLIC COMMENT GUIDELINES:

- Public comments can be submitted via e-mail to CEO@trideltatransit.org.
- Comments received one hour prior to the meeting will be distributed to the members of the Board of Directors and summarized in the minutes.
- Persons requesting to address the ECCTA Board of Directors in person are requested to complete a Comment Request form and submit it to the clerk. If possible, please submit the form prior to the start of the meeting. At the appropriate time, the ECCTA chair will call on individuals to comment.
- During the public comment agenda item, the public is permitted to address the ECCTA Board of Directors on items that are on the consent calendar or items not on the agenda. Individuals may also make a request for future agenda items. No action or discussion may take place on any item not appearing on the posted agenda.
- If a person wishes to speak on a specific agenda item, the ECCTA chair will call on the individual when the agenda item is being discussed by the Board of Directors.
- Persons addressing the ECCTA Board of Directors are requested to limit their remarks to three (3) minutes unless an extension of time is granted by the chair, subject to approval of the ECCTA Board of Directors.

AGENDA, STAFF REPORT, AND DOCUMENT AVAILABILITY:

Copies of all staff reports and documents subject to disclosure that relate to each item of business referred to on the agenda are available for public inspection the Friday before each regularly scheduled Board of Director's meeting at ECCTA's front desk located at 801 Wilbur Avenue, Antioch, California. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board regarding any item on this agenda after the agenda has been distributed will also be made available for inspection at ECCTA's front desk at the above referenced address during regular business hours.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available in the ECCTA parking lot. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the CEO's Office at (925) 754-6622 or fax (925) 757-2530. Notification no fewer than 48 hours prior to the meeting will enable Tri Delta Transit to make reasonable arrangements to ensure accessibility to this meeting. {28 CFR 35.102-35, 104 ADA Title II} Please help us accommodate individuals with EI-MSD and refrain from wearing scented products to this meeting. Please turn off any electronic paging device or cell phone.

LIMITED ENGLISH PROFICIENCY (LEP):

Any person with Limited English Proficiency (LEP) who requires language assistance to communicate with the Tri Delta Transit Board of Directors during the meeting should contact the CEO's Office at (925) 754-6622 or fax (925) 757-2530. Notification no fewer than 48 hours prior to the meeting will enable Tri Delta Transit to make reasonable arrangements to assure language assistance for this meeting.

ANTICIPATED ACTION BY THE BOARD OF DIRECTORS:

The Board of Directors may take action on any item on the agenda, which action may consist of the recommended action, no action or a related action.

Board of Directors Meeting Agenda

Wednesday, October 22, 2025

Available Online: <https://trideltatransit.com/about/board-meetings-agendas/>

1. CALL TO ORDER Chair Tony Oerlemans

a. Roll Call

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

While public comments are encouraged and taken very seriously, State law prevents the Board of Directors from discussing items that are not on the meeting agenda. If appropriate, staff will follow up on public comments. Please see Public Comment Guidelines on the last page of this agenda.

4. CHAIR'S REPORT Chair Tony Oerlemans

5. CONSENT CALENDAR (ACTION ITEM):

(see attachment: tab #1)

- a.** Minutes of the Board of Directors meeting of September 24, 2025
- b.** Financial Report
- c.** Marketing and Customer Service Activities Report
- d.** Legislative Report

Requested Action: Approve items 5a, 5b, 5c, 5d

Board of Directors Meeting Agenda

Wednesday, October 22, 2025

Available Online: <https://trideltatransit.com/about/board-meetings-agendas/>

6. ACTION and DISCUSSION ITEMS

- a. **DISCUSSION ITEM:** Assembly Bill 394 Update (Wilson) – Strengthen Safety for Transit Operators and Riders

(see attachment: tab #2)

Requested Action: This is a discussion item only; no action is needed at this time.

- b. **DISCUSSION ITEM:** Senate Bill 63 (Wiener, Arreguin) – Connect Bay Area Act

(see attachment: tab #3)

Requested Action: This is a discussion item only; no action is needed at this time.

- c. **ACTION ITEM:** Bus Charger Purchase

(see attachment: tab #4)

Requested Action: Adopt Resolution #251022C authorizing the CEO to execute a contract with Gillig, through the CalACT-MBTA Vehicle Purchasing Cooperative, for the purchase of three electric bus charging stations, related equipment, and design services for installation specifications, in an amount not to exceed \$804,141, inclusive of a 10% contingency.

- d. **ACTION ITEM:** 2025 Agency Safety Plan

(see attachment: tab #5)

Requested Action: Approve Resolution #251022D approving Eastern Contra Costa Transit Authority's 2025 Public Transportation Agency Safety Plan.

7. CEO's REPORT: Rashidi Barnes

(see attachment: tab #6)

Board of Directors Meeting Agenda

Wednesday, October 22, 2025

Available Online: <https://trideltatransit.com/about/board-meetings-agendas/>

8. BOARD OF DIRECTORS COMMENTS

Under this item, Directors are limited to providing information, asking clarifying questions about matters not on the agenda, responding to public comment, referring matters to staff, or requesting a report be made at another meeting.

9. ADJOURN

Next Meeting: December 10, 2025, at 4:00 p.m., 801 Wilbur Avenue, Antioch, CA 94509.

TAB 1

Agenda Item #5

Consent Calendar (ACTION ITEM): Minutes, Financial Report,
Marketing Activities Report and Legislative Report

Board of Directors Meeting

Wednesday October 22, 2025

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

EASTERN CONTRA COSTA TRANSIT AUTHORITY
Antioch - Brentwood - Pittsburg - Oakley and Contra Costa County

MINUTES

September 24, 2025

The Eastern Contra Costa Transit Authority (ECCTA) meeting was called to order in the ECCTA Board Room, 801 Wilbur Avenue, Antioch, California by Chair Oerlemans at 4:00 P.M.

ROLL CALL / CALL TO ORDER

BOARD MEMBERS

PRESENT: Diane Burgis (County); Donald Freitas (Antioch); Susannah Meyer (Brentwood); Louie Rocha (Antioch); Shanelle Scales-Preston (County); Shannon Shaw (Oakley); Anissa Williams (Oakley); Tony Oerlemans (Brentwood)

ABSENT: Dionne Adams (Pittsburg); Merl Craft (Member-At-Large); Angelica Lopez (Pittsburg)

STAFF PRESENT: Rashidi Barnes, Chief Executive Officer (CEO)
Toan Tran, Chief Operations Officer (COO)
Eli Flushman, General Counsel
Rosanna Dominguez, Executive Assistant
Leeann Lorono, Manager of Customer Service and Marketing
Paul Rodrigues, Director of Finance and Accounting
Agustin Diaz, Manager of Planning and Grants
Maceo Wiggins, Compliance Manager
Megan Howell, Customer Service and Marketing Associate
Rohit Bhan, Facilities Worker
Mike Gonsalves, Parts Supervisor
Moises Trejo, Maintenance Manager
Will Omaque, Maintenance Supervisor

OTHERS

PRESENT: Benjamin Trejo, Transdev Safety Manager
Myeisha Williams, Transdev General Manager
Bob Harrison, Member of the Public
Chris Lee, Politico

PLEDGE OF ALLEGIANCE

Chair Oerlemans led the Pledge of Allegiance.

PUBLIC COMMENT

There was no public comment.

CHAIR'S REPORT

Chair Oerlemans gave a report on the 2025 APTA Transform Conference he attended.

CONSENT CALENDAR

On motion by Director Scales-Preston, seconded by Director Shaw, ECCTA Board members adopted the Consent Calendar below, which was carried by the following vote:

- A. Minutes of the Board of Directors meeting of August 27, 2025
- B. Marketing and Customer Service Activities Report
- C. Legislative Report

AYES: Burgis, Freitas, Meyer, Lopez, Rocha, Scales-Preston, Shaw, Williams

NOES: None

ABSTAIN: None

ABSENT: Adams, Craft, Lopez

CHIEF EXECUTIVE OFFICER'S REPORT

- A. Operations Report

Chief Executive Officer Rashidi Barnes provided a report on SB-63. Mr. Barnes provided an update on the bill's status and reviewed the new accountability measures that have been included. The Senate and Assembly both voted on the bill, and it was approved to move forward.

Mr. Barnes announced the visit by the Pittsburg Police Department to perform a training session with our buses and on the property. Mr. Barnes also congratulated former CEO Jeanne Krieg on being a recipient of the APTA Lifetime Achievement Award during the APTA Transform Conference 2025.

ACTION ITEM AND DISCUSSION ITEMS

- A. Bus Charger Purchase

This item was moved to the next Board meeting.

B. Service Change Update

Toan Tran, Chief Operating Officer, presented data on ridership, customer feedback, and an overview of potential further improvements to be considered following the implementation of this service change, effective August 10, 2025. Mr. Tran provided a recap of the purpose of this change and the focus of streamlining the service. Overall, it was demonstrated that the service has increased ridership on fixed routes by 11.7% and a 10.6% increase for Tri MyRide during the first six weeks. All feedback received is being reviewed to determine if any improvements can be made or are necessary. The collective effort by the team helped make the transition successful before the service change date. At the request of the Board of Directors, additional data on the number of service gap complaints, including locations, should be reviewed.

BOARD OF DIRECTORS COMMENT

Director Scales-Preston
Director Rocha
Director Shaw
Director Freitas

ADJOURNMENT

The meeting of the Eastern Contra Costa Transit Authority adjourned at 4:29 p.m. until October 22, 2025, at 4:00 p.m. in the ECCTA Administrative Facility, 801 Wilbur Ave, Antioch, California.

Respectfully submitted,

Rosanna Dominguez

Executive Assistant

Income Statement - Comparison to Annual Adopted Budget

< July 1, 2025 through September 30, 2025 >

(unaudited)

	FY 25 YTD Actual			FY26 Adopted Budget			YTD % of FY 25 Budget		
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR
OPERATING REVENUES									
Passenger Fares	\$ 363,438	\$ 217,154	\$ 146,284	\$ 2,153,356	\$ 1,098,211	\$ 1,055,144	17%	20%	14%
Other Income	\$ 105,091	\$ 105,091	\$ -	\$ 100,000	\$ 100,000	\$ -	105%	105%	
Total Operating Revenues:	\$ 468,529	\$ 322,245	\$ 146,284	\$ 2,253,356	\$ 1,198,211	\$ 1,055,144	21%	27%	14%
NON-OPERATING REVENUES									
Federal Funds	\$ -	\$ -	\$ -	\$ 1,095,783	\$ -	\$ 1,095,783			
State Funds	\$ 2,732,259	\$ 2,181,024	\$ 551,235	\$ 26,387,095	\$ 19,629,635	\$ 6,757,460	10%	11%	8%
Local Funds	\$ 73,885	\$ -	\$ 73,885	\$ 3,342,533	\$ 1,277,605	\$ 2,064,928	2%		4%
Inter-Operator Agreements (Bart Feeder)	\$ -	\$ -	\$ -	\$ 2,608,847	\$ 2,608,847	\$ -			n/a
Interest & Other Misc Income	\$ 41,661	\$ 34,583	\$ 7,078	\$ 76,745	\$ 61,396	\$ 15,349	54%	56%	46%
Total Non-operating Revenues:	\$ 2,847,805	\$ 2,215,607	\$ 632,198	\$ 33,511,004	\$ 23,577,483	\$ 9,933,520	8%	9%	6%
Total Revenues:	\$ 3,316,333	\$ 2,537,852	\$ 778,481	\$ 35,764,359	\$ 24,775,695	\$ 10,988,664	9%	10%	7%
OPERATING EXPENSES									
Purchased Transportation	\$ 3,658,804	\$ 2,203,933	\$ 1,454,871	\$ 21,904,858	\$ 13,856,003	\$ 8,048,855	17%	16%	18%
Materials and Supplies	\$ 1,137,992	\$ 930,387	\$ 207,605	\$ 4,425,783	\$ 3,604,645	\$ 821,138	26%	26%	25%
Salaries & Benefits	\$ 1,450,336	\$ 1,126,438	\$ 323,898	\$ 6,349,603	\$ 5,027,923	\$ 1,321,680	23%	22%	25%
Services	\$ 274,703	\$ 172,540	\$ 102,163	\$ 1,499,535	\$ 1,100,245	\$ 399,290	18%	16%	26%
Casualty and liability insurance	\$ 84,623	\$ 69,583	\$ 15,040	\$ 484,630	\$ 401,310	\$ 83,320	17%	17%	18%
Utilities	\$ 69,551	\$ 55,507	\$ 14,044	\$ 389,500	\$ 313,488	\$ 76,012	18%	18%	18%
Other (Dues, Travel, Taxes, and Other)	\$ 139,825	\$ 85,704	\$ 54,120	\$ 710,450	\$ 472,082	\$ 238,368	20%	18%	23%
Total Operating Expenses:	\$ 6,815,834	\$ 4,644,092	\$ 2,171,742	\$ 35,764,359	\$ 24,775,695	\$ 10,988,664	19%	19%	20%
EXCESS REV/(EXP)	\$ (3,499,501)	\$ (2,106,240)	\$ (1,393,261)	n/a	n/a	n/a			

Staff Report to ECCTA Board of Directors

Meeting Date: October 22, 2025

Agenda Item: Marketing/Communications Activities – Agenda Item #5c

Lead Staff: Leeann Loroño, Manager of Customer Service and Marketing

Approved: Rashidi Barnes, Chief Executive Officer



Tri Delta Transit strives to provide top notch service to our customers and the community, as well as communicate the pivotal role Tri Delta Transit plays. Here are some projects Marketing has been working on.



Honoring CX Day – October 7, 2025

CX is a process that focuses on customer experience from the beginning to end of a rider's travel. In larger agencies, they have a designated department. At Tri Delta Transit we are proud that every employee is a part of a rider's experience. That means the Board of Directors too. Thank you to all staff and Directors for all you do for the communities we serve.



Surveys

Tri Delta Transit strives to have a great customer experience too, so we're launching two surveys to get more information from our riders on their travel patterns.

- Gentrytown Survey
- General Rider Survey

We'll share the general rider survey with you, in hopes that you can spread the word.

Agenda Item #5c

*Eastern Contra Costa Transit Authority
Board of Directors Meeting
October 22, 2025*



Art due Nov. 17th!

Schedule Cover Contest

Tri Delta Transit is proud to serve our communities, so for the January 11, 2026 schedule we're having a cover art contest so that riders and residents can tell us what Tri Delta Transit means to them.

The contest is open to students attending a school in our service area from middle school to college. We hope to have your support in spreading the word for this contest too.



Tri Delta Transit Out and About

Tri Delta Transit continues to be out and about. Here are some places we've been recently:

- Big Truck Event, Antioch September 18th

Ongoing Projects:



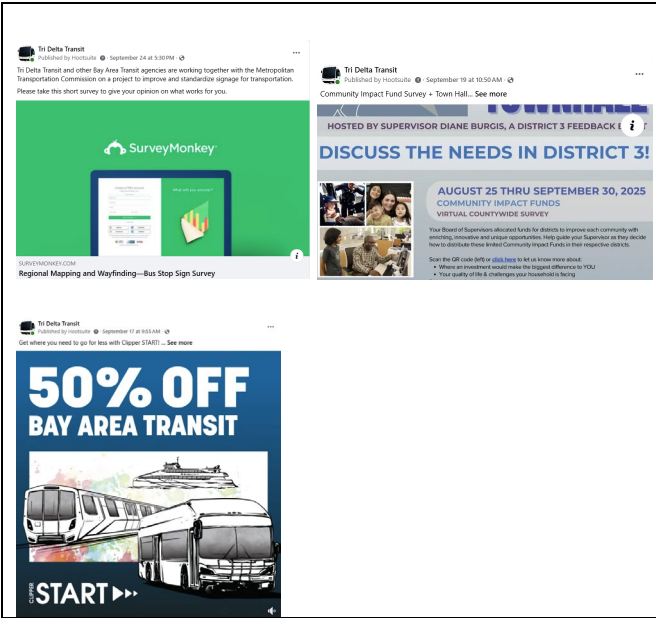
Transit Takes You Places

Riders are encouraged to take public transportation to get to and from events safely.

With the assistance of our City of Antioch intern, Owi, riders were encouraged to take transit to the following events (some not shown here):

- Food Truck Thursdays, Antioch
- Oktoberfest Market & Oktoberfest, Brentwood
- Concerts in the Park, Oakley
- Friends of Library Book Sale, Oakley
- Pittsburg Coastal Clean Up
- Heart of Oakley Festival
- Stand Down, Delta Veterans Group

Agenda Item #5c
*Eastern Contra Costa Transit Authority
 Board of Directors Meeting
 October 22, 2025*



Collaboration

This month the following was posted in collaboration with Bay Area Transit Agencies:

- MTC Survey Mapping and Wayfinding
- Community Impact Fund Survey
- Clipper START new campaign
- BART Equipment Problem communication

SOCIAL MEDIA ANALYTICS

Following please find a brief summary of metrics for the Tri Delta Transit social media accounts.

MAIN ACCOUNTS	MONTHS			
Followers	JUNE 2025	JULY 2025	AUGUST 2025	SEPTEMBER 2025
Facebook	1.4K	1.4K still!	1.4K	1.4k
Instagram	1,101	1,114	1,117	1,124
LinkedIn	701	721	733	768
BlueSky	32	35	37	43

ALERT ACCOUNTS	MONTHS			
Followers	JUNE 2025	JULY 2025	AUGUST 2025	SEPTEMBER 2025
Facebook	92	99	101!	105
Instagram	92	97	99	105!!

Please let us know if you have any questions or need further information about any of these materials.

Agenda Item #5c
Eastern Contra Costa Transit Authority
Board of Directors Meeting
October 22, 2025



October 14, 2025

To: Rashidi Barnes, Chief Executive Officer, Eastern Contra Costa Transit Authority

From: Chris Lee, Partner, Politico Group

Re: October Legislative, Budget & Administrative Updates

Politico Group is pleased to provide the following report to Tri Delta Transit on recent legislative advocacy and other legislative and administrative updates.

Legislative Updates

Governor Newsom completed action on bills approved by the Legislature on October 13. Because of the extra session day, the Governor also had an extra day to consider bills passed by the Legislature before it adjourned for its interim recess on Saturday, September 13. Key actions by the Governor include signing a six-bill climate and energy package, which extended the state's renamed "Cap-and-Invest" program to reduce greenhouse gas emissions and invest auction funding that accelerate emissions reductions to meet a 2045 net-zero GHG emissions goal. Tri Delta joined with the California Transit Association and other operators to successfully advocate for the inclusion of ongoing, predictable funding for the Low Carbon Transit Operations Program (LCTOP) and the Transit and Intercity Rail Capital Program (TIRCP) as part of the Cap-and-Invest extension.

During the last week of his signing period, the Governor signed both bills that Politico Group worked with Tri Delta to support in 2025: SB 63 (Wiener & Arreguín), the "Connect Bay Area Act," and Assembly Transportation Committee Chair Wilson's transit operator and rider safety measure, AB 394. A full list of bills we are tracking is attached to this report. Bills with active positions are listed here:

Active Bills – Eastern Contra Costa Transit Authority			
Measure	Topic	Status	Position
AB 394 (Wilson)	Public transportation providers: operator and rider safety	Signed by Governor	Support
SB 63 (Wiener & Arreguín)	San Francisco Bay Area: local revenue measure: transportation funding	Signed by Governor	Support

Governor Signs SB 63: The Connect Bay Area Act

Following approval by the Senate on a 29-8 vote and the Assembly on a 46-20 vote during the final days of the legislative session, Governor Newsom signed SB 63 (Wiener & Arreguín) related to a 2026 Bay Area transit funding measure on October 13—the last day he could sign and veto legislation. The bill officially becomes law on January 1, 2026.

In a signing message related to SB 63 and three other bills making statutory changes to local transportation tax measures, the Governor touted recent state investments in transit, including the extension of "Cap-and-Invest" funding for transit operations and capital. The Governor also stressed

that these “extraordinary levels of [state] support demand extraordinary results.” He argued that “the public's willingness to support repeated taxes cannot be assumed. Some transit systems fail to adequately demonstrate stewardship, accountability, and innovation. As such, the transit systems supported by these bills bear the responsibility of showing how the additional revenues, if approved by voters, will produce tangible outcomes and measurable results.”

“Not long ago, BART and Muni were among the nation's leading transit systems, demonstrating what is possible when performance meets expectations. The pandemic brought unprecedented disruptions, and our focus is now on resilience and strengthening transit statewide. This is especially true in the Bay Area, where decades of local investment have built one of the nation's largest networks, vital to California's economy, workforce, and climate goals. Meeting this moment requires us not just to match past performance, but to adapt and grow beyond it — with clear priorities, strong oversight, and a commitment to innovation.”

Governor Signs Cap-and-Trade Extension Bills

On September 19, Governor Newsom signed a last-minute, six-bill energy and climate package negotiated behind closed doors and approved on the final day of the legislative session. The deal included an extension of the state's Cap-and-Trade program (renamed “Cap-and-Invest”) for another 15 years, from 2030 through 2045. The program, which requires the California Air Resources Board (CARB) to develop a market-based emissions program that requires large emitters to purchase allowances for greenhouse gas (GHG) emissions, has been a cornerstone of California's climate policy since 2013.

The deal, along with related action on the state budget, protects one-time and ongoing funding for High-Speed Rail, transit operations expenses and capital projects, as well as other investments in affordable housing, wildfire prevention, and safe drinking water. The two key “Cap-and-Invest” bills are:

- [AB 1207](#) (Irwin): Cap-and-Invest extension and program changes
- [SB 840](#) (McGuire and Limón): Cap-and-Invest auction proceeds expenditure plan

SB 840 includes the following ongoing investments from Cap-and-Invest auction proceeds beginning in 2026-27:

- First Priority:
 - Backfill of manufacturing, research and development sales tax exemption – actual cost (\$152.7 million in calendar year 2024)
 - CalFIRE operations – \$90 million
 - Legislative Counsel Climate Bureau – \$3 million
- Second Priority:
 - High-Speed Rail – \$1 billion
 - Legislative priorities (to be negotiated during the budget process) – \$1 billion
- Third Priority:
 - Affordable Housing and Sustainable Communities Program – \$800 million
 - Transit and Intercity Rail Capital Program – \$400 million
 - Community Air Protection Programs – \$250 million
 - Low Carbon Transit Operations Program – \$200 million
 - Wildfire Prevention and Forest Health – \$200 million

- Safe and Affordable Drinking Water Program – \$130 million
- Any remaining funding would be allocated by the Legislature through the budget process.

For 2026-27, the following items are included in the \$1 billion allocated pursuant to legislative priorities. The remaining funding will be allocated in the FY 2026-27 budget process:

- Transit fare-free and reduced-fee programs – \$125 million
- Climate-focused technological innovation, related research, and the deployment of climate solutions identified in the scoping plan (CARB’s plan to meet GHG reduction goals) – \$ 85 million
- University of California Climate Research Center – \$25 million
- Rebuilding Topanga Park – \$15 million

Senate Sets Date for Leadership Transition

On Friday, September 12, the Senate voted for Senate President Pro Tempore-Elect Monique Limón (D-Santa Barbara) to formally assume take over the leadership role from Pro Tem McGuire effective November 17. As is typical after a leadership shake-up, the incoming Pro Tem is likely to appoint new leadership for numerous committees. Previously rumored appointments from last summer include Senator Laura Richardson (D-Los Angeles) as majority leader, Senator Christopher Cabaldon (D-Yolo) as Budget chair, Senator Angelique Ashby (D-Sacramento) as Appropriations chair, and Senator Akilah Weber-Pierson (D-San Diego) as Health chair.

Brown Act Remote Meeting Flexibility Legislation Signed

Governor Newsom signed SB 707 by Senate Local Government Committee Chair Durazo (D-Los Angeles). This bill extends until 2030 “just cause” flexibilities for members of Brown Act bodies to participate remotely, as well the ability of advisory committees to meet remotely without requiring an in-person quorum. In addition to the prior new requirements related to language access, the final amendments to SB 707 add provisions requiring districts and local governments in large jurisdictions to adopt specified policies on how meetings will proceed when there is an outage of virtual teleconferencing technology during a meeting.

Administrative Update

Transit Transformation Task Force Releases Working Draft Report

SB 125 (Committee on Budget, 2023) required the California State Transportation Agency (CalSTA) to establish and convene the Transit Transformation Task Force on or before January 1, 2024, and include representatives from the department, various local agencies, academic institutions, nongovernmental organizations, and other stakeholders. The task force includes Tri Delta’s CEO, among other transit agency representatives.

CalSTA, in consultation with the task force, is required to prepare and submit a report of findings and policy recommendations based on the task force’s efforts to the appropriate policy and fiscal committees of the Legislature on or before October 31, 2025. The report must include a detailed analysis of specified issues and recommendations on specified topics, including, among others, reforming the Transportation Development Act.

In advance of the task force’s deadline for a final report, the most recent meeting agenda included

“working draft” report recommendations. The draft includes discussion of recent California transit trends and challenges, and the following guiding principles, which will be the basis of the report’s strategies and recommendations:

- Transit should be operationally and financially sustainable.
- Safety is fundamental.
- Provide fast, reliable, connected, and convenient transit services.
- Provide transit that is accessible and easy to use for all.
- Develop high quality public transit systems to support complete communities.

Politico Group will provide a summary of the reports analysis, including strategies and recommendations, when the final report is presented to the Legislature later this month.

Attachment

Tri Delta Transit Legislative Tracking Report

Tri Delta Transit Legislative Report

Tuesday, October 14, 2025

[AB 33](#)

([Aguiar-Curry D](#)) Autonomous vehicles.

Current Text: Amended: 6/30/2025 [html](#) [pdf](#)

Introduced: 12/2/2024

Last Amend: 6/30/2025

Status: 9/11/2025-Failed Deadline pursuant to Rule 61(a)(14). (Last location was INACTIVE FILE on 9/9/2025)(May be acted upon Jan 2026)

Is Fiscal: Y

Location: 9/11/2025-S. 2 YEAR

Summary: Would prohibit the delivery of commercial goods, as defined, directly to a residence or to a business for its use or retail sale through the operation of an autonomous vehicle without a human safety operator on any highway within the State of California. The bill would make a first violation of this provision subject to a \$10,000 administrative fine and a \$25,000 administrative fine for subsequent violations. The bill would authorize the department to suspend or revoke the permit of an autonomous vehicle manufacturer for repeated violations of this provision.

Position

Watch

[AB 35](#)

([Alvarez D](#)) California Environmental Quality Act: clean hydrogen transportation projects.

Current Text: Amended: 4/21/2025 [html](#) [pdf](#)

Introduced: 12/2/2024

Last Amend: 4/21/2025

Status: 5/1/2025-Failed Deadline pursuant to Rule 61(a)(2). (Last location was NAT. RES. on 2/18/2025)(May be acted upon Jan 2026)

Is Fiscal: Y

Location: 5/1/2025-A. 2 YEAR

Summary: The California Environmental Quality Act (CEQA) requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. This bill would provide for limited CEQA review of an application for a discretionary permit or authorization for a clean hydrogen transportation project, as defined, by requiring the application to be reviewed through a clean hydrogen environmental assessment, unless otherwise requested by the applicant, as prescribed. The bill would, except as provided, require the lead agency to determine whether to approve the clean hydrogen environmental assessment and issue a discretionary permit or authorization for the project no later than 270 days after the application for the project is deemed complete. By imposing new duties on a lead agency, this bill would create a state-mandated local program. The bill would repeal these provisions on January 1, 2036. This bill contains other related provisions and other existing laws.

Position

Watch

[AB 259](#)

([Rubio, Blanca D](#)) Open meetings: local agencies: teleconferences.

Current Text: Amended: 4/21/2025 [html](#) [pdf](#)

Introduced: 1/16/2025

Last Amend: 4/21/2025

Status: 7/17/2025-Failed Deadline pursuant to Rule 61(a)(10). (Last location was JUD. on 5/14/2025) (May be acted upon Jan 2026)

Is Fiscal: N

Location: 7/17/2025-S. 2 YEAR

Summary: The Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. Current law, until January 1, 2026, authorizes the legislative body of a local agency to use alternative teleconferencing if, during the teleconference meeting, at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda that is open to the public and situated within the boundaries of the territory over which the local agency exercises jurisdiction, and the legislative body complies with prescribed requirements. Current law requires a member to satisfy specified requirements to participate in a meeting remotely pursuant to these alternative teleconferencing provisions, including that specified circumstances apply. Current law establishes limits on the number of meetings a member may participate in solely by teleconference from a remote location pursuant to these alternative teleconferencing provisions, including prohibiting such participation for more than 2 meetings per year if the legislative body regularly meets once per month or less. This bill would extend the alternative teleconferencing procedures until January 1, 2030.

Position

Watch

AB 810

(Irwin D) Local government: internet websites and email addresses.

Current Text: Amended: 4/10/2025 [html](#) [pdf](#)

Introduced: 2/19/2025

Last Amend: 4/10/2025

Status: 5/23/2025-Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. SUSPENSE FILE on 5/7/2025)(May be acted upon Jan 2026)

Is Fiscal: Y

Location: 5/23/2025-A. 2 YEAR

Summary: Current law requires that a local agency that maintains an internet website for use by the public to ensure that the internet website uses a ".gov" top-level domain or a ".ca.gov" second-level domain no later than January 1, 2029. Current law requires that a local agency that maintains public email addresses to ensure that each email address provided to its employees uses a ".gov" domain name or a ".ca.gov" domain name no later than January 1, 2029. Current law defines "local agency" for these purposes as a city, county, or city and county. This bill would recast these provisions by instead requiring a city, county, or city and county to comply with the above-described domain requirements and by deleting the term "local agency" from the above-described provisions. The bill would also require a special district, joint powers authority, or other political subdivision to comply with similar domain requirements no later than January 1, 2031.

Position

Watch

SB 239

(Arreguin D) Open meetings: teleconferencing: subsidiary body.

Current Text: Amended: 4/7/2025 [html](#) [pdf](#)

Introduced: 1/30/2025

Last Amend: 4/7/2025

Status: 6/5/2025-Failed Deadline pursuant to Rule 61(a)(8). (Last location was INACTIVE FILE on 6/3/2025)(May be acted upon Jan 2026)

Is Fiscal: N

Location: 6/5/2025-S. 2 YEAR

Summary: The Ralph M. Brown Act requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. The act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Current law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as specified. Current law, until January 1, 2026, authorizes specified neighborhood city councils to use alternate teleconferencing provisions related to notice, agenda, and public participation, as prescribed, if, among other requirements, the city council has adopted an authorizing resolution and 2/3 of the neighborhood city council votes to use alternate teleconference provisions, as specified This bill would authorize a subsidiary body, as defined, to use alternative teleconferencing provisions and would impose requirements for notice, agenda, and public participation, as prescribed. The bill would require the subsidiary body to post the agenda at each physical meeting location designated by the subsidiary body, as specified. The bill would require the members of the subsidiary body to visibly appear on camera during the open portion of a meeting that is publicly accessible via the internet or other online platform, as specified.

Position

Watch

Total Measures: 5

Total Tracking Forms: 5

TAB 2

Agenda Item #6a

DISCUSSION ITEM: Assembly Bill 394 Update (Wilson) –
Strengthen Safety for Transit Operators and Riders

Board of Directors Meeting

Wednesday October 22, 2025

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: October 22, 2025

Agenda Item: Assembly Bill 394 Update (Wilson) – Strengthen Safety for Transit Operators and Riders - Agenda Item #6a

Lead Staff: Rashidi Barnes, Chief Executive Officer

Approved: Rashidi Barnes, Chief Executive Officer

Background

Assembly Bill 394 (AB 394) – Public Transit Operator and Rider Safety is a bill advanced by Assemblymember Lori Wilson that clarifies and strengthens existing laws that protect transit workers and riders. This bill was introduced in February 2025 and was signed by Governor Newsom on October 1, 2025. On May 22, 2025, the Tri Delta Transit Board of Directors adopted resolution #250528C adopting a “support” position for AB 394.

Discussion

This bill would both expand the scope of current battery crimes against transit operators and create the ability for the courts to enforce prohibition orders barring reentry onto public transit upon a conviction. This creates a new crime, violation of a prohibition order. AB 394 defines this violation of a prohibition order as a misdemeanor offense.

AB 394 also expands the definition of trespassing, the definition of “transit-related property,” and the definition of transit workers to include all employees and contractors of a public transit agency.

Both of these changes are consistent with the policy objectives of ECCTA and our recently adopted rider code of conduct.

Financial Impact

None

Requested Action

This is a discussion item only; no action is needed at this time.

Attachment

1. Letter of Support for Assembly Bill 394 - Public Transit Operator and Rider Safety
2. AB 394



May 28, 2025

The Honorable Lori Wilson
California Assembly
1021 O Street, Room 8110
Sacramento, CA 95814

**RE: AB 394 (Wilson) Public Transit Operator and Rider Safety
As amended on April 23, 2025 – Support**

Dear Assemblymember Wilson,

On behalf of Eastern Contra Costa Transit Authority, known as Tri Delta Transit, I am writing in **SUPPORT** of your **Assembly Bill 394**, which will enhance the safety and security of California's public transportation systems by strengthening protections for transit operators and employees.

Tri Delta Transit provides approximately two million trips annually to a population of roughly 315,000 residents over the 225 square miles and seven cities of eastern Contra Costa County. We are an essential organization for all, especially the disadvantaged communities that largely populate some of the cities we serve. Tri Delta Transit is an integral part of the communities we serve, providing fixed route, microtransit, and senior/ADA paratransit services. We are proud to provide approximately 260 jobs to people who largely live locally. In turn, our workforce puts dollars back into their immediate community, creating a healthy, growing place to live and work.

Strengthening protections is of critical importance, since transit employees frequently face threats of violence. These incidents have skyrocketed over the past several years, which directly impacts transit operations and has contributed heavily to both employee shortages, declining ridership levels, and to increased anxiety among riders. AB 394 promotes safer transit environments for both riders and workers in two keys ways. First, the bill expands the existing law (Penal Code Section 243.3) to protect *all* transit employees against battery. Second, AB 394 clarifies that a transit agency may seek a temporary restraining order against a perpetrator for a violation of Penal Code Section 243.3, and that the restraining order shall apply across the entirety of the transit system where the offense occurred. This is a commonsense change that will keep employees and passengers safe.

Both workers and passengers deserve to be treated with respect and to be safe from harm. For these reasons, we strongly support AB 394. Thank you for authoring this important legislation. Please contact me at rbarnes@eccta.org, 1-925-757-2530, should you have any questions about our position.

Respectfully,

Rashidi Barnes
Chief Executive Officer
Eastern Contra Costa Transit Authority



Cc: The Honorable Christopher Cabaldon, California State Senate
The Honorable Tim Grayson, California State Senate
The Honorable Anamarie Ávila-Farías, California State Assembly



AB-394 Public transportation providers. (2025-2026)

As Amends the Law Today

SECTION 1. Section 527.8 of the Code of Civil Procedure is amended to read:

527.8. (a) Any employer or collective bargaining representative of an employee who has suffered harassment, unlawful violence, or a credible threat of violence from any individual, that can reasonably be construed to be carried out or to have been carried out at the workplace, may seek a temporary restraining order and an order after hearing on behalf of the employee and, at the discretion of the court, any number of other employees at the workplace, and, if appropriate, other employees at other workplaces of the employer. For purposes of this section only, a person may bring a petition for a temporary restraining order and an order after hearing on behalf of an employee as their collective bargaining representative only if the person serves as a collective bargaining representative for that employee in employment or labor matters at the employee's workplace.

(b) For purposes of this section:

(1) "Course of conduct" is a pattern of conduct composed of a series of acts over a period of time, however short, evidencing a continuity of purpose, including following or stalking an employee to or from the place of work; entering the workplace; following an employee during hours of employment; making telephone calls to an employee; or sending correspondence to an employee by any means, including, but not limited to, the use of the public or private mails, interoffice mail, facsimile, or computer email.

(2) "Credible threat of violence" is a knowing and willful statement or course of conduct that would place a reasonable person in fear for their safety, or the safety of their immediate family, and that serves no legitimate purpose.

(3) "Employer" and "employee" mean persons defined in Section 350 of the Labor Code. "Employer" also includes a federal agency, the state, a state agency, a city, county, or district, *a joint powers authority, or a public transit operator, whether operated directly by a public entity or through a contract or subcontract*, and a private, public, or quasi-public corporation, or any public agency thereof or therein. "Employee" also includes the members of boards of directors of private, public, and quasi-public corporations and elected and appointed public officers. For purposes of this section only, "employee" also includes a volunteer or independent contractor who performs services for the employer at the employer's worksite. *The changes made to this paragraph during the 2025-26 Regular Session are declaratory of existing law.*

(4) "Harassment" is a knowing and willful course of conduct directed at a specific person that seriously alarms, annoys, or harasses the person, and that serves no legitimate purpose. The course of conduct must be that which would cause a reasonable person to suffer substantial emotional distress, and must actually cause substantial emotional distress.

(5) "Petitioner" means the employer or collective bargaining representative that petitions under subdivision (a) for a temporary restraining order and order after hearing.

(6) "Respondent" means the person against whom the temporary restraining order and order after hearing are sought and, if the petition is granted, the restrained person.

(7) "Temporary restraining order" and "order after hearing" mean orders that include any of the following restraining orders, whether issued ex parte or after notice and hearing:

(A) An order enjoining a party from harassing, intimidating, molesting, attacking, striking, stalking, threatening, sexually assaulting, battering, abusing, telephoning, including, but not limited to, making annoying telephone calls as described in Section 653m of the Penal Code, destroying personal property, contacting, either directly or indirectly, by mail or otherwise, or coming within a specified distance of, or disturbing the peace of, the employee.

(B) An order enjoining a party from specified behavior that the court determines is necessary to effectuate orders described in subparagraph (A).

(8) "Unlawful violence" is any assault or battery, or stalking as prohibited in Section 646.9 of the Penal Code, *or any violation of Section 243.3 of the Penal Code*, but shall not include lawful acts of self-defense or defense of others. *The changes made to this paragraph during the 2025–26 Regular Session are declaratory of existing law.*

(c) This section does not permit a court to issue a temporary restraining order or order after hearing prohibiting speech or other activities that are constitutionally protected, protected by the National Labor Relations Act (29 U.S.C. Sec. 151 et seq.), protected by Chapter 11.5 (commencing with Section 3555) of Division 4 of Title 1 of the Government Code, or otherwise protected by Section 527.3 or any other provision of law.

(d) In the discretion of the court, on a showing of good cause, a temporary restraining order or order after hearing issued under this section may include other named family or household members, or other persons employed at the employee's workplace or workplaces.

(e) Before filing a petition under this section, an employer or collective bargaining representative of an employee shall provide the employee who has suffered harassment, unlawful violence, or a credible threat of violence from any individual, an opportunity to decline to be named in the temporary restraining order. An employee's request to not be named in the temporary restraining order shall not prohibit an employer or collective bargaining representative from seeking a temporary restraining order on behalf of other employees at the workplace, and, if appropriate, other employees at other workplaces of the employer.

(f) (1) Upon filing a petition under this section, the petitioner may obtain a temporary restraining order in accordance with subdivision (a) of Section 527, if the petitioner also files a declaration that, to the satisfaction of the court, shows one of the following:

(A) Reasonable proof that an employee has suffered unlawful violence or a credible threat of violence by the respondent, and that great or irreparable harm would result to an employee.

(B) Clear and convincing evidence of all of the following:

(i) That an employee has suffered harassment by the respondent.

(ii) That great or irreparable harm would result to an employee.

(iii) That the course of conduct at issue served no legitimate purpose.

(iv) That the issuance of the order is not prohibited by subdivision (c).

(2) The temporary restraining order may include any of the protective orders described in paragraph (7) of subdivision (b).

(g) A request for the issuance of a temporary restraining order without notice under this section shall be granted or denied on the same day that the petition is submitted to the court, unless the petition is filed too late in the day to permit effective review, in which case the order shall be granted or denied on the next day of judicial business in sufficient time for the order to be filed that day with the clerk of the court.

(h) A temporary restraining order granted under this section shall remain in effect, at the court's discretion, for a period not to exceed 21 days, or if the court extends the time for hearing under subdivision (i), not to exceed 25 days, unless otherwise modified or terminated by the court.

(i) Within 21 days, or if good cause appears to the court, 25 days from the date that a petition for a temporary order is granted or denied, a hearing shall be held on the petition. If no request for temporary orders is made, the hearing shall be held within 21 days, or, if good cause appears to the court, 25 days, from the date that the petition is filed.

(j) The respondent may file a response that explains, excuses, justifies, or denies the alleged harassment, unlawful violence, or credible threats of violence.

(k) At the hearing, the judge shall receive any testimony that is relevant and may make an independent inquiry. Moreover, if the respondent is currently employed by the employer of the employee, as described in subdivision (a), the judge shall receive evidence concerning the employer's decision to retain, terminate, or otherwise discipline the respondent. If the judge finds by clear and convincing evidence that the respondent engaged in harassment, engaged in unlawful violence, or made a credible threat of violence, an order shall issue prohibiting further harassment, unlawful violence, or threats of violence.

(l) (1) In the discretion of the court, an order issued after notice and hearing under this section may have a duration of not more than three years, subject to termination or modification by further order of the court either on written stipulation filed with the court or on the motion of a party. These orders may be renewed, upon the request of a party, for a duration of not more than three years, without a showing of any further harassment, unlawful violence, or credible threats of violence since the issuance of the original order, subject to termination or modification by further order of the court either on written stipulation filed with the court or on the motion of a party. The request for renewal may be brought at any time within the three months before the expiration of the order.

(2) The failure to state the expiration date on the face of the form creates an order with a duration of three years from the date of issuance.

(3) If an action is filed for the purpose of terminating or modifying a protective order prior to the expiration date specified in the order by a party other than the protected party, the party who is protected by the order shall be given notice, pursuant to subdivision (b) of Section 1005, of the proceeding by personal service or, if the protected party has satisfied the requirements of Chapter 3.1 (commencing with Section 6205) of Division 7 of Title 1 of the Government Code, by service on the Secretary of State. If the party who is protected by the order cannot be notified prior to the hearing for modification or termination of the protective order, the court shall deny the motion to modify or terminate the order without prejudice or continue the hearing until the party who is protected can be properly noticed and may, upon a showing of good cause, specify another method for service of process that is reasonably designed to afford actual notice to the protected party. The protected party may waive their right to notice if they are physically present in court and does not challenge the sufficiency of the notice.

(m) This section does not preclude any party from representation by private counsel or from appearing on the party's own behalf.

(n) Upon filing of a petition under this section, the respondent shall be personally served with a copy of the petition, temporary restraining order, if any, and notice of hearing of the petition. Service shall be made at least five days before the hearing. The court may, for good cause, on motion of the petitioner or on its own motion, shorten the time for service on the respondent.

(o) A notice of hearing under this section shall notify the respondent that, if they do not attend the hearing, the court may make orders against them that could last up to three years.

(p) The respondent shall be entitled, as a matter of course, to one continuance, for a reasonable period, to respond to the petition.

(q) (1) Any party may request a continuance of the hearing, which the court shall grant on a showing of good cause. The request may be made in writing before or at the hearing or orally at the hearing. The court may also grant a continuance on its own motion.

(2) If the court grants a continuance, any temporary restraining order that has been granted shall remain in effect until the end of the continued hearing, unless otherwise ordered by the court. In granting a continuance, the court may modify or terminate a temporary restraining order.

(r) (1) If a respondent, named in a restraining order issued under this section after a hearing, has not been served personally with the order but has received actual notice of the existence and substance of the order through personal appearance in court to hear the terms of the order from the court, no additional proof of service is required for enforcement of the order.

(2) If the respondent named in a temporary restraining order is personally served with the order and notice of hearing with respect to a restraining order or protective order based on the temporary restraining order, but the person does not appear at the hearing, either personally or by an attorney, and the terms and conditions of the

restraining order or protective order issued at the hearing are identical to the temporary restraining order, except for the duration of the order, then the restraining order or protective order issued at the hearing may be served on the person by first-class mail sent to that person at the most current address for the person available to the court.

(3) The Judicial Council form for temporary orders issued pursuant to this subdivision shall contain a statement in substantially the following form:

"If you have been personally served with this temporary restraining order and notice of hearing, but you do not appear at the hearing either in person or by a lawyer, and a restraining order that is the same as this restraining order except for the expiration date is issued at the hearing, a copy of the order will be served on you by mail at the following address: ____.

If that address is not correct or you wish to verify that the temporary restraining order was converted to a restraining order at the hearing without substantive change and to find out the duration of that order, contact the clerk of the court."

(s) (1) Information on a temporary restraining order or order after hearing relating to workplace violence issued by a court pursuant to this section shall be transmitted to the Department of Justice in accordance with either paragraph (2) or (3).

(2) The court shall order the petitioner or the attorney for the petitioner to deliver a copy of any order issued under this section, or a reissuance, extension, modification, or termination of the order, and any subsequent proof of service, by the close of the business day on which the order, reissuance, extension, modification, or termination was made, to each law enforcement agency having jurisdiction over the residence of the petitioner and to any additional law enforcement agencies within the court's discretion as are requested by the petitioner.

(3) Alternatively, the court or its designee shall transmit, within one business day, to law enforcement personnel all information required under subdivision (b) of Section 6380 of the Family Code regarding any order issued under this section, or a reissuance, extension, modification, or termination of the order, and any subsequent proof of service, by either one of the following methods:

(A) Transmitting a physical copy of the order or proof of service to a local law enforcement agency authorized by the Department of Justice to enter orders into the California Law Enforcement Telecommunications System (CLETS).

(B) With the approval of the Department of Justice, entering the order or proof of service into CLETS directly.

(4) Each appropriate law enforcement agency shall make available information as to the existence and current status of these orders to law enforcement officers responding to the scene of reported harassment, unlawful violence, or a credible threat of violence.

(5) At the request of the petitioner, an order issued under this section shall be served on the respondent, regardless of whether the respondent has been taken into custody, by any law enforcement officer who is present at the scene of reported harassment, unlawful violence, or a credible threat of violence involving the parties to the proceedings. The petitioner shall provide the officer with an endorsed copy of the order and proof of service that the officer shall complete and send to the issuing court.

(6) Upon receiving information at the scene of an incident of harassment, unlawful violence, or a credible threat of violence that a protective order has been issued under this section, or that a person who has been taken into custody is the subject of an order, if the petitioner or the protected person cannot produce an endorsed copy of the order, a law enforcement officer shall immediately attempt to verify the existence of the order.

(7) If the law enforcement officer determines that a protective order has been issued but not served, the officer shall immediately notify the respondent of the terms of the order and obtain the respondent's address. The law enforcement officer shall at that time also enforce the order, but may not arrest or take the respondent into custody for acts in violation of the order that were committed prior to the verbal notice of the terms and conditions of the order. The law enforcement officer's verbal notice of the terms of the order shall constitute service of the order and constitutes sufficient notice for the purposes of this section and for the purposes of Section 29825 of the Penal Code. The petitioner shall mail an endorsed copy of the order to the respondent's mailing address provided to the law enforcement officer within one business day of the reported incident of harassment, unlawful violence, or a credible threat of violence at which a verbal notice of the terms of the order was provided by a law enforcement officer.

(t) (1) A person subject to a protective order issued under this section shall not own, possess, purchase, receive, or attempt to purchase or receive a firearm or ammunition while the protective order is in effect.

(2) The court shall order a person subject to a protective order issued under this section to relinquish any firearms they own or possess pursuant to Section 527.9.

(3) Every person who owns, possesses, purchases or receives, or attempts to purchase or receive a firearm or ammunition while the protective order is in effect is punishable pursuant to Section 29825 of the Penal Code.

(u) Any intentional disobedience of any temporary restraining order or order after hearing granted under this section is punishable pursuant to Section 273.6 of the Penal Code.

(v) This section shall not be construed as expanding, diminishing, altering, or modifying the duty, if any, of an employer to provide a safe workplace for employees and other persons.

(w) (1) The Judicial Council shall develop forms, instructions, and rules for relating to matters governed by this section. The forms for the petition and response shall be simple and concise, and their use by parties in actions brought pursuant to this section shall be mandatory.

(2) A temporary restraining order or order after hearing relating to harassment, unlawful violence, or a credible threat of violence issued by a court pursuant to this section shall be issued on forms adopted by the Judicial Council and that have been approved by the Department of Justice pursuant to subdivision (i) of Section 6380 of the Family Code. However, the fact that an order issued by a court pursuant to this section was not issued on forms adopted by the Judicial Council and approved by the Department of Justice shall not, in and of itself, make the order unenforceable.

(x) There is no filing fee for a petition that alleges that a person has inflicted or threatened violence against an employee employed or represented by the petitioner, or stalked the employee, or acted or spoken in any other manner that has placed the employee in reasonable fear of violence, and that seeks a protective or restraining order restraining stalking or future violence or threats of violence, in any action brought pursuant to this section. A fee shall not be paid for a subpoena filed in connection with a petition alleging these acts. A fee shall not be paid for filing a response to a petition alleging these acts.

(y) (1) Subject to paragraph (4) of subdivision (b) of Section 6103.2 of the Government Code, there shall be no fee for the service of process by a sheriff or marshal of a temporary restraining order or order after hearing to be issued pursuant to this section if either of the following conditions applies:

(A) The temporary restraining order or order after hearing issued pursuant to this section is based upon stalking, as prohibited by Section 646.9 of the Penal Code.

(B) The temporary restraining order or order after hearing issued pursuant to this section is based on unlawful violence or a credible threat of violence.

(2) The Judicial Council shall prepare and develop forms for persons who wish to avail themselves of the services described in this subdivision.

(z) This section shall become operative on January 1, 2025.

SEC. 2. Section 243.3 of the Penal Code is amended to read:

243.3. ~~When~~ *If* a battery is committed against the person of an operator, driver, or passenger on a bus, taxicab, streetcar, cable car, trackless trolley, or other motor vehicle, including a vehicle operated on stationary rails or on a track or rail suspended in the air, used for the transportation of persons for hire, or against a schoolbus driver, or against the person of a station agent or ticket agent for the entity providing the transportation, *or against a public transportation provider, or against an employee or contractor of a public transportation provider,* and the person who commits the offense knows or reasonably should know that the victim, in the case of an operator, driver, or agent, *employee, or contractor,* is engaged in the performance of ~~his or her~~ *their* duties, or is a passenger the offense shall be punished by a fine not exceeding ten thousand dollars (\$10,000), or by imprisonment in a county jail not exceeding one year, or by both that fine and imprisonment. If an injury is inflicted on that victim, the offense shall be punished by a fine not exceeding ten thousand dollars (\$10,000), or by imprisonment in a county jail not exceeding one year or in the state prison for 16 months, or two or three years, or by both that fine and imprisonment.

SEC. 3. *No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because the only costs that may be incurred by a local agency or school district will be incurred*

because this act creates a new crime or infraction, eliminates a crime or infraction, or changes the penalty for a crime or infraction, within the meaning of Section 17556 of the Government Code, or changes the definition of a crime within the meaning of Section 6 of Article XIII B of the California Constitution.

TAB 3

Agenda Item #6b

DISCUSSION ITEM: Senate Bill 63 (Wiener, Arreguin) – Connect Bay Area Act

Board of Directors Meeting

Wednesday October 22, 2025

**ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509**

Staff Report to ECCTA Board of Directors

Meeting Date: October 22, 2025

Agenda Item: Senate Bill 63 (Wiener, Arreguin) – Connect Bay Area Act – Agenda Item #6b

Lead Staff: Rashidi Barnes, Chief Executive Officer

Approved: Rashidi Barnes, Chief Executive Officer

Background

Governor Newsom signed Senate Bill 63 on October 13, 2025. This 14-year funding bill will be placed on the ballot in November 2026 for residents of Contra Costa, Alameda, San Francisco, Santa Clara, and San Mateo counties to vote on. In previous instances involving similar tax bills, residents of Contra Costa have significantly influenced the success or failure of these efforts.

Discussion

Effective messaging will be crucial for the success of SB 63 and the countywide initiative to replace Measure J. The Contra Costa Transportation Authority plans to hire a strategic consulting team in November 2025 to assist in developing communication strategies related to SB 63. Tri Delta Transit will be included in the communication strategy development along with WestCat and County Connection.

Financial Impact

None

Requested Action

This is a discussion item only; no action is needed at this time.

Agenda Item #6b
*Eastern Contra Costa Transit Authority
Board of Directors Meeting
October 22, 2025*

TAB 4

Agenda Item #6c

ACTION ITEM: Bus Charger Purchase

Board of Directors Meeting

Wednesday October 22, 2025

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: October 22, 2025
Agenda Item: Bus Charger Purchase – Agenda Item #6c
Lead Staff: Toan Tran, Chief Operating Officer
Approved: Rashidi Barnes, Chief Executive Officer



Background

ECCTA currently operates six battery electric bus chargers, commissioned in 2018. The chargers include two 125 kW units from Proterra, two 48 kW units from Tritium, and two 80 kW units from BYD. Due to the limited availability of comparable replacement units for the BYD chargers, only the Proterra and Tritium chargers are being replaced at this time.

In February 2025, ECCTA was awarded a \$446,000 grant through the Bay Area Air Quality Management District's Carl Moyer Program to support a project aimed at reducing emissions of nitrogen oxides, particulate matter, and reactive organic compounds. Additionally, the Metropolitan Transportation Commission has allocated \$3,035,628 in Federal Section 5307 funds to ECCTA as part of a Zero-Emission Bus (ZEB) Set-Aside. A portion of these funds will cover the remaining costs of replacing existing chargers, with the balance reserved for future ZEB fleet and infrastructure expansion.

ECCTA is able to procure the replacement chargers and necessary equipment through the CalACT-MBTA Vehicle Purchasing Cooperative, a joint procurement program. Although traditionally focused on vehicle purchases, the contract also includes electric vehicle chargers and related equipment, which are classified as vehicle accessories. This contract complies with all applicable State of California solicitation and bid requirements and aligns with ECCTA's procurement policies.

Discussion

ECCTA plans to purchase the new chargers, related equipment, and design services for installation specifications through the CalACT contract. The new ChargePoint chargers offer significantly higher power output, with each unit capable of delivering 200 kW. As a result,

replacing the four existing Proterra and Tritium chargers with three new units will not only meet the needs of the current fleet but also provide additional capacity to support future expansion. Once the installation specifications are complete, ECCTA will issue an Invitation for Bids (IFB) to select a contractor for the installation work.

Financial Impact

The quoted cost for the charging equipment and design services, including a 10% contingency, is \$804,141.

Requested Action

Adopt Resolution #251022C authorizing the CEO to execute a contract with Gillig, through the CalACT-MBTA Vehicle Purchasing Cooperative, for the purchase of three electric bus charging stations, related equipment, and design services for installation specifications, in an amount not to exceed \$804,141, inclusive of a 10% contingency.



TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
801 Wilbur Avenue • Antioch, California 94509
Phone 925.754.6622 Fax 925.757.2530

RESOLUTION #251022C

AUTHORIZATION FOR AWARD OF CONTRACT FOR BUS CHARGER PURCHASE

Resolution #251022C authorizes the CEO to enter a contract with Gillig for the purchase of three bus chargers, related equipment, and design services for installation specifications.

WHEREAS, ECCTA has six bus chargers that have reached the end of their useful life; and

WHEREAS, ECCTA intends to purchase replacement chargers and related equipment, along with design services for installation specifications to replace four of the existing six chargers; and

WHEREAS, the quoted cost for the charging equipment and design services, including a 10% contingency, is \$804,141; and

WHEREAS, Gillig was awarded a contract through the CalACT-MBTA Vehicle Purchasing Cooperative for the purchase of bus chargers; and

WHEREAS, this was a competitively bid contract and complies with all applicable State of California solicitation and bid requirements and aligns with ECCTA's procurement policies

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #251022C authorizing the CEO to enter into a contract with Gillig for the purchase of three electric bus charging stations and related equipment, and the design of installation specifications, in an amount not to exceed \$804,141, which includes a 10% contingency.

PASSED AND ADOPTED THIS 22nd day of October 2025, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Tony Oerlemans, Chair

Rashidi Barnes, Chief Executive Officer

AYES: _____

NOES: _____

ABSENT: _____

ABSTENTIONS: _____

TAB 5

Agenda Item #6d

ACTION ITEM: 2025 Agency Safety Plan

Board of Directors Meeting

Wednesday October 22, 2025

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: October 22, 2025
Agenda Item: 2025 Agency Safety Plan- Agenda Item #6d
Lead Staff: Maceo Wiggins, Compliance Manager
Approved: Rashidi Barnes, Chief Executive Officer



Background

On July 19, 2018, the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Final Rule (49 CFR Part 673), which required operators of public transportation systems that receive federal funds under FTA's Urbanized Area Formula Grants to develop safety plans that include the processes and procedures to implement Safety Management Systems (SMS).

FTA published the first major update to the PTASP regulation, incorporating Bipartisan Infrastructure Law requirements to make transit safer for both transit workers and passengers. The updated PTASP final rule became effective on May 13, 2024, and amends the PTASP regulation at 49 CFR Part 673.

Discussion

ECCTA's Public Transportation Agency Safety Plan must be updated annually. ECCTA has updated the 2025 Agency Safety Plan to reflect our current three-year rolling safety goals, as required by 49 CFR Part 673. ECCTA's safety committee and CEO approved the Public Transportation Agency Safety Plan in September 2025.

Financial Impact

ECCTA is required to allocate a safety set-aside of at least 0.75% of section 5307 funds. If ECCTA does not meet a safety performance target for the risk reduction program in its Public Transportation Agency Safety Plan, ECCTA is required to allocate the safety set-aside in the

Agenda Item #6d
*Eastern Contra Costa Transit Authority
Board of Directors Meeting
October 22, 2025*

following fiscal year to safety-related projects that are likely to assist ECCTA in meeting the safety performance target in the future. The SST meeting to open discussion on how to apply this year's funds to the safety targets took place on October 8th, 2025.

Requested Action

Approve Resolution #251022D approving Eastern Contra Costa Transit Authority's 2025 Public Transportation Agency Safety Plan.

Attachment:

1. ECCTA 2025 Public Transportation Agency Safety Plan



TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
801 Wilbur Avenue • Antioch, California 94509
Phone 925.754.6622 Fax 925.757.2530

RESOLUTION #251022D EASTERN CONTRA COSTA TRANSIT AUTHORITY (TRI DELTA TRANSIT) PUBLIC TRANSPORTATION AGENCY SAFETY PLAN

Resolution #251022D approves Eastern Contra Costa Transit Authority's 2025 Public Transportation Agency Safety Plan.

WHEREAS, in accordance with the Federal Transit Administration's (FTA) Public Transportation Agency Safety Plan (PTASP) Final Rule (49 CFR Part 673), which became effective on July 19, 2019; and

WHEREAS, on November 15, 2021 President Biden signed into law the Bipartisan Infrastructure Law which amended FTA's safety program at 49 U.S.C. § 5329(d) by adding to the PTASP requirements; and

WHEREAS, the updated PTASP final rule became effective on May 13, 2024 and amends the PTASP regulation at 49 CFR Part 673 with new requirements that implement statutory changes in the Bipartisan Infrastructure Law to make transit safer for both transit workers and passengers; and

WHEREAS, ECCTA's 2024 Public Transportation Agency Safety Plan was updated in compliance with the PTASP Final Rule (49 CFR Part 673); and

WHEREAS, ECCTA's safety committee set safety performance targets based on the safety performance measures established under FTA's April 2024 National Public Transportation Safety Plan by reviewing National Transit Database (NTD) data for ECCTA based on a three-year rolling average for calendar year 2022, 2023 and 2024; and

WHEREAS, ECCTA's safety committee approved ECCTA's 2024 Public Transportation Agency Safety Plan on September 23rd, 2025, and

WHEREAS, ECCTA identifies the Chief Executive Officer as the Accountable Executive responsible for ensuring that SMS is effectively implemented throughout the agency and the Chief Executive Officer designates the Compliance Manager as the SMS Executive, and

WHEREAS, ECCTA communicated the Safety Management Policy Statement to the Board of Directors and throughout the agency.



TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
801 Wilbur Avenue • Antioch, California 94509
Phone 925.754.6622 Fax 925.757.2530

RESOLUTION #251022D
EASTERN CONTRA COSTA TRANSIT AUTHORITY (TRI DELTA TRANSIT)
PUBLIC TRANSPORTATION AGENCY SAFETY PLAN

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #251022D approving ECCTA's 2025 Public Transportation Agency Safety Plan.

PASSED AND ADOPTED THIS 22nd day of October 2024, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Tony Oerlemans, Chair

Rashidi Barnes, Chief Executive Officer

AYES: _____
NOES: _____

ABSENT: _____
ABSTENTIONS: _____

Eastern Contra Costa Transit Authority (Tri Delta Transit) Public Transportation Agency Safety Plan



Eastern Contra Costa Transit Authority

801 Wilbur Avenue
Antioch, CA 94509
1-925-754-6622

Revised September 2025

Table of Contents

1. TRANSIT AGENCY INFORMATION	3
2. PLAN DEVELOPMENT, APPROVAL, AND UPDATES.....	4
3. SAFETY PERFORMANCE TARGETS.....	6
4. SAFETY MANAGEMENT POLICY.....	13
5. SAFETY RISK MANAGEMENT	31
6. SAFETY ASSURANCE	42
7. SAFETY PROMOTION.....	46
RECORD KEEPING AND SUPPORTING DOCUMENTATION	53
DEFINITIONS OF SPECIAL TERMS.....	54
LIST OF ACRONYMS	56
ORGANIZATIONAL CHART.....	57
TRANSIT WORKER REPORTING PROGRAM.....	58
SYSTEMS HAZARDS SHEET	62
ECCTA TRAINING PROGRAM.....	63



Eastern Contra Costa Transit Authority (Tri Delta Transit)

Public Transportation Agency Safety Plan

1. Transit Agency Information

Transit Agency Name	Eastern Contra Costa Transit Authority (ECCTA) doing business as Tri Delta Transit			
Transit Agency Address	801 Wilbur Avenue, Antioch, CA 94509			
Name and Title of Accountable Executive	Rashidi Barnes, Chief Executive Officer (CEO)			
Name of SMS Executive	Maceo Wiggins, Compliance Manager			
Mode of Service Covered by This Plan	Fixed Route Bus; Non-Fixed Route Bus	List All FTA Funding Types	5307, 5310, 5311, 5339	
Mode of Service Provided by the Transit Agency	ECCTA contracts with Transdev to operate fixed route and ADA/paratransit bus service. ECCTA operates local bus routes on weekdays, local bus routes on weekends and holidays, and on-demand shared-ride shuttle service, and ADA/paratransit bus service. ECCTA provides the vehicles, maintenance, and administration staff. Transdev provides the operations staff.			
Does the Transit Agency Provide Transit Services on Behalf of Another Transit Agency or Entity?	Yes	No X	Description of Arrangement	N/A
Name and Address of Transit Agency or Entity for Which Service Is Provided	N/A			



2. Plan Development, Approval, and Updates

Name of Entity That Drafted This Plan	ECCTA			
Signature by the Accountable Executive	Signature of Accountable Executive	Date of Signature		
	 Rashidi Barnes, CEO	9/17/2025		
Approval by the Safety Committee	Name of Entity That Approved This Plan	Date of Approval		
	Safety Solutions Team	9/10/2025		
Approval by the Board of Directors	Name of Entity That Approved This Plan	Date of Approval		
	ECCTA Board of Directors			
	Relevant Documentation (title and location)			
	Resolution #251022D Eastern Contra Costa Transit Authority (Tri Delta Transit) Public Transportation Agency Safety Plan; Located in ECCTA CEO's office at 801 Wilbur Avenue, Antioch, CA 94509			
Certification of Compliance	Name of Individual That Certified This Plan	Date of Certification		
	Rashidi Barnes, CEO	2025; annual certification		
	Relevant Documentation (title and location)			
	Certifications and Assurances for ECCTA submitted in TrAMS (www.transit.dot.gov/trams)- Category 02- Public Transportation Agency Safety Plans. ECCTA's Public Transportation Agency Safety Plan addresses all applicable requirements and standards as set forth in 49 CFR Part 673.			
Version Number and Updates				
Version Number	Section/Pages Affected	Reason for Change	Date Issued	Resolution
1	N/A	Initial release of Public Transportation Agency Safety Plan	12/11/2019	#191211F
2	All Sections	Updated plan at annual review	9/23/2020	#200923B
3	All Sections	Updated plan at annual review	9/22/2021	#210922B



4	All Sections	Updated plan for Bipartisan Infrastructure Law of 11/15/2021	9/28/2022	#220928D
5	All Sections	Updated plan at annual review	10/25/2023	#231025D
6	All Sections	Updated plan for Public Transportation Agency Safety Plan (PTASP) Final Rule effective 5/13/2024	10/23/2024	#241023D
7	All Sections	Updated plan at annual review	9/10/2026	#251022D

Annual Review and Update of the Public Transportation Agency Safety Plan

ECCTA's Public Transportation Agency Safety Plan is a "living document" and must address issues associated with system safety on a timely and proactive basis. The Public Transportation Agency Safety Plan will be updated at any point when ECCTA determines that its SMS approach to safety has identified a need for change. In addition, an annual review of the Public Transportation Agency Safety Plan will be conducted by the Accountable Executive, SMS Executive, transit agency leadership/executive management, and safety committee (Safety Solutions Team) by September 30. During the annual review, if changes are needed, ECCTA will revise the Public Transportation Agency Safety Plan to reflect the changes. The Accountable Executive will approve and sign the revised Public Transportation Agency Safety Plan. The Public Transportation Agency Safety Plan will be presented to ECCTA's safety committee, the Safety Solutions Team, for approval and then presented to the Board of Directors for approval. ECCTA's Accountable Executive annually certifies SMS compliance with 49 CFR Part 673.



3. Safety Performance Targets

ECCTA's safety committee sets safety performance targets based on the safety performance measures established under FTA's National Public Transportation Safety Plan. Safety performance targets are set annually at the annual review of ECCTA's Public Transportation Agency Safety Plan based on data entered into the National Transit Database (NTD). The safety performance targets represent ECCTA's safety performance goals for the coming calendar year.

The safety committee reviewed NTD data for calendar year 2022, 2023 and 2024 to set performance targets for calendar year 2026. In reviewing the data to set safety performance targets for calendar year 2026.

ECCTA has recently completed a comprehensive organizational analysis and in August 2025 has adopted a service plan that focuses on a proportional decrease of fixed route service and an increase in demand response service. Therefore it is likely that this change will require ECCTA to re-assess its targets when the new system design has had some time to run. ECCTA estimates fixed route vehicle revenue mileage to be 1,884,000 and demand response vehicle revenue mileage to be 1,249,000 in calendar year 2025.

For safety performance targets in the Safety Risk Reduction Program, the safety committee will set safety performance targets that reflect an annual reduction in safety risk, therefore the safety performance targets are set below the three-year rolling average of data reported to the NTD. The Safety Solutions Team (SST) took action to establish more robust procedures for establishing goals reflecting an annual reduction in safety level risk, and divided the annual review into two (2) parts. First, an initial review of the data, and a review of our progress towards targets. Given that CY25 is not yet complete, this review compared goals from CY25 to actual attainment in CY24, the most current year with complete data. At the subsequent meeting the targets will be shown, debated and voted on prior to the final review by the responsible executive in September.



Safety Performance Targets <i>Specify safety performance targets based on the safety performance measures established under the National Public Transportation Safety Plan.</i>					
Mode of Transit Service: Fixed Route Bus		Safety Performance Measure	Description	Baseline 3-year Average (CY22-24)	Target CY26
		Relevant Documentation: NTD data.		3-year Average Total Vehicle Revenue Miles 1,884,000 Rate= per 100,000 VRM	Based on Estimated CY26 Total Vehicle Revenue Miles of 1,550,000
	1	Measure 1a – Major Events	This includes all safety and security major events as defined by the NTD.	6.33	≤4.00
	2	Measure 1b- Major Event Rate Per 100,000 Revenue Miles	This includes all safety and security major events as defined by the NTD, divided by VRM.	.34 (6.33/1,884,000 x 100,000)	≤.26 (4.00/1,550,000 x 100,000)
	3	Measure 1.1- Collision Rate Per 100,000 Revenue Miles	This includes all collisions reported to the NTD, divided by VRM.	.25 (4.67/1,1,884,000 x 100,000)	≤.19 (3.00/1,550,000 x 100,000)
	4	Measure 1.1.1- Pedestrian Collision Rate Per 100,000 Revenue Miles	This includes all collisions “with a person,” as defined by the NTD, divided by VRM.	0 (0/1,884,000 x 100,000)	0 (0/1,550,000 x 100,000)
	5	Measure 1.1.2-Vehicular Collision Rate Per 100,000 Revenue Miles	This includes all collisions “with a motor vehicle,” as defined by the NTD, divided by VRM.	.25 (4.67/1,884,000 x 100,000)	≤.19 (3.00/1,550,000 x 100,000)
	6	Measure 2a- Fatalities	This includes all fatalities as defined by the NTD.	0	0
	7	Measure 2b- Fatality Rate Per 100,000 Revenue Miles	This includes all fatalities as defined by the NTD, divided by VRM.	0	0
	8	Measure 2.1- Transit Worker Fatality Rate Per 100,000 Revenue Miles	This includes all fatalities as defined by the NTD, divided by VRM.	0	0
	9	Measure 3a- Injuries	This includes all injuries as defined by the NTD.	10.33	≤9
	10	Measure 3b- Injury Rate Per 100,000 Revenue Miles	This includes all injuries as defined by the NTD, divided by VRM.	.55 (10.33/1,884,000 x 100,000)	≤.58*** (9/1,550,000 x 100,000)
	11	Measure 3.1- Transit Worker Injury Rate Per 100,000 Revenue Miles	This includes all transit worker injuries as defined by the NTD, including the categories “Transit Employee/Contractor,” “Transit Vehicle Operator,” and “Other Transit Staff,” divided by VRM.	N/A*	N/A*
	12	Measure 4a- Assaults on Transit Workers	This includes all assaults on transit workers as defined by the NTD*.	N/A*	N/A*
	13	Measure 4b- Rate of Assaults on Transit Workers Per 100,000 Revenue Miles	This includes all assaults on transit workers as defined by the NTD*, divided by VRM.	N/A*	N/A*
	14	Measure 5b- System Reliability	This includes Major Mechanical System failures as defined by the NTD.	85.33**	81.10**



Mode of Transit Service: Non-Fixed Route Bus (Demand Response)	Safety Performance Measure		Description	Baseline 3-year Average (CY22-24)	Target CY26
				3-year Average Total Vehicle Revenue Miles 1,249,000 Rate= per 100,000 VRM	Based on Estimated CY26 Total Vehicle Revenue Miles of 1,350,000
	1	Measure 1a – Major Events	This includes all safety and security major events as defined by the NTD.	1.67	0
	2	Measure 1b- Major Event Rate Per 100,000 Revenue Miles	This includes all safety and security major events as defined by the NTD, divided by VRM.	.13 (=1.67/1,249,000 VRM x 100,000)	0 (=0/1,350,000 VRM x 100,000)
	3	Measure 1.1- Collision Rate Per 100,000 Revenue Miles	This includes all collisions reported to the NTD, divided by VRM.	.13 (=1.67/1,249,000 VRM x 100,000)	0 (=0 /1,350,000 VRM x 100,000)
	4	Measure 1.1.1- Pedestrian Collision Rate Per 100,000 Revenue Miles	This includes all collisions “with a person,” as defined by the NTD, divided by VRM.	0 (=0 /1,249,000 VRM x 100,000)	0 (=0 /1,350,000 VRM x 100,000)
	5	Measure 1.1.2-Vehicular Collision Rate Per 100,000 Revenue Miles	This includes all collisions “with a motor vehicle,” as defined by the NTD, divided by VRM.	.11 (=1.33/1249,000 VRM x 100,000)	0 (=0 /1,350,000 VRM x 100,000)
	6	Measure 2a- Fatalities	This includes all fatalities as defined by the NTD.	0	0
	7	Measure 2b- Fatality Rate Per 100,000 Revenue Miles	This includes all fatalities as defined by the NTD, divided by VRM.	0 (=0 /1,249,000 VRM x 100,000)	0 (=0 /1,350,000 VRM x 100,000)
	8	Measure 2.1- Transit Worker Fatality Rate Per 100,000 Revenue Miles	This includes all transit worker fatalities as defined by the NTD, including the categories “Transit Employee/Contractor,” “Transit Vehicle Operator,” and “Other Transit Staff,” divided by VRM.	0 (=0 /1,249,000 VRM x 100,000)	0 (=0 /1,350,000 VRM x 100,000)
	9	Measure 3a- Injuries	This includes all injuries as defined by the NTD.	5.33	≤4.00
	10	Measure 3b- Injury Rate Per 100,000 Revenue Miles	This includes all injuries as defined by the NTD, divided by VRM.	.43 (=5.33/1,249,000 VRM x 100,000)	≤.30 (=4.00/1,350,000 VRM x 100,000)
	11	Measure 3.1- Transit Worker Injury Rate Per 100,000 Revenue Miles	This includes all transit worker injuries as defined by the NTD, including the categories “Transit Employee/Contractor,” “Transit Vehicle Operator,” and “Other Transit Staff,” divided by VRM.	N/A*	N/A*
	12	Measure 4a- Assaults on Transit Workers	This includes all assaults on transit workers as defined by the NTD*.	N/A*	N/A*
	13	Measure 4b- Rate of Assaults on Transit Workers Per 100,000 Revenue Miles	This includes all assaults on transit workers as defined by the NTD*, divided by VRM.	N/A*	N/A*
	14	Measure 5b- System Reliability	This includes Major Mechanical System failures as defined by the NTD.	9.00**	8.00**



Safety Risk Reduction Program Safety Performance Targets					
Specify safety performance targets for the safety risk reduction program based on the safety risk reduction program performance measures established under the National Public Transportation Safety Plan.					
Mode of Transit Service: Fixed Route Bus		Safety Risk Reduction Program Safety Performance Measure	Description	Baseline 3-year Average (CY22-24)	Target CY26
		Relevant Documentation: NTD data.		3-year Average Total Vehicle Revenue Miles 1,884,000 Rate= per 100,000 VRM	Based on Estimated CY26 Total Vehicle Revenue Miles of 1,550,000
	1	Major Events	This includes all safety and security major events as defined by the NTD.	6.33	≤4.00
	2	Major Event Rate Per 100,000 Revenue Miles	This includes all safety and security major events as defined by the NTD, divided by VRM.	.34 (6.33/1,884,000 x 100,000)	≤.26 (4.00/1,550,000 x 100,000)
	3	Collisions	This includes all collisions reported to the NTD.	4.67	≤3.00
	4	Collision Rate Per 100,000 Revenue Miles	This includes all collisions reported to the NTD, divided by VRM.	.25 (4.67/1,1,884,000 x 100,000)	≤.19 (3.00/1,550,000 x 100,000)
	5	Injuries	This includes all injuries as defined by the NTD.	10.33	≤9
	6	Injury Rate Per 100,000 Revenue Miles	This includes all injuries as defined by the NTD, divided by VRM.	.55 (10.33/1,884,000 x 100,000)	≤.58*** (9/1,550,000 x 100,000)
	7	Assaults on Transit Workers	This includes all assaults on transit workers as defined by the NTD*	N/A*	N/A*
	8	Rate of Assaults on Transit Workers Per 100,000 Revenue Miles	This includes all assaults on transit workers as defined by the NTD*, divided by VRM.	N/A*	N/A*



Mode of Transit Service: Non-Fixed Route Bus (Demand Response)	Safety Risk Reduction Program Safety Performance Measure		Description	Baseline 3-year Average (CY22-24)	Target CY26
				3-year Average Total Vehicle Revenue Miles 1,249,000 Rate= per 100,000 VRM	Based on Estimated CY26 Total Vehicle Revenue Miles of 1,350,000
	1	Major Events	This includes all safety and security major events as defined by the NTD.	1.67	0
	2	Major Event Rate Per 100,000 Revenue Miles	This includes all safety and security major events as defined by the NTD, divided by VRM.	.13 (=1.67/1,249,000 VRM x 100,000)	0 (=0/1,350,000 VRM x 100,000)
	3	Collisions	This includes all collisions reported to the NTD.	1.67	0
	4	Collision Rate Per 100,000 Revenue Miles	This includes all collisions reported to the NTD, divided by VRM.	.13 (=1.67/1,249,000 VRM x 100,000)	0 (=0/1,350,000 VRM x 100,000)
	5	Injuries	This includes all injuries as defined by the NTD.	5.33	≤4.00
	6	Injury Rate Per 100,000 Revenue Miles	This includes all injuries as defined by the NTD, divided by VRM.	.43 (=2.67/1,249,000 VRM x 100,000)	≤.30 (=1.67/1,350,000 VRM x 100,000)
	7	Assaults on Transit Workers	This includes all assaults on transit workers as defined by the NTD*.	N/A*	N/A*
	8	Rate of Assaults on Transit Workers Per 100,000 Revenue Miles	This includes all assaults on transit workers as defined by the NTD*, divided by VRM.	N/A*	N/A*

*Historically, assaults on transit workers were not collected in the NTD as a separate category from other assaults and were not reported if they did not result in a fatality, injury, or other major event threshold. Additionally, the term transit worker previously only included paid employees and contractors, and excluded volunteers. On February 23, 2023, FTA finalized new NTD reporting requirements that collect data on all assaults on all transit workers, regardless of injury. Some of these reporting requirements took effect in calendar year 2023, while others took effect in NTD report year 2023. Due to this new reporting requirement, ECCTA will not have assault on transit worker data or transit worker injury data for a 3 year rolling average until the end of calendar year 2026. ECCTA is unable to set a performance target for assaults on transit workers, the rate of assaults on transit workers, or the transit worker injury rate until ECCTA's Public Transportation Agency Safety Plan is updated in 2027.

**Due to a change in calendar year 2023 in how ECCTA reports major mechanical failures according to NTD requirements, ECCTA will have a more accurate 3-year rolling average for system reliability at the end of calendar year 2026.

***This is a slight increase in the 3YR Rolling average. This is due to the expected decrease in VRM From ~ 1.8 million miles to ~1.35 million miles due to the change in ECCTA service implemented in August 2025. This change does reflect a reduction in incidents from the three-year average of 10.33, reflecting an overall reduction of 1.33 incidents per year, on average.



ECCTA's safety committee, the Safety Solutions Team (SST) will monitor safety performance against annual safety performance targets set by the safety committee for the safety risk reduction program. If ECCTA does not meet an established annual safety performance target set by the safety committee for the risk reduction program, the safety committee will:

- Assess associated safety risk using the methods or processes established under §673.25(c);
- Mitigate associated safety risk based on the results of a safety risk assessment using the methods or processes established under §673.25(d) and include the mitigations in the Public Transportation Agency Safety Plan; and
- Allocate ECCTA's safety set-aside in the following federal fiscal year to safety-related projects eligible under 49 U.S.C.5307 that are reasonably likely to assist ECCTA in meeting the safety performance target in the future. This process will begin immediately following the September review and approval of the PTASP and a final plan will be submitted to the CEO on or about the beginning of Q2 (January) of each FFY.

When identifying safety risk mitigations for the safety risk reduction program related to vehicular and pedestrian safety events involving transit vehicles, including to address a missed safety performance target set by the safety committee under § 673.19(d)(2), the safety committee will consider mitigations to reduce visibility impairments for transit vehicle operators that contribute to accidents, including retrofits to vehicles in revenue service and specifications for future procurements that reduce visibility impairments.

When identifying safety risk mitigations for the safety risk reduction program related to assaults on transit workers, including to address a missed safety performance target set by the safety committee under § 673.19(d)(2), the safety committee will consider deployment of assault mitigation infrastructure and technology on transit vehicles and in transit facilities. Assault mitigation infrastructure and technology includes barriers to restrict the unwanted entry of individuals and objects into the workstations of bus operators.

When the safety committee identifies and recommends under § 673.19(c)(6) safety risk mitigations, including mitigations relating to vehicular and pedestrian safety events involving transit vehicles or assaults on transit workers, based on a safety risk assessment conducted under § 673.25(c), ECCTA will include or incorporate by reference these safety risk mitigations in the Public Transportation Agency Safety Plan pursuant to § 673.11(a)(7)(iv).

When the safety committee recommends a safety risk mitigation unrelated to the safety risk reduction program, and the Accountable Executive decides not to implement the safety risk mitigation, the Accountable Executive will prepare a written statement explaining their decision, pursuant to recordkeeping requirements at § 673.31. The Accountable Executive will submit and present this explanation to the safety committee and Board of Directors.



Safety Performance Target Coordination

ECCTA will transmit safety performance targets to Caltrans Division of Rail and Mass Transit (Caltrans) and to Metropolitan Transportation Commission (MTC). Safety performance targets will be transmitted to Caltrans and to MTC after the annual review of the Public Transportation Agency Safety Plan. The targets will be transmitted annually by December 31. FTA requires ECCTA to coordinate with Caltrans and MTC to the maximum extent practicable. Safety performance targets will be transmitted to help Caltrans and MTC with the planning process for the future and for developing investment priorities for upcoming transit projects.

Targets Transmitted to the State	State Entity Name	Date Targets Transmitted
	Caltrans (Transmitted in writing to Safety Management System contact: Brian Travis: brian.travis@dot.ca.gov)	Annually by December 31
Targets Transmitted to the Metropolitan Planning Organization	Metropolitan Planning Organization Name	Date Targets Transmitted
	MTC (Transmitted in writing to Safety Management System contact: Craig Bosman: cbosman@bayareametro.gov)	Annually by December 31



4. Safety Management Policy

Safety Management Policy Statement

Include the written statement of safety management policy, incorporating safety objectives.

Safety is everyone's responsibility and is ECCTA's first priority. Safety takes a prominent role in our decision making. To support this priority, ECCTA has a Safety Management System (SMS) that encourages open sharing of information on all safety issues. ECCTA's Public Transportation Agency Safety Plan documents the details of the agency's SMS.

Safety Objective

ECCTA's overall safety objective is to proactively manage hazards and their associated risk to ensure the safety of our transportation system. Monitoring safety performance against our annual safety performance targets helps us measure the overall effectiveness of our processes and activities to ensure we meet our safety objective. We will review our Public Transportation Agency Safety Plan, including our safety performance targets, annually to identify how well we met our safety performance targets.

Safety Accountability and Responsibility

We will develop and embed a safety culture in all our activities that recognize the importance and value of effective safety management and acknowledges at all times that safety is paramount. All levels of management and all transit workers are accountable for the highest level of our safety performance. Each manager is responsible for implementing the SMS in their area of responsibility and accountable for performing SMS activities. All transit workers support safety performance by identifying and reporting safety concerns. Our Executive Team leads a culture that promotes safe operations and provides appropriate resources to support SMS, which includes fostering safe practices, encouraging effective transit worker safety reporting and communicating openly about safety.

Safety Communication

The Safety Management Policy statement is communicated throughout ECCTA. Communication systems are in place to promote safety communication up, down, and across the organization, including bulletin boards, toolbox talks, and safety meetings.

Safety Committee

We have established a joint labor-management safety committee consisting of an equal number of management and frontline transit workers. The frontline transit workers represented by a labor organization are selected by the labor organization representing the plurality of the frontline workforce.

Transit Worker Safety Reporting Program

We have established and implemented a process that allows transit workers to report safety concerns, including assaults on transit workers, near-misses, and unsafe acts and conditions to senior management, that includes protections for transit workers who report and a description of transit worker behaviors that may result in disciplinary action.

We appreciate everyone's contributions to enhance the safety of our transit workers, riders, and the public.



Safety Management Policy Communication

Describe how the safety management policy is communicated throughout the transit agency's organization. Include dates where applicable.

ECCTA's Safety Management Policy Statement is communicated to all transit workers and the Board of Directors. The statement is posted on the communication board near the maintenance computer station, on the safety communication board in the driver's room, and on the communication board in the administration break room. The statement is reviewed annually with Transdev transit workers at an operations safety meeting that focuses training on safety concern identification and reporting. The statement is reviewed with ECCTA employees at the annual "Hazard Communication", "Safety Management System". "De-escalation and Workplace Violence Prevention Plan" maintenance and administration safety training classes, and upon hire at employee orientation. The statement is communicated to the Board of Directors after the annual review of the Public Transportation Agency Safety Plan, when any changes are made to the Public Transportation Agency Safety Plan.



Authorities, Accountabilities, and Responsibilities

Describe the authorities, accountabilities, and responsibilities of the following individuals for the development and management of the transit agency's Safety Management System (SMS).

Accountable Executive	The CEO is the Accountable Executive. The Accountable Executive meets all the requirements in §673.5 and §673.23(d)(1)(i)(ii) in that this position is ultimately responsible for: • Carrying out the Public Transportation Agency Safety Plan and the Transit Asset Management (TAM) Plan. • Controlling or directing the human and capital resources needed to develop and maintain the Public Transportation Agency Safety Plan and the TAM Plan. • Ensuring that ECCTA's SMS is effectively implemented, and action is taken, as necessary, to address substandard performance in ECCTA's SMS. • Implementing safety risk mitigations for the safety risk reduction program that are included in the Public Transportation Agency Safety Plan under §673.11(a)(7)(iv). • Receives and considers all other safety risk mitigations recommended by the safety committee, consistent with requirements in §673.19(d) and §673.25(d)(6). Roles include: • Decision-making about resources to support asset management, SMS activities, and capital investments • Annually certifying SMS compliance with 49 C.F.R. Part 673 • Communicating the Safety Management Policy Statement to ECCTA's Board of Directors and throughout the transit agency • Endorsing SMS implementation team and SMS processes • Providing guidance to the Safety Solutions Team on recommended SMS actions/SMS decision making • Preparing a written statement explaining the decision not to implement a safety risk mitigation recommended by the safety committee for a safety risk mitigation unrelated to the safety risk reduction program, submitting and presenting the explanation to the safety committee and Board of Directors
SMS Executive	The SMS Executive reports directly to the Accountable Executive as shown in the organizational chart. The SMS Executive is trained in the Public Transportation Safety Certification Training Program curriculum for the bus track. For the Public Transportation Safety Certification Training Program, the refresher training required every 2 years is the Transportation Safety Institute's SMS Safety Assurance training course. The SMS Executive has the authority and responsibility for implementation and operation of ECCTA's SMS. Roles include: • Developing and maintaining SMS documentation • Directing safety risk management activities • Briefing the Accountable Executive on SMS • Assisting with safety management training • Reviewing the Public Transportation Agency Safety Plan on an annual basis with the Accountable Executive, transit agency leadership/executive management, and Safety Solutions Team



	• Transmitting safety performance targets to Caltrans and to MTC on an annual basis • Ensuring the Safety Management Policy Statement is communicated throughout the transit agency • Ensuring the administration, maintenance and operations safety communication boards are updated and that required SMS communication is posted
Transit Agency Leadership and Executive Management	Other members of ECCTA's leadership and executive management with authority and responsibility for implementation and operation of the agency's SMS include: • Chief Operating Officer (COO) - o Assisting with identification of safety concerns and hazards - o Assessing safety risk mitigation through safety risk management - o SMS decision making • Contract General Manager - o Assisting with identification of safety concerns and hazards - o Assessing safety risk mitigation through safety risk management - o Overseeing Transdev transit worker safety reporting program; communicating program to transit workers - o Ensuring each accident/injury is investigated and documented - o Ensuring provision of adequate and appropriate occupational safety and health training for Transdev transit workers - o Ensuring that safety devices are properly maintained and available and that Transdev transit workers are properly trained in their use • Director of Maintenance - o Assisting with identification of safety concerns and hazards - o Assessing safety risk mitigation through safety risk management - o Ensuring that safety devices are properly maintained and available and that ECCTA transit workers are properly trained in their use • Manager of Administrative Services - o Assisting with identification of safety concerns and hazards - o Assessing safety risk mitigation through safety risk management - o Communicating ECCTA transit worker safety reporting program and Safety Management Policy Statement to new ECCTA transit workers - o Ensuring provision of adequate and appropriate occupational safety and health training for ECCTA transit workers



	o Ensuring that safety devices are properly maintained and available and that ECCTA transit workers are properly trained in their use
• Key Staff	Safety Committee: Safety Solutions Team (SST)- The SST is a joint labor-management safety committee comprised of a facilitator, 5 managers and 5 frontline transit workers, including 1 mechanic and 4 bus operators. There are 10 voting members. The SMS Executive facilitates the SST meetings, with the Safety Manager designated as the back-up facilitator. SST membership includes: • Chief Operating Officer (alternate Accessible Services Manager) • Contract General Manager (alternate Contract Assistant General Manager) • Safety Manager (alternate Training Manager) • Director of Maintenance (alternate Facilities Supervisor) • Manager of Administrative Services (alternate Manager of Planning and Grants) • 1 Mechanic (with alternate) selected by peers • 4 Bus Operators (with alternates) selected by the labor organization representing the Bus Operators SST meetings are scheduled for the second Wednesday of the month, unless a scheduling conflict requires the SMS Executive to re-schedule the meeting. Advance notice will be provided if an SST meeting is re-scheduled. Meeting information is shared electronically with SST members who have a company email address, posted on the safety bulletin board in the operator's room, and placed in the mechanic's inbox. The SMS Executive develops the SST meeting agendas based on information entered into ECCTA's TransTrack Systems Hazards electronic database, any new business that needs discussed/any safety concerns from SST members, and safety assurance processes. Agenda items may include: review of open/in-progress hazards in TransTrack, follow-up discussion on recently closed hazards in TransTrack, discussion of new hazards in TransTrack, new business, and safety assurance review of closed hazards in TransTrack. The TransTrack system is the means the SST uses to store and document safety submissions to the SST. Submissions can be made in a variety of ways including but not limited to, direct reporting at an SST meeting as "new business", reporting via email, TransitWatch via a mobile device, written or verbally to the SMS executive or any manager/supervisor, CEO or any member of the SST. Members of the SST can access this information through TransTrack. Discussion is open for each agenda item. Items requiring action are voted on by SST members. The alternate serves in a voting capacity in the event of a representative voting member absence. If there is a dispute or tie-vote, the SMS Executive will share the information with the Chief Financial Officer who will act as a neutral third party and make a final decision. Decisions for each hazard discussed are input into TransTrack's Systems Hazards Sheet by the SMS Executive.



	The Executive Assistant records and maintains the meeting minutes and then provides the meeting minutes to the SMS Executive who reviews and posts the current meeting minutes in the operator's room and places the meeting minutes in SST Binders in designated accessible locations in administration, maintenance and operations. The SMS Executive also distributes a printed copy of the meeting minutes to each SST member. The SMS Executive communicates with the Accountable Executive regarding SST deliberations, decisions and recommendations after each safety meeting, as needed. If a technical expert is needed to assist with SST deliberations, the SMS Executive will discuss the need with the Accountable Executive. The SMS Executive will work with SST members to provide any transit agency information, resources, or tools needed to assist in safety risk assessment of safety concerns and hazards or as requested by SST members. The SMS Executive communicates with the Board of Directors at the annual review of the Public Transportation Agency Safety Plan and on an as needed basis. ECCTA and Transdev salaried transit workers are not provided any additional compensation for participating in safety meetings. ECCTA mechanics, Transdev supervisors and Transdev operators are paid their regular hourly wage for participating in safety meetings. SST is a key element to ensure the safety of transit workers, customers and the public. The SST carries out the responsibilities outlined below during SST meetings. The SST is responsible for: • Reviewing and approving the Public Transportation Agency Safety Plan and any updates to the Public Transportation Agency Safety Plan prior to approval by the Board of Directors. The Public Transportation Agency Safety Plan annual review is an agenda item discussed by the SST. The Public Transportation Agency Safety Plan is approved by the SST during a safety meeting. The SMS Executive presents the approved Public Transportation Agency Safety Plan to the Board of Directors after approval by the SST. • Setting annual safety performance targets for ECCTA's safety risk reduction program using a three-year rolling average of the data submitted to the National Transit Database (NTD)* The safety performance targets are monitored and discussed during the annual review of the Public Transportation Agency Safety Plan and approved by the SST as part of the Public Transportation Agency Safety Plan approval process. • Identifying and recommending safety risk mitigations necessary to reduce the likelihood and severity of potential consequences identified through safety risk assessment, including safety risk mitigations associated with any instance where ECCTA did not meet an annual safety performance target in the safety risk reduction program* Each identified hazard is an agenda item discussed by the SST. The SST performs a safety risk assessment for each identified hazard. • Identifying safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended, including
--	---



	safety risk mitigations associated with any instance where ECCTA did not meet an annual safety performance target in the safety risk reduction program* The SST discusses this during the Safety Assurance agenda item, or at the annual safety plan review for safety performance targets. • Identifying safety deficiencies for purposes of continuous improvement, including any instance where ECCTA did not meet an annual safety performance target in the safety risk reduction program* The SST discusses this during the Safety Assurance agenda item, or at the annual safety plan review for safety performance targets. • Communicating follow up information on identified hazards reported through the transit worker safety reporting programs and results of actions taken by the SST through posted SST minutes. *after ECCTA has NTD data to support a three-year rolling average to develop the safety risk reduction program safety performance targets As part of the safety risk reduction program, the SST is responsible for assisting with safety risk mitigation of measures to reduce visibility impairments for bus operators that contribute to accidents, including retrofits to vehicles in revenue service and specifications for future procurements that reduce visibility impairments. Safety risk mitigation to reduce visibility impairments for bus operators that contribute to accidents include the following mitigations: marked and trained on the designated location where fixed route operators stop for coolant at maintenance bay 1; retrofitted the plexiglass driver protection barrier hinge and closure design on all revenue vehicles; marked and trained on the mirror station in the yard; re-striped vehicle parking stalls in the yard as needed; re-located the farebox to a consistent location on Tri MyRide to ensure the farebox did not block mirrors. Safety risk mitigation to reduce visibility impairments for bus operators that includes retrofits to vehicles in revenue service and specifications for future procurements that reduce visibility impairments include the following mitigations: vehicle specs and designs will be shared with SST members for review; selected SST members will walk thru and sit in the operator's seat of a new vehicle type prior to revenue service to assess for visibility impairments. The SST is also responsible for assisting with safety risk mitigation of assaults on transit workers by performing a safety risk assessment on the deployment of assault mitigation infrastructure and technology in transit facilities. Safety risk mitigation for assaults on transit workers include the following mitigations for the deployment of assault mitigation infrastructure and technology in facilities: a manufactured driver protection barrier was planned to be installed on all buses ordered as of 2023; the panic button on revenue vehicles will be inspected in preventive maintenance inspections and operators/dispatchers will be trained on using the panic button.
--	---



	ECCTA has also implemented the following measures to protect transit workers from assault: • Radios • Video and Audio Surveillance • Automatic Vehicle Location • Emergency Operations Procedures • Communication Protocols • De-escalation Training • Workplace Violence Prevention Plan and Training • Emergency Alarms • Rider Code of Conduct • Adequate Lighting (in and around facility) • Secure Areas Where Workers Work • Provide Resources for Victims of Assaults • Provide Law Enforcement With Data/Video Surveillance
--	--



Transit Worker Safety Reporting Program

Describe the process and protections for transit workers to report safety concerns, including assaults on transit workers, near-misses, and unsafe acts and conditions to senior management that includes protections for transit workers who report. Describe transit worker behaviors that may result in disciplinary action (and therefore, are excluded from protection).

Safety is a core value at ECCTA. ECCTA is committed to providing a safe work environment for transit workers. Transit workers are the eyes and ears of the organization and a source of safety management information for ECCTA. Any transit worker discovering an unsafe condition is expected to eliminate the situation if it is safe for them to do so and within their authorization to act. Imminent hazards that may be life threatening or cause serious injury must be immediately reported to a supervisor. Any transit worker who has the authority and ability to abate and/or resolve a hazard safely should do so until the issue is fully resolved. For injury prevention and hazard identification, ECCTA and the operations contractor, Transdev, have established various transit worker safety reporting programs.

Operations

Near Miss and Hazard Reporting

ECCTA contracts with Transdev to operate ECCTA's demand response and fixed route bus service. Each Transdev transit worker is issued a Near Miss and Hazard Reporting pad to document and report safety, route, and security concerns. Transit workers are asked to report anything they determine to be a hazard. Each transit worker is also encouraged to report any near miss incidents and hazards. For near miss and hazard reporting purposes, Transdev defines a near miss as "an event you witnessed where no harm was caused, but there was the potential to cause injury or ill health; a dangerous occurrence." And hazard is defined as "anything that may cause harm in the near future." In addition to each Transdev transit worker being issued a Near Miss and Hazard Reporting pad, the reporting pads are also located in the operator's room, next to the safety suggestion box. Transit workers may choose to identify themselves by name or to provide an anonymous report. The program functions as follows:

- 1) If the safety or security hazard requires immediate attention, dispatch is notified immediately. If immediate attention is not required, the transit worker is encouraged to submit the information to management by the end of their workday. The transit worker completes the Near Miss and Hazard Reporting form and gives the form to management or places the form in the safety suggestion box located in the operator's room.
- 2) Safety Manager reviews the report, meets with transit worker if necessary, and has the authority to take immediate and appropriate action to correct the hazardous conditions or unsafe work practices and procedures, and to establish rules of safety as soon as they are identified. If necessary, assistance may be obtained through Transdev's Region Safety Manager.
- 3) For hazards that cannot be immediately corrected due to reasons such as the availability of needed equipment, materials and/or personnel; time for delivery, installation, modification, or construction; training periods; etc., protection shall be provided in the interim to transit workers who need it while correction of hazard is proceeding.
- 4) Safety Manager records an identified hazard in ECCTA's Systems Hazards electronic database. The reported information is shared with the Safety Solutions Team (SST), where the information is reviewed, addressed and documented. Safety concerns reported through the transit worker safety reporting program will include follow up with the transit worker by Transdev. In addition, identified hazards receive follow up through posted SST minutes.
- 5) Positive reinforcement and recognition are given to transit workers who demonstrate correct procedures and actions through Near Miss and Hazard Reporting. In addition,



one winner is randomly selected from all reports at each safety meeting held once a month. Each winner receives a \$25 gift card.

If there is an immediate risk or imminent threat of violence, serious harm, or life-threatening conduct, transit workers immediately call 911, local police, or other law enforcement.

Tri Delta Watch app

Tri Delta Watch is a free downloadable app with a Transit Worker Safety Reporting Program component. Transit workers may report safety concerns and hazards through TWRP in the app. To report a safety concern or hazard in the Tri Delta Watch app, the transit worker will:

- 1) Download the free Tri Delta Watch app
- 2) Click "Settings" on the bottom navigator to set up an account
- 3) Enter their information
- 4) Toggle "Employee of the Organization?" button
- 5) Fill in "Enter ORG Group Code" as TDT
- 6) Select "Report a Problem"
- 7) Select "Report Type"
- 8) Select "TWRP"
- 9) Select the category for the safety concern
- 10) If it is safe to do so, attach an image, report the location, and information on the safety concern

The Manager of Marketing and Customer Service will review the submitted Tri Delta Watch TWRP and forward to the appropriate manager to review and address the safety concern. If an identified hazard is reported through Tri Delta Watch TWRP, the hazard information is recorded in ECCTA's Systems Hazards electronic database. The reported hazard is shared with the Safety Solutions Team (SST), where the information is reviewed, addressed and documented. Safety concerns reported through Tri Delta Watch TWRP will include a follow up message to the transit worker. In addition, identified hazards receive follow up through posted SST minutes.

If there is an immediate risk or imminent threat of violence, serious harm, or life-threatening conduct, transit workers immediately call 911, local police, or other law enforcement.

The "Near Miss and Hazard Reporting" form and Tri Delta Watch app are shown in the Appendix.

The following information is from *First Transit's Public Transportation Agency Safety Plan "Employee Safety Reporting Program"*, pages 16-24 and applies to Transdev transit workers. Transdev acquired First Transit in March 2023 and currently operates ECCTA's location following First Transit policies and procedures.

Conditions that protect a reporting transit worker from discipline or enforcement action
Retaliation against anyone who, in good faith, reports observations of unsafe or illegal activities; or who cooperates in any investigation of such report, is strictly prohibited and is not tolerated, regardless of the outcome of the complaint.

In other words, transit workers are protected for speaking up in good faith under this Policy. Any manager, or co-worker who retaliates against a complaining transit worker or anyone involved in an investigation of a complaint is subject to discipline and/or termination.



Managers are charged with assuring that they and their staff comply with the whistleblower protections and that no retaliation occurs because of a reported safety related issue.

Possible Disciplinary Actions

Reporting unsafe practices, policy violations, violations of the law, etc. is encouraged, and in some instances required, of all transit workers. The primary goal is to be able to identify areas where risk of injury to personnel or customers, or destruction of property may exist; and develop measures to mitigate those risks.

Unless the transit worker's action or in-action is egregious, disciplinary action is not warranted.

Transit workers that fail to report mandatory items, such as:

- Failure to report defective equipment
- Failure to report a hazard
- Failure to procure necessary information for an accident report or
- Submitting an inaccurate or incomplete report

that could lead to serious harm, are subjected to the disciplinary process describe later in this section.

Duty to Report Wrongdoing

All good faith claims of wrongdoing are investigated so that corrective action may be taken. To that purpose, any transit worker, contractor or vendor is encouraged to report wrongdoing or illegal acts to location management so long as they are not believed to be involved in the fraud, waste or abuse being reported. Management ensures the matter is reported to Group Security and it will be investigated and appropriate steps taken to correct the wrongdoing or potential violation.

Self-Reporting

Self-reporting is also encouraged. Anyone who reports his/her own violation will receive due consideration regarding disciplinary action that may be taken.

Open-Door Policy

A workplace where transit workers are treated with respect and one that is responsive to their concerns is important to each of us. Transit workers may have suggestions for improving the workplace, as well as complaints about the workplace. We feel that the most satisfactory solution to a job-related problem or concern is usually reached through a prompt discussion with a transit worker's manager. Each transit worker is encouraged to do so.

If the matter cannot be resolved with one's immediate manager, the transit worker may:

- Speak with their Location General Manager or Region Safety Manager who will attempt to facilitate a solution.
- If a transit worker is unable to resolve the matter through the management chain of command in their location, the transit worker may choose to speak directly to anyone in division management or Human Resources.

The Open-Door Policy also allows transit workers to voice their concerns anonymously.

- If a transit worker would like to submit an anonymous concern, they may contact Transdev's confidential Ethics and Compliance Hotline at 1-866-850-3033.

This Open-Door Policy applies to every transit worker not covered by a collective bargaining agreement. It also extends to contractors and subcontractors.



In situations involving discrimination or harassment, transit workers should follow the Complaint Procedure described in the Discrimination, Harassment and Retaliation Reporting Procedure section of the Employee Handbook without fear of reprisal and should not follow this Open-Door Policy complaint process.

In situations requiring immediate attention, a transit worker may bypass the chain of command, which begins with his or her manager, and contact any level of management or Human Resources directly, without fear of reprisal, and without the need to follow this Open-Door Policy complaint process.

- This may be done in person, by direct contact, phone call, letter, or email message or by utilizing Transdev's confidential Ethics and Compliance Hotline at 1-866-850-3033.

Transit workers are REQUIRED to report the following. Failure to do so WILL lead to disciplinary action.

Accidents/Incidents

Accidents and incidents are a very serious matter and a valuable learning opportunity to improve safety. **SOP #700 – Accident & Safety Data Acquisition and Reporting**, and the supporting **SOP's, 700a – Auto and General Liability Claim Form; 700b – Courtesy Card; 700c – Operator Incident Report**; ensure that the appropriate actions happen at the scene for the safety and security of passengers and transit workers; and that the appropriate data is collected to evaluate the incident, determine culpability; and develop actions to limit or eliminate the possibility of the incident occurring in the future.

Accidents

Accidents are considered to be any collision that occurs while an Operator is on duty. Operators are to report all accidents and collisions to Dispatch immediately upon occurrence. When reporting to Dispatch, the transit worker must state that he or she is reporting an accident and then answer any questions asked by Dispatch.

Additionally, **SOP #700c – Operator Incident Report** and **SOP #700a – Auto & General Liability Claim Form**, must be completed by the Operator involved and location management for accidents, possible claims of accidents, damage to equipment, injury and possible injury not later than one hour after completion of shift on the day of occurrence. Any vehicle defects that may have contributed to an accident shall be included in the report. To help ensure that this deadline is met, transit workers are paid to complete the form.

Transit workers who fail to report an accident may be subject to disciplinary action up to and including termination.

Transit workers must provide transit management with any additional accident information immediately upon request.

Incidents

Incidents with passengers involving slips and falls on or near the vehicle, fights, police action, or removal of a passenger, must be reported to Dispatch immediately; and require a **SOP #700a – Auto & General Liability Claim Form** to be completed by management before going off duty for the workday.

All other incidents and occurrences out of the norm, no matter how slight, are to be reported to Dispatch upon return to the yard.

The following are examples of incidents that must be reported:

- Broken or cracked windows from unknown causes,
- Cut seats,



- Service delays,
- Passing up passengers,
- Insufficient or excessive running time in schedule,
- Overloads, etc.

If in doubt, immediately contact Dispatch.

Operators Witnessing an Accident shall notify Dispatch immediately, even though their vehicle may not be involved.

Required Courtesy Cards

In the event of an accident or an incident, Operators must distribute **SOP #700b – Courtesy Cards** then retrieve as many as possible from passengers and persons in the immediate area of the accident or incident who may have witnessed the event.

Duty to Report Law Enforcement Actions

Transit workers are required to report any arrests, indictments or convictions to their immediate manager or Human Resources immediately, but no later than prior to the next scheduled work shift, to the extent permitted by applicable law. If the circumstances and the offense charged, in our judgment, present a potential risk to the safety and/or security of our customers, transit workers, premises and/or property, such events may result in disciplinary or other appropriate action to the extent permitted by applicable law.

Operators and safety sensitive employees are required to report all Driving Under the Influence (DUI) or Driving While Intoxicated (DWI) related charges, vehicular collisions, and any moving violation citations received in any vehicle immediately if possible, but no later than prior to their next scheduled work shift, consistent with applicable law.

Possible Disciplinary Actions

A tiered approach is used to determine possible disciplinary actions. Infractions that lead to disciplinary action are categorized into four categories;

- Class 1 – Dischargeable Offenses, the most serious and unacceptable behavior
- Class 2 – Serious violations of the performance code
- Class 3 – Secondary violations of the performance code
- Class 4 – Lesser violations of the performance code that may result in disciplinary action depending on the circumstances or repeated violations

Examples of **Class 1 Dischargeable Offenses** include:

- Convictions and imprisonment for such offenses as DUI, DWI, child abuse, etc.
- Safety; some offenses are of such a serious nature that termination is appropriate for the first offense. Those include but are not limited to:
 - o Failure to properly secure mobility devices
 - o Cell phone use while operating a company vehicle
 - o Striking a pedestrian
 - o Colliding into the rear of another vehicle or stationary object
 - o Running a red light or stop sign
 - o Entering a railroad crossing when the lights are flashing
- Violation of the Drug & Alcohol Policy
- Dishonesty



- Stealing/Theft
- Unauthorized Use or Removal of Company / Client Property or Vehicle
- Violence / Fighting / Threats
- Harassment
- Insubordination
- Security
- Sleeping on the Job
- Destruction of Property
- Failure to Return to Work
- Leaving Bus or Passengers
- Failure to Follow Sleeping Passenger Rules

Examples of **Class 2 Infractions** considered to be serious violations of the performance code include:

- Abusing or misusing sick leave
- Exchanging work assignments (trade) without proper authority
- Stopping work prior to the end of any shift without management's permission
- Excessive absenteeism, tardiness, starting work late after on the clock, or a pattern of unexcused absences unless otherwise permitted by law
- Reporting for work in an unfit condition
- Failing to obtain permission to leave work during normal working hours
- Discourteous or inappropriate attitude or behavior toward passengers or other members of the public
- Failure to comply with PPE directives
- Failure to wear a High Visibility Safety Vest, Reflective Safety Vest, or Company issued High Visibility Uniform Shirt according to Company policies
- Failure to wear Safety Glasses in compliance with PPE directives
- Failure to wear Company Assigned Shoe Grips when directed to do so
- Violation of vehicle operating regulations
- Failure to observe safety, sanitation, or disciplinary policies of the client or Company, or laws and regulations of Local, State, or Federal governments
- Failure to comply with the Risk Assessment policy
- Working more than an employee's regularly scheduled hours without advance approval of the Company
- Failure to operate a Company vehicle according to assigned route or timetable
- Failure of any Operator, Safety Sensitive Employee or employee required to be licensed for driving, to renew and maintain a valid, appropriate driver's license with required endorsements and a medical certificate for driving a Company vehicle



- Failure to wait for connections or passing up passengers
- Transport of unauthorized persons
- Attempting to enter, entering or assisting any person to enter, or attempt to enter a Company location or restricted areas without proper authority

Examples of **Class 3 Infractions**, considered to be secondary violations of the performance code, include:

- Mandatory Reporting failure including:
 - o Failure to report defective equipment
 - o Failure to report a hazard
 - o Failure to procure necessary information for an accident report or submitting an inaccurate or incomplete report
 - o Failure to report law enforcement actions
- Posting, circulating or distributing written or printed material during working times and in working areas
- Failure to adhere to the Company Reverse Parking policy for Company vehicles and personal vehicles
- Use of a Company-owned radio or cell phone for non-Company business during working time
- Failure of any Operator to have in his or her possession a valid, appropriate driver's license with required endorsements and a medical certificate while driving a Company vehicle

Examples of **Class 4 Infractions**, considered to be lesser violations of the performance code that may result in disciplinary action depending on the circumstances or repeated violations, include:

- Failure to comply with the dress code, uniform policy, cleanliness, personal hygiene, personal grooming habits, or other requirements established by the client or Company
- Reporting for duty in an improper uniform, presenting an untidy, unkept or dirty appearance of person or uniform, or improperly displaying uniform articles, Company emblem, or authorized pins and badges
- Parking a personal vehicle in a restricted area at a Company location
- Neglect of job duties and responsibilities, or lack of application or effort on the job
- Incompetence or failure to meet reasonable standards of efficiency or effectiveness
- Failure to provide a current address or telephone number
- Failure to inform of changes in status of dependents for insurance coverage
- Littering the employee lounge area, restrooms, or any other Company property
- Failure to read notices and bulletins and not making an effort to stay informed

Applying Disciplinary Actions

Although employment may be terminated at-will by either the transit worker or



Transdev at any time in accordance with applicable law, without following any formal system of discipline or warning, Transdev may exercise discretion to utilize forms of discipline that are less severe than termination.

Whenever a transit worker is subject to discipline, the employee's work record, including violations occurring in the relevant time period, is reviewed before determining penalty.

The chart below describes how disciplinary actions are applied.

Class of Infraction	Discharge	Suspension	Written Warning
1	1st Offense	-----	-----
2	2nd Offense*	1st Offense	-----
3	3rd Offense*	2nd Offense*	1st Offense
4	4th Offense*	3rd Offense*	1st & 2nd Offense*

*Within 12 months of first offense, 36 months for safety

Additionally, the following criteria may be used to determine discipline specific to any type of traffic violation or preventable accident.

Major Offenses	Action
One violation	Discharge
Serious Violations	Action
One violation	Written warning
Two violations within any 36-month period	Discharge
Moving Violations	Action
Two violations within any 36-month period	Three-day Suspension
Three violations within any 36-month period	Discharge
Two violations within any 12-month period	Discharge
Preventable Vehicle Accidents	Action
One preventable accident	Written warning
Two preventable accidents within any 36-month period	Five-day Suspension
Three preventable accidents within any 36-month period	Discharge
Two preventable accidents within any 12-month period	Discharge

Details of the reporting requirements, infractions of company policy, and disciplinary actions that may be taken are described in more detail in *the Transdev Employee Handbook*.

Facilities

ECCTA maintenance and administration transit workers are encouraged to report anything believed to be a hazardous condition or practice that may cause injury to people, property, or the environment. In addition, transit workers are encouraged to share any suggestions to improve safety in the workplace. All injuries, accidents and near misses must be reported.



Unsafe Conditions Report

ECCTA maintenance and administration transit workers use the Unsafe Conditions Report to communicate any safety concerns or hazards. Forms are available in the administration hallway filing cabinet and in the maintenance work station. Transit workers may choose to identify themselves by name or to provide an anonymous report. The program functions as follows:

- 1) ECCTA transit worker completes the Unsafe Conditions Report and gives the form to their supervisor or to the Manager of Administrative Services (in person or in mailbox), or places it in the Administration Communications Confidential Mailbox located in the maintenance computer station. The Manager of Administrative Services reviews the report, meets with the transit worker if necessary, and has authority to take immediate and appropriate action to correct the hazardous conditions or unsafe work practices and procedures, and to establish rules of safety as soon as they are identified.
- 2) For hazards that cannot be immediately corrected due to reasons such as the availability of needed equipment, materials and/or personnel; time for delivery, installation, modification, or construction; training periods; etc., protection shall be provided in the interim to transit workers who need it while correction of hazard is proceeding.
- 3) The Manager of Administrative Services notes any corrective action or the reason for no action taken on the Unsafe Conditions Report and submits a copy to the transit worker.
- 4) The Manager of Administrative Services records identified hazard information in ECCTA's Systems Hazards electronic database. The reported information is shared with the Safety Solutions Team (SST), where the information is reviewed, addressed and documented. Safety concerns reported through the ECCTA transit worker safety reporting program will include follow up with the ECCTA transit worker. In addition, identified hazards receive follow up through posted SST minutes.
- 5) The Manager of Administrative Services saves the Unsafe Conditions Report in a binder.

If there is an immediate risk or imminent threat of violence, serious harm, or life-threatening conduct, transit workers immediately call 911, local police, or other law enforcement.

Suggestion Box

ECCTA maintenance and administration transit workers may also report any suggestions through a Suggestion Box. Transit workers may choose to identify themselves by name or to provide an anonymous suggestion. A suggestion box is located in the maintenance computer station and on top of the administration hallway filing cabinet. The program functions as follows:

- 1) The ECCTA transit worker completes the Suggestion form located next to the Suggestion Box and places the form in the Suggestion Box.
- 2) Suggestions are reviewed monthly by the CEO, COO, Director of Maintenance, and Manager of Administrative Services.
- 3) The Manager of Administrative Services records identified hazard information in ECCTA's Systems Hazards electronic database. The reported information is shared with the Safety Solutions Team (SST). Safety concerns reported through the ECCTA transit worker safety reporting program will include follow up with the ECCTA transit worker. In addition, identified hazards receive follow up through posted SST minutes.

If a transit worker's suggestion is chosen to be implemented and acted upon, the transit worker receives a \$50 check and recognition for their suggestion.



If there is an immediate risk or imminent threat of violence, serious harm, or life-threatening conduct, transit workers immediately call 911, local police, or other law enforcement.

Tri Delta Watch app

Tri Delta Watch is a free downloadable app with a Transit Worker Safety Reporting Program component. ECCTA maintenance and administration transit workers may report safety concerns and hazards through TWRP in the app. To report a safety concern or hazard in the Tri Delta Watch app, the transit worker will:

- 1) Download the free Tri Delta Watch app
- 2) Click “Settings” on the bottom navigator to set up an account
- 3) Enter their information
- 4) Toggle “Employee of the Organization?” button
- 5) Fill in “Enter ORG Group Code” as TDT
- 6) Select “Report a Problem”
- 7) Select “Report Type”
- 8) Select “TWRP”
- 9) Select the category for the safety concern
- 10) If it is safe to do so, attach an image, report the location, and information on the safety concern

The Manager of Marketing and Customer Service will review the submitted TWRP and forward to the appropriate manager to review and address the safety concern. If an identified hazard is reported through TWRP, the hazard information is recorded in ECCTA's Systems Hazards electronic database. The reported hazard is shared with the Safety Solutions Team (SST), where the information is reviewed, addressed and documented. Safety concerns reported through TWRP will include a follow up message to the transit worker. In addition, identified hazards receive follow up through posted SST minutes.

If there is an immediate risk or imminent threat of violence, serious harm, or life-threatening conduct, transit workers immediately call 911, local police, or other law enforcement.

The Unsafe Conditions Report, Suggestion form, and Tri Delta Watch app are shown in the Appendix.

Conditions that protect a reporting transit worker from discipline or enforcement action:

No action will be taken against any ECCTA maintenance or administration transit worker who discloses a safety concern through the ECCTA transit worker safety reporting program, unless disclosure indicates an illegal act, gross negligence, or a deliberate or willful disregard of regulations or procedures.



5. Safety Risk Management

Safety Risk Management Process

Describe the Safety Risk Management process, including:

- *Hazard Identification: The methods or processes to identify hazards and potential consequences of the hazards.*
- *Safety Risk Assessment: The methods or processes to assess the safety risk associated with identified hazards.*
- *Safety Risk Mitigation: The methods or processes to identify mitigations or strategies necessary as a result of safety risk assessment.*

ECCTA's Safety Risk Management Process applies to all elements of the transit system.

Hazard Identification

ECCTA desires to identify and address hazards before they cause problems. Many programs, procedures, and reporting forms are in place to assist with hazard identification. A hazard is defined as any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment. If a hazard is identified through ECCTA or Transdev's programs, procedures or reporting forms, the worst, credible potential consequence of the hazard is evaluated through the safety risk assessment process and the information is entered in ECCTA's Systems Hazards electronic database. The programs, procedures and reporting forms used for hazard identification include the following:

- **Transit Worker Safety Reporting Program**

Through the ECCTA and Transdev transit worker safety reporting programs, all transit workers are encouraged to report anything believed to be a hazardous condition or unsafe practice that may cause injury to people, property, or the environment. In addition, transit workers are encouraged to share any suggestions to improve safety in the workplace. All injuries, accidents and near misses are to be reported. Hazards identified through the ECCTA and Transdev transit worker safety reporting programs and the worst, credible potential consequence of a hazard are recorded in ECCTA's Systems Hazards electronic database by the Manager of Administrative Services and Safety Manager.

Operations

Upon hire, each Transdev transit worker is provided the Employee Handbook with information on the Transdev transit worker safety reporting program and a Near Miss and Hazard Reporting pad. Additionally, transit workers learn about the Near Miss and Hazard Reporting form at each monthly in-service meeting when positive reinforcement and recognition is given to transit workers who demonstrate correct procedures and actions through Near Miss and Hazard Reporting. Transit workers are also trained on the Safety Management Policy Statement, using the Near Miss and Hazard Reporting pad and Tri Delta Watch app annually at an in-service meeting.

Facilities

Upon hire, ECCTA maintenance and administration transit workers are provided information on the ECCTA transit worker safety reporting program and Safety Management Policy Statement. Additionally, The Safety Management Policy Statement is reviewed and transit workers learn about the reporting forms available to them annually at a "Hazard Communication" and a "Safety Management System" training



class. The reporting forms include: Unsafe Conditions Report, Suggestion form, and the Tri Delta Watch app. ECCTA transit workers are also reminded quarterly about the Suggestion box and Suggestion form when suggestion winners are recognized and rewarded.

- **Facility Inspections**

ECCTA management is responsible for overseeing periodic occupational and operational inspections of facilities and equipment to identify hazards on a proactive basis. Inspection types include safety/health inspections, facility inspections, and preventative equipment inspections. A hazard identified through facility inspections, the worst, credible potential consequence of the hazard, and any corrective action taken are recorded in ECCTA's Systems Hazards electronic database by the Facilities Supervisor and Director of Maintenance.

Operations

Daily Safety and Health Walkthrough and Checklist

A daily routine safety and health walkthrough is performed to promptly identify hazardous conditions at the facility. An identified hazard, the worst, credible potential consequence of a hazard, and any corrective action taken from the Daily Safety and Health Walkthrough are recorded in ECCTA's Systems Hazards electronic database by the Safety Manager. SOP #802- Daily Safety and Health Walkthrough and #802a- Daily Safety and Health Walkthrough Checklist outlines procedures followed.

Facility Parking Risk Management Assessment

Inadequate turning areas, blind corners, and uneven walking surfaces can all cause collisions or employee injury in parking areas. SOP #901- Facility Parking Risk Assessment helps identify and prevent these types of collisions for both buses and personal vehicles. The Contract General Manager must ensure compliance with all provisions of the SOP. The risk of the facility is assessed as follows:

- o Annually
- o Unscheduled- whenever a significant vehicle collision or a pedestrian strike occurs in the bus yard or on company premises.
- o SOP #901a- Facility Parking Risk Assessment Guide and SOP #901b- Facility Parking Risk Assessment Form are tools to help with this assessment.
- o An identified hazard, the worst, credible potential consequence of a hazard, and any corrective action taken from the Facility Parking Risk Management Assessment are recorded in ECCTA's Systems Hazards electronic database by the Safety Manager.

Facilities

Administration, Operations & Maintenance Facility Plan

The schedule for daily, weekly, monthly, quarterly and annual facility inspections is outlined in ECCTA's Administration, Operations & Maintenance Facility Plan. An identified hazard, the worst, credible potential consequence of a hazard, and any corrective action taken from the facility inspections are recorded in ECCTA's Systems Hazards electronic database by the Facilities Supervisor and Director of Maintenance.

Stormwater Prevention Plan (SWPP)

As part of ECCTA's SWPP, weekly inspections are performed on the spill covers, storm drains, sump, and sweeper. Monthly inspections are performed on eye wash stations and fire extinguishers. Annual inspections of the facility are performed to review stormwater regulation requirements compliance. Stormwater runoff samples are taken during qualifying storm events and are tested for environmental pollutants. Any identified



deficiencies noted in the inspections, or when individual sample test results either exceed the instantaneous NAL or the average NAL, will be investigated to determine the cause. Deficiencies and test results exceeding either the instantaneous or average NAL caused by an identified hazard will be recorded in ECCTA's Systems Hazards electronic database by the Facilities Supervisor, Manager of Administrative Services, or Director of Maintenance.

Maintenance Plan

ECCTA's Maintenance Plan outlines the schedule for preventative maintenance and vehicle inspections. Vehicle inspections, which may identify a series of defects in components and parts with the potential to impact the safety performance of the vehicle are reviewed. An identified hazard, the worst, credible potential consequence of a hazard, and any corrective action taken is recorded in ECCTA's Systems Hazards electronic database by the Facilities Supervisor and Director of Maintenance.

Injury and Illness Prevention Plan (IIPP)

As documented in ECCTA's IIPP, a Hazard Assessment Checklist for the facility is completed annually. If any item on the checklist is marked "N," then a resolution will be sought as soon as possible. If the status of the item creates a hazard, or if the resolution of the item creates a hazard, that hazard will be recorded in ECCTA's Systems Hazards electronic database by the Facilities Supervisor or Manager of Administrative Services.

- **Positive Check-In Procedures and Reasonable Suspicion**

Positive check-in procedures are to ensure operators reporting are fit-for-duty. SOP #804- Positive Check-In Procedures and Reasonable Suspicion outlines procedures followed.

- **On-Board Video Technology**

SOP #704- On-Board Video Technology provides a summary of the on-board video system and company standards that all operations transit workers must follow when operating a company vehicle equipped with on-board video technology. This technology is a valuable resource that helps operations instill positive driving behaviors by providing opportunities to view recorded driving events, driver history, and company trends. The goal of this in-cab camera technology is to proactively identify unsafe behaviors and improve those identified behaviors through coaching, retraining, and if necessary, disciplinary measures in accordance with the provisions of the Employee Handbook and applicable Collective Bargaining Agreements. A hazard identified through on-board video technology, the worst, credible potential consequence of the hazard, and any corrective action taken is recorded in ECCTA's Systems Hazards electronic database by the Safety Manager.

- **Incident Report and Initial Exposure Incident Report Operations**

Transdev transit workers document incidents that occur on the road, on the bus, or at the facility through an Incident Report. Incident Reports are for reporting any of the following that occurred: injury to transit worker, dispute between transit workers, dispute between operator/passenger, dispute between operator, motorist, dispute between passengers, operator/passenger victim of assault/theft, intoxicated passenger, passenger illness, vandalism/damage to bus, fire on bus, bus struck animal, witness report, dispute- fare/transfer, missed passenger, object struck bus, off route, other.

Incidents with passengers involving slips and falls on or near the vehicle, fights, police action, or removal of a passenger, must be reported to dispatch immediately and require



SOP #700a– Auto & General Liability Claim Form to be completed by management before going off duty for the workday.

All other incidents and occurrences out of the norm, no matter how slight, are to be reported to dispatch upon return to the yard.

If in doubt, operators are to immediately contact dispatch.

If a hazard is identified through the Incident Report, the information is recorded in ECCTA's Systems Hazards electronic database by the Safety Manager. Risk of operator assault is identified and mitigated through incident reporting.

Facilities

ECCTA maintenance and administration transit workers document incidents that occur through an Incident Report. Incident Reports are for reporting any of the following that occurred: transit worker injury, dispute between ECCTA transit workers, property damage, environmental issue, other. If a hazard is identified through the Incident Report, the information is recorded in ECCTA's Systems Hazards electronic database by the Manager of Administrative Services.

ECCTA maintenance and administration transit workers document blood borne pathogen incidents through an Initial Exposure Incident Report. If a hazard is identified through the Initial Exposure Incident Report, the information is recorded in ECCTA's Systems Hazards electronic database by the Facilities Supervisor.

- **Accident Investigation**

Operations

Operator Incident Report

Auto & General Liability Claim Form

Accident & Safety Data Acquisition and Reporting

Courtesy Card

Accidents are considered to be any collision that occurs while an operator is on duty. Operators are to report all accidents and collisions to dispatch immediately upon occurrence. The following SOPs are for accident investigation.

SOP #700c– Operator Incident Report and SOP #700a– Auto & General Liability Claim Form, must be completed by the operator involved and management for accidents, possible claims of accidents, damage to equipment, injury and possible injury not later than one hour after completion of shift on the day of occurrence. Any vehicle defects that may have contributed to an accident shall be included in the report.

SOP #700– Accident & Safety Data Acquisition and Reporting, and the supporting SOP's, 700a– Auto and General Liability Claim Form; 700b- Courtesy Card; 700c– Operator Incident Report; ensure that the appropriate actions happen at the scene for the safety and security of transit workers and passengers; and that the appropriate data is collected to evaluate the incident, determine culpability; and develop actions to limit or eliminate the possibility of the incident occurring in the future.

An identified hazard, the worst, credible potential consequence of the hazard, and any corrective action taken from the accident investigation are recorded in ECCTA's Systems Hazards electronic database by the Safety Manager.



Facilities

Occupational Incident/Injury/Illness Investigation Report

All ECCTA maintenance and administration transit workers are required to immediately report and document accidents, incidents, and occurrences. The Occupational Incident/Injury/Illness Investigation Report is used to investigate reported accidents, incidents, and occurrences. Root cause analysis is documented during the investigation. If a hazard is determined to be a possible causal factor, the hazard will be recorded in ECCTA's Systems Hazards electronic database by the Manager of Administrative Services and evaluated through the Safety Risk Management process.

- **Data and Information Provided by an Oversight Authority, including but not limited to the Federal Transit Administration (FTA) or the State**
ECCTA will monitor data and information provided by an oversight authority for any identified hazards which include but is not limited to the FTA, CDC, CDPH and other federal, state and local authorities. If the identified hazards are applicable to ECCTA, the SMS Executive will record the information in the Systems Hazards electronic database.
- **Data and information regarding exposure to infectious disease provided by the Centers for Disease Control and Prevention (CDC) and California Department of Public Health (CDPH)**

Operations

The following SOPs align with the Center for Disease Control & Prevention to minimize the exposure of the public, personnel, and property to hazards and unsafe conditions relative to infectious diseases.

SOP #809 – Infection Control & Response for H1N1 Influenza / MRSA / Coronavirus

SOP #809a – MRSA General Information

SOP #809b – H1N1 Flu General Information

SOP #809c – Coronavirus General Information

SOP#810 – Bus/Work Area Disinfecting

Facilities

ECCTA will monitor data and information provided by the CDC and CDPH for identifying safety risk mitigations or strategies to minimize the exposure of the public, personnel, and property to infectious diseases. If the recommended mitigations or strategies are applicable to ECCTA, the Manager of Administrative Services will record the safety risk mitigations or strategies in the Systems Hazards electronic database.

Injury and Illness Prevention Program (IIPP)

ECCTA follows Cal/Osha regulations and also monitors the CDC and CDPH for information on infectious diseases. ECCTA will evaluate the IIPP, as necessary and in accordance with Cal/Osha regulations, to determine if actions are necessary to minimize the exposure of the public, personnel, and property to hazards and unsafe conditions associated with infectious diseases. A COVID-19 Supplement and a Public Health Policy are included in the IIPP. The Manager of Administrative Services is responsible for updating the IIPP.

- **Safety Concerns Identified Through Safety Assurance Activities**
Any safety concerns the SST identifies through safety assurance activities will be recorded in the Systems Hazards electronic database by the SMS Executive.
- **Safety Risk Reduction Program**
ECCTA 's comprehensive Safety Risk Reduction Program to improve safety and assist with mitigation of accidents, injuries, and assaults on transit workers includes reviewing



information submitted through various reporting programs to identify, assess, and mitigate hazards associated with accidents, injuries, and transit worker assaults, and reporting transit worker assaults according to reporting requirements in FTA's National Transit Database.

The reporting programs also assist ECCTA in identifying visibility impairments for bus operators and mitigating visibility impairments. If a visibility impairment is reported, the impairment will be recorded in the Systems Hazards electronic database by the manager assigned to the reporting program.

- **Transit Worker Safety Reporting Program-** Through the ECCTA and Transdev employee safety reporting programs, all employees are encouraged to report anything believed to be a hazardous condition or unsafe practice that may cause injury to people, property, or the environment. In addition, employees are encouraged to share any suggestions to improve safety in the workplace. All injuries, accidents and near misses are to be reported. This includes transit worker assaults and transit worker assault information is reviewed and reported in FTA's National Transit Database according to reporting requirements. Hazards identified through the ECCTA and Transdev transit worker safety reporting programs and the worst, credible potential consequence of a hazard are recorded in ECCTA's Systems Hazards electronic database by the Manager of Administrative Services and Safety Manager
- **Incident Report-** Transdev transit workers document incidents that occur on the road, on the bus, or at the facility through an Incident Report. Incident Reports are for reporting any of the following that occurred: injury to transit worker, dispute between transit workers, dispute between operator/passenger, dispute between operator, motorist, dispute between passengers, operator/passenger victim of assault/theft, intoxicated passenger, passenger illness, vandalism/damage to bus, fire on bus, bus struck animal, witness report, dispute- fare/transfer, missed passenger, object struck bus, off route, other.

Incidents with passengers involving slips and falls on or near the vehicle, fights, police action, or removal of a passenger, must be reported to dispatch immediately and require a SOP #700a– Auto & General Liability Claim Form to be completed by management before going off duty for the workday.

All other incidents and occurrences out of the norm, no matter how slight, are to be reported to dispatch upon return to the yard.

If in doubt, operators are to immediately contact dispatch.

Transit worker assault information is reviewed and reported in FTA's National Transit Database according to reporting requirements. If a hazard is identified through the Incident Report, the information is recorded in ECCTA's Systems Hazards electronic database by the Safety Manager.

ECCTA maintenance and administration transit workers document incidents that occur through an Incident Report. Incident Reports are for reporting any of the following that occurred: transit worker injury, dispute between ECCTA transit workers, property damage, environmental issue, other. This includes transit worker assaults and transit worker assault information is reviewed and reported in FTA's National Transit Database according to reporting requirements. If a hazard is identified through the Incident Report, the information is recorded in ECCTA's Systems Hazards electronic database by the Manager of Administrative Services.



- **Accident Investigations-** Accidents are considered to be any collision that occurs while an operator is on duty. Operators are to report all accidents and collisions to dispatch immediately upon occurrence. The following SOPs are for accident investigation.

SOP #700c– Operator Incident Report and SOP #700a– Auto & General Liability Claim Form, must be completed by the operator involved and management for accidents, possible claims of accidents, damage to equipment, injury and possible injury not later than one hour after completion of shift on the day of occurrence. Any vehicle defects that may have contributed to an accident shall be included in the report.

SOP #700– Accident & Safety Data Acquisition and Reporting, SOP 700a– Auto and General Liability Claim Form; 700b- Courtesy Card; 700c– Operator Incident Report; ensure that the appropriate actions happen at the scene for the safety and security of transit workers and passengers; and that the appropriate data is collected to evaluate the incident, determine culpability; and develop actions to limit or eliminate the possibility of the incident occurring in the future.

An identified hazard, the worst, credible potential consequence of the hazard, and any corrective action taken from the accident investigation are recorded in ECCTA's Systems Hazards electronic database by the Safety Manager.

- **Occupational Incident/Injury/Illness Investigation Report-** All ECCTA maintenance and administration transit workers are required to immediately report and document accidents, incidents, and occurrences. The Occupational Incident/Injury/Illness Investigation Report is used to investigate reported accidents, incident, and occurrences. Root cause analysis is documented during the investigation. If a hazard is determined to be a possible causal factor, the hazard will be recorded in ECCTA's Systems Hazards electronic database by the Manager of Administrative Services and evaluated through the Safety Risk Management process.

The Maintenance Plan is located in the Director of Maintenance office. The Administration, Operations & Maintenance Facility Plan and Initial Exposure Incident Report are located in the Facilities Supervisor's office. The SWPP, IIPP, Incident Report, and Occupational Incident/Injury/Illness Investigation Report are located in the Manager of Administrative Services office. The Daily Health and Safety Walkthrough, Daily Health and Safety Walkthrough Checklist, Incident Report, Incident Alert, Auto & General Liability Claim Form, Accident & Safety Data Acquisition and Reporting, and Courtesy Card are located with the Contract General Manager and with the SMS Executive.

Safety Risk Assessment

Systems Hazards electronic database

ECCTA uses a Systems Hazards electronic database to assist with safety risk assessment. When a hazard is identified, a Systems Hazards Sheet is created to measure and analyze the safety risk. The Systems Hazards Sheet is saved in the Systems Hazards electronic database. The safety risk description is documented on the Systems Hazards Sheet. Applicable details such as bus number and location are reported, if available. The safety risk likelihood and safety risk severity are determined taking into account existing safety risk mitigations, then a safety risk assessment is automatically calculated based on the Safety Risk Assessment Matrix.



Safety risk impact, safety risk response, and response strategy are documented. A contingency plan is documented if it is determined necessary. The information is shared and discussed by the Safety Solutions Team. After approval of any additional safety risk mitigation, safety risk mitigation steps are implemented by an assigned manager, then the safety risk index is reviewed.

1) Safety Risk Likelihood

The definition of safety risk likelihood is how often the potential consequence of the hazard might occur, considering the worst foreseeable- but credible- condition. Determination of safety risk likelihood must take into account existing safety risk mitigations. The subjective measure is ranked as follows:

- A) Frequent-** Will occur frequently in the life of an item; continuously experienced in fleet/inventory
- B) Probable-** Will occur several times in the life of an item; will likely occur in fleet/inventory
- C) Occasional-** Likely to occur sometimes in the life of an item; will occur several times in fleet/inventory
- D) Remote-** Unlikely but possible to occur in life of an item; unlikely, but can be expected to occur in fleet/inventory
- E) Improbable-** So unlikely, occurrence may not be experienced; unlikely to occur, but possible to occur in fleet/inventory
- F) Eliminated-** Safety risk removed/eliminated; will not occur in fleet/inventory

	Likelihood Level	Likelihood of event in specific item	Occurrence Description
a	Frequent	Will occur frequently	Continuously Experienced
b	Probable	Will occur several times	Will likely occur
c	Occasional	Likely to occur sometimes	Will occur several times
d	Remote	Unlikely but possible to occur	Unlikely, but can be expected to occur
e	Improbable	So unlikely, occurrence may not be experienced	Unlikely to occur, but possible
f	Eliminated	Safety risk removed / eliminated	Will not occur

2) Safety Risk Severity

Safety risk severity is the anticipated effects of a potential consequence of the hazard, should it materialize. It is a subjective assessment of the damaging potential of the consequence of the hazard under the worst foreseeable- but credible- condition. Determination of safety risk severity must take into account existing safety risk mitigations. Safety risk severity is categorized as follows:

- 1) Catastrophic-** Death or system loss
- 2) Critical-** Severe injury, severe occupational illness, or major system damage
- 3) Marginal-** Minor injury, minor occupational illness, or minor system damage
- 4) Negligible-** Less than minor injury, less than minor occupational illness, or less than minor system damage



Severity	1. Catastrophic	2. Critical	3. Marginal	4. Negligible
Injury	Death	Severe Injury	Minor Injury	Less Than Minor Injury
Occupational Illness	Death	Severe Occupational Illness	Minor Occupational Illness	Less Than Minor Occupational Illness
Service/ Operation	System Loss	Major System Damage	Minor System Damage	Less Than Minor System Damage

3) Safety Risk Assessment Matrix

The Safety Risk Assessment Matrix calculates the safety risk level based on the safety risk likelihood and safety risk severity analysis. The safety risk assessment allows ECCTA to evaluate the acceptability of the safety risk and prioritize safety risk mitigation efforts.

1) High

2) Serious

3) Medium

4) Low

5) Eliminated

ECCTA SAFETY RISK ASSESSMENT MATRIX

ECCTA Safety Risk Assessment Matrix		SEVERITY			
		1. Catastrophic	2. Critical	3. Marginal	4. Negligible
LIKELIHOOD	a. Frequent	High (1a)	High (2a)	Serious (3a)	Medium (4a)
	b. Probable	High (1b)	High (2b)	Serious (3b)	Medium (4b)
	c. Occasional	High (1c)	Serious (2c)	Medium (3c)	Low (4c)
	d. Remote	Serious (1d)	Medium (2d)	Medium (3d)	Low (4d)
	e. Improbable	Medium (1e)	Medium (2e)	Medium (3e)	Low (4e)
	f. Eliminated	Eliminated			
Resolution Requirements					
High		Unacceptable	correction required		
Serious		Undesirable	correction may be required, decision by management		
Medium		Acceptable w/ review	with review and documentation by management		
Low		Acceptable	without review		
Eliminated		Acceptable	no action needed		

Based on Military Standard 882E

4) Safety Risk Impact

Safety risk impact describes the worst, credible potential consequence of a hazard.

5) Safety Risk Response

Safety risk response strategies are the approaches ECCTA can take to manage the safety risk associated with the hazard. Safety risk response is categorized as follows:

1) **Acceptance.** Accept the potential consequences of the hazard.

2) **Avoidance.** Avoid the potential consequences of the hazard.

3) **Contingency.** Backup solution to reduce the likelihood and/or severity of potential consequences of the hazard.

4) **Mitigation.** Solution to reduce the likelihood and/or severity of potential consequences of the hazard.

5) **Transfer.** Shift the potential consequences of the hazard from one party to another.



The Systems Hazards Sheet is listed in the Appendix.

Safety Risk Mitigation

ECCTA strives to reduce to the lowest level practical, the safety risk associated with an identified hazard. Safety risk mitigation is not synonymous with hazard elimination. ECCTA's transit environment contains some hazards that are impossible to eliminate and others that are highly impractical to eliminate. Accomplishing reduction of safety risk to the lowest practical level occurs in a variety of ways, from protective and warning devices to special procedures. There are, however, some hazards that present unacceptable safety risk requiring reduction or elimination of the safety risk. Part of the safety risk mitigation process is the use of the Safety Risk Assessment Matrix. The matrix describes if the safety risk level is acceptable, acceptable with review, undesirable, or unacceptable.

ECCTA's Safety Risk Assessment Matrix is as follows:

ECCTA SAFETY RISK ASSESSMENT MATRIX

ECCTA Safety Risk Assessment Matrix		SEVERITY			
		1. Catastrophic	2. Critical	3. Marginal	4. Negligible
LIKELIHOOD	a. Frequent	High (1a)	High (2a)	Serious (3a)	Medium (4a)
	b. Probable	High (1b)	High (2b)	Serious (3b)	Medium (4b)
	c. Occasional	High (1c)	Serious (2c)	Medium (3c)	Low (4c)
	d. Remote	Serious (1d)	Medium (2d)	Medium (3d)	Low (4d)
	e. Improbable	Medium (1e)	Medium (2e)	Medium (3e)	Low (4e)
	f. Eliminated	Eliminated			
Resolution Requirements					
High		Unacceptable	correction required		
Serious		Undesirable	correction may be required, decision by management		
Medium		Acceptable w/ review	with review and documentation by management		
Low		Acceptable	without review		
Eliminated		Acceptable	no action needed		

Based on Military Standard 882E

After the safety risk assessment is complete, resolution requirements indicate if the safety risk level is:

- 1) **High- Unacceptable** with correction required
- 2) **Serious- Undesirable** and correction may be required, decision by management needed
- 3) **Medium- Acceptable with review** and documentation by management
- 4) **Low- Acceptable** without review by management
- 5) **Eliminated- Acceptable** with no action needed

Elimination or reduction of hazards with safety risk in the highest safety risk category in the Safety Risk Assessment Matrix (High: 1a, 1b, 1c, 2a, 2b) occurs until the hazards are in a lower safety risk category and acceptable. Elimination or reduction of hazards with safety risk in the second highest safety risk category in the Safety Risk Assessment Matrix (Serious: 1d, 2c, 3a, 3b) occurs until the hazards are in a lower safety risk category, if possible, and acceptable.

Approach to Hazard Elimination and Safety Risk Mitigation

If the safety risk associated with an identified hazard requires correction, safety risk mitigation efforts will occur, if possible. Safety risk mitigation is a solution that reduces the likelihood and/or severity of potential consequences of the hazard. If safety risk mitigation is recommended, ECCTA uses a hierarchical approach to eliminate or reduce the safety risk associated with the hazard:



- 1) **Design for minimum safety risk**
- 2) **Use of safety devices**
- 3) **Use of warning devices**
- 4) **Provide special procedures and training**
- 5) **Provide Personal Protective Equipment (PPE)**

Design for minimum safety risk

When designing for minimum safety risk, there should be provisions in all designs to identify and eliminate hazards through appropriate safety and security design concepts. To the extent permitted by cost and practicality, identified hazards are eliminated or controlled by the design of equipment, systems and facilities. Design provides safety risk mitigation to the lowest practical risk level for hazards not eliminated.

Use of safety devices

After design, the use of fixed, automatic, or other protective safety devices may reduce remaining hazards to an acceptable safety risk level. These safety devices are critical system elements and will be inspected and maintained as such.

Use of warning devices

When design and safety devices cannot effectively mitigate hazards, use of warning devices may provide timely detection of the activated hazard and generate adequate warning signals to alert persons of the hazard. Design of warning devices and signage shall minimize the probability of incorrect reaction to the warning by transit workers or other individuals. These warning devices are critical system elements and will be inspected and maintained as such.

Provide special procedures and training

Where it is impossible to adequately provide safety risk mitigation through design, safety devices, or warning devices, written procedures and training are used to either reduce the likelihood of the hazard occurring, reduce the severity of the hazard if it does occur, or both, so that an acceptable safety risk level is achieved.

Provide Personal Protective Equipment (PPE)

When design, safety devices, warning devices, written procedures and training cannot effectively provide safety risk mitigation, PPE may be used to achieve an acceptable safety risk level. The use of PPE ensures transit workers wear the proper protective clothing, gloves, safety glasses, ear protection, etc. for the job.

The documented safety risk response strategy is shared with the safety committee. After concurrence by the safety committee, the safety risk response strategy for a safety risk of high, serious, or medium level is presented to the CEO who may accept, modify, or reject the recommendation. Upon modification or rejection of the recommendation, the safety committee will further analyze, determine strategy and recommend other actions until final approval by the CEO. Referral of the approved safety risk response strategy is directed to the responsible department manager for implementation. The safety risk is re-evaluated by the safety committee for acceptability or the need for further safety risk mitigation.



6. Safety Assurance

Safety Performance Monitoring and Measurement

Describe activities to monitor the system for compliance with procedures for operations and maintenance.

ECCTA monitors the system for compliance with procedures for operations and maintenance according to the following chart.

Safety Assurance Process	If yes, then....
Procedures Monitoring and Measurement	
Inadequate compliance?	Address non-compliance
Insufficient?	Evaluate hazards through Safety Risk Management

Operations

On-Board Video Technology

On-Board Video Technology is a valuable resource that helps operations instill positive driving behaviors by providing opportunities to view recorded driving events, driver history, and company trends. The goal of this in-cab camera technology is to proactively identify unsafe behaviors and improve those identified behaviors through coaching, retraining, and if necessary, disciplinary measures in accordance with the provisions of Transdev's Employee Handbook and applicable Collective Bargaining Agreements. If monitoring On-Board Video Technology indicates that an operator's recorded driving event needs addressed, the operator is coached and retrained for the event. On-Board Video Technology reports are monitored to determine upcoming in-service agendas and training. The Safety Manager monitors On-Board Video Technology and will evaluate any identified hazards through the Safety Risk Management process.

Performance Audits

Transdev monitors operator performance to identify any non-compliance with procedures or insufficient procedures. If monitoring indicates that transit workers are not complying with procedures, the evaluator will address the non-compliance with re-training. If monitoring indicates that procedures are insufficient, the Safety Manager will evaluate any identified hazards through the Safety Risk Management process.

Maintenance

Mechanical Failures

Through monitoring mechanical failures, ECCTA's Director of Maintenance monitors that ECCTA maintenance transit workers are complying with procedures. If monitoring indicates that maintenance transit workers are not complying with procedures, the Director of Maintenance will address the non-compliance. If monitoring indicates that procedures are insufficient, the Director of Maintenance will evaluate any identified hazards through the Safety Risk Management process.



Describe activities to monitor operations to identify any safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended.

ECCTA monitors operations to identify any safety risk mitigations that may be ineffective, inappropriate, or not implemented as intended according to the following chart.

Safety Assurance Process	If yes, then....
Safety Risk Mitigation Monitoring and Measurement	
Ineffective?	Evaluate hazards through Safety Risk Management
Inappropriate?	Identify new mitigation under Safety Risk Management
Not implemented?	Address non-compliance

Safety Committee- Safety Solutions Team (SST)

Information reported through ECCTA's Systems Hazards electronic database is reviewed by the safety committee. The safety committee discusses identified hazards, assesses and performs safety risk mitigation through safety risk management, and then communicates follow up information on identified hazards reported through the transit worker safety reporting programs in posted SST minutes. Throughout this process, SST members also monitor safety risk mitigations. They discuss safety risk mitigations or strategies that may be ineffective, inappropriate, or not implemented as intended and assist in identifying safety deficiencies for continuous improvement. If monitoring identifies any safety risk mitigation that is ineffective, then the hazard will be evaluated through the Safety Risk Management process. If monitoring identifies any safety risk mitigation that is inappropriate, then new safety risk mitigation will be identified under the Safety Risk Management process. If monitoring identifies any safety risk mitigation that was not implemented, then the non-compliance will be addressed.

Describe activities to conduct investigations of safety events to identify causal factors.

A safety event means an unexpected outcome resulting in injury or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment. ECCTA conducts investigations of safety events to identify causal factors according to the following chart.

Safety Assurance Process	If yes, then....
Safety Event Investigations	
Causal factors identified?	Evaluate hazards through Safety Risk Management
Information collected?	Use to monitor and measure through other Safety Assurance processes

Operations

Elimination of preventable injuries and collisions is the number one goal. Safety events are investigated. Any injury, collision or incident that occurs is investigated to determine preventability or non-preventability. Investigations include all instances in which:

- an ECCTA vehicle was damaged, or causes damage
- an ECCTA vehicle leaves the traveled roadway
- a passenger is injured on or by an ECCTA vehicle
- a transit worker is injured in the workplace
- a pedestrian is injured caused by an ECCTA vehicle



SOP #700-Accident & Safety Data Acquisition describes the data collection process including:

- Defining the Event & What to Do
- Accidents– Defining the Accident
- Rules That Apply to an Accident
- Operator Responsibility
- Accident Investigation Responsibilities

The Safety Manager reviews the data collected to determine if the accident/incident was preventable or non-preventable. If a hazard is determined to be a possible causal factor, the hazard will be recorded in ECCTA's Systems Hazards electronic database by the Safety Manager and evaluated through the Safety Risk Management process.

Facilities

Occupational Incident/Injury/Illness Investigation Report

All ECCTA maintenance and administration transit workers are required to immediately report and document safety events. The Occupational Incident/Injury/Illness Investigation Report is used to investigate reported safety events. Root cause analysis is documented during the investigation. If a hazard is determined to be a possible causal factor, the hazard will be recorded in ECCTA's Systems Hazards electronic database by the Manager of Administrative Services and evaluated through the Safety Risk Management process.

Describe activities to monitor information reported through internal safety reporting programs.

ECCTA monitors information reported through internal safety reporting programs according to the following chart.

Safety Assurance Process	If yes, then....
Internal Reporting Programs Monitoring and Measurement	
Safety concerns identified?	Evaluate hazards through Safety Risk Management
Information collected?	Use to monitor and measure through other Safety Assurance processes

Safety Committee-Safety Solutions Team (SST)

Information reported through ECCTA's Systems Hazards electronic database is reviewed by the safety committee. SST members discuss identified hazards, assess and provide safety risk mitigation through safety risk management, and then communicate follow up information on identified hazards reported through the transit worker safety reporting programs in posted SST minutes. Throughout this process, SST members also monitor safety risk mitigations. They discuss safety risk mitigations or strategies that may be ineffective, inappropriate, or not implemented as intended and assist in identifying safety deficiencies for continuous improvement.

Continuous Improvement

Describe the process to assess safety performance annually and the plan to address any deficiencies identified through the safety performance assessment.

At the annual review of the Public Transportation Agency Safety Plan, ECCTA will assess its safety performance based on data from safety performance targets. The SMS Executive will work with the safety committee and Accountable Executive to address any deficiencies identified.



Management of Change
<i>As a small transit agency, ECCTA is not required to implement a management of change process.</i>



7. Safety Promotion

Competencies and Training

Describe the safety training program for all transit workers directly responsible for safety.

Safety is a top priority at ECCTA. Safety information and training is provided to all transit workers, both ECCTA transit workers and Transdev transit workers. Transdev provides the training program for all operations transit workers, which includes operators, dispatchers, schedulers, and operations lead staff. ECCTA provides the training program for all maintenance and administration transit workers.

Transdev communicates hazards and safety risks relevant to transit worker's roles and responsibilities for operations transit workers during New Hire Training, as documented below. ECCTA communicates hazards and safety risks relevant to transit worker's roles and responsibilities for maintenance and administration transit workers in its training program, as documented in the Appendix, and in individual job descriptions, as is documented in the employee handbook. Job descriptions are reviewed with maintenance and administration transit workers upon hire, at "Safety Management System" training, and are included in the employee handbook.

ECCTA and Transdev have the following safety training programs:

Operations

Transdev provides the training program for all operations transit workers. Transdev acquired First Transit in March 2023 and currently operates ECCTA's location following First Transit policies and procedures. Training transit workers to assess safety risk and recognize and avoid hazards in the workplace is critical to the overall safety of the workplace. Every Transdev transit worker is trained in "**BeSafe**" and "**Safe Work Methods**". "**BeSafe**" is the company-wide approach to safety management. This program takes safety performance to the next level through behavioral change. "BeSafe" is inclusive, collaborative and focuses on recognizing and acknowledging safe behavior and actions through positive reinforcement such as debriefs, tours, and transit worker engagement. All Transdev transit workers are trained in the principles of "BeSafe." "**Safe Work Methods**" is designed to educate transit workers on how to identify conditions and actions posing safety risk to their well-being and that of their coworkers. This training is to be used:

- In training new hire transit workers
- In leading supervisors in identifying root causes of workplace injuries
- In retraining injured workers so that re-occurrences are avoided
- To supplement First Occupational Rehabilitation Management (F.O.R.M.) light duty and return to work management program, in controlling workers compensation losses

The "Safe Work Methods" training curriculum includes:

New Hire Training

New hire training is designed to educate the new transit worker to the hazards commonly found in the transportation environments including in vehicle maintenance shops, bus yards, fuel islands, wash bays, and office environments. The program also makes transit workers aware of injuries that can result from physical activities such as entering and exiting vehicles, assisting persons with disabilities, and handling mobility devices.

- o PPE program including requirements for appropriate
 - Safety eyewear



- Safety footwear
- Safety hand wear
- Hi-Vis vests
- Disposal contaminated materials
- o Safety Risk Assessment and Injury Avoidance
 - Walking and Climbing
 - Lifting, Carrying, Holding, and Lowering Objects
 - Pushing, Pulling, and Twisting
 - Burns, Scalds
 - Exposed Fluids, Chemicals, Smoke
 - Cuts, Punctures, Abrasions, Lacerations
 - Mobility Device Lifts/Ramps

Requirements for Operator Training

Applicants are required to successfully complete a comprehensive training program prior to transporting passengers. Trainees are continually evaluated and tested throughout the training program. Trainees who do not demonstrate the required level of proficiency are provided additional training or are removed from training. The operator training program combines instructor-led sessions, video instruction, facilitated discussion, and opportunities for the trainees to practice what they have learned. Training topics include:

Classroom Training

The first part of operator training, classroom training, begins the process of instilling the safety culture into each operator. Helping the student operators understand the importance of keeping themselves and each passenger safe; and their responsibilities in maintaining a safe environment, is a theme integrated throughout.

- **Unit 1- Introduction**

- o Welcome and Introduction
- o Title VI Civil Rights Act 1964
- o Employee Handbook
- o BeSafe - Making Safety Personal
- o Hazardous Communication
- o Blood borne Pathogens
- o Busing on the Look Out
- o FT Safe Wheels

- **Unit II- Fundamentals**

- o Safe Work Methods
- o Basics of Safety
- o Managing Emergencies
- o Security Awareness
- o Map Reading
- o Communication Devices
- o Navigation and Fare Policies
- o Smith System

- **Unit III- The Operator**

- o Drug and Alcohol Awareness
- o Distracted Driving
- o Fatigue and Sleep Apnea Awareness
- o DriveCam Orientation

- **Unit IV- Transporting Passengers with Disabilities**

- o Transporting Passengers with Disabilities
- o Interacting with Passengers
- o Diffusing Conflict



- o Passenger Care While Loading and Unloading
- o Mobility Aids and Devices
- **Unit V- Driving Fundamentals**
 - o Driving Fundamentals I
 - o Driving Fundamentals II
 - o Roadway Types
 - o Railroad Crossings

Behind-the-Wheel Training

Behind-the-Wheel training is conducted in three phases. Since most people coming to work as a bus operator have not been exposed to driving the types of vehicle used, the first part of behind-the-wheel training takes place on a closed course. This provides the opportunity for the Instructors to evaluate the skill levels of each transit worker; and gives each transit worker the opportunity to make and learn from their mistakes in a safe environment.

The next phase of Behind-the-Wheel training takes place on the road, but in a controlled manner. During the road phase of the training, each student operator works one-on-one with an instructor. The road work begins with the basics; intersections, service stops, and backing. The next advanced stage of the road work addresses roadways, highway driving, and continues the instruction on intersections and service stops. The “Smith Driving System” principles are incorporated throughout the entire Behind-the-Wheel training phase.

- **Closed Course (Group Work)**
 - o Vehicle Orientation
 - Pre-Trip Inspection
 - Seat Adjustment
 - Mirror Adjustment
 - Braking, Accelerating, and Transmission
 - Wheelchair Securement
 - o Reference Points
 - Lane Position
 - Right Side / Left Side
 - Backing Point
 - Forward Stop
 - Pivot Points
 - Turning Points
 - o Vehicle Control
 - Straight in Lane
 - Left Turn
 - Right Turn
 - Lane Changing- Moving Right or Left
- **One on One Instruction Behind-the-Wheel**
 - o **Basic Road Work**
 - “Smith System”
 - Intersections
 - Service Stops
 - Backing
 - o **Advanced Road Work**
 - “Smith System” Commentary Driving
 - Roadways
 - Expressway / Highway Driving
 - Intersections
 - Service Stops



- **Final Evaluation**

Upon completion of the training program, before an operator can be placed into service, they must successfully demonstrate their mastery of the skills and practices learned during the training program.

- **Cadet Training**

Once a new operator has been placed into service there is period of observation where an experienced operator, instructor, or supervisor periodically rides-along to ensure the skills learned in training have successfully transferred to providing service. This includes the securement and transportation of a person with a disability.

Requirements for Staff Training

Staff personnel are trained in Safety Leadership and “BeSafe”.

- **Safety Leadership**

This is an interactive CD-ROM course consisting of 5 CD’s and leaders guides which are designed to educate all levels of management on the behaviors surrounding accidents. Every level of management takes the course and successfully pass an online test, found on the Safety Resource Center (SRC), with a passing grade of 90% or better.

The course outline is as follows:

- o Safety Leadership
 - Accidents
 - Behavior
 - Leadership
- o Supervisor Development
 - The Role of the Supervisor
 - Communication
 - Building Trust
 - Conflict Resolution
 - Performance Management
 - Decisions

- **Additional Safety Training**

- o Reasonable Suspicion
- o Supervisor’s Report of Reasonable Suspicion
- o Code of Conduct
- o Customer Service
- o OSHA Requirements
- o Hazard Abatement FORM– CA Only

- **Safety Manager-** Transdev’s Safety Manager is trained according to the Transit Safety and Security Program (TSSP):

- o Transit Bus System Safety (36 hours)
- o Fundamentals of Bus Collision Investigation (36 hours)
- o Transit System Security (36 hours)
- o Effectively Managing Transit Emergencies (32 hours)

Requirements for Continuing Training and Evaluations

Transdev provides ongoing transit worker training and evaluations.

The objective of ongoing evaluations is met through a broad spectrum of regularly scheduled management activities including:



- road observations,
- ride along evaluations, and
- daily safety contacts.

Where evaluations and observations identify unsafe acts or conditions, retraining is provided to improve skill levels in accordance with corporate standards.

Safety Meetings

- Twelve (12) safety meetings are held annually with required topics identified by the location and region safety management
- Each meeting is to be a minimum of one (1) hour in length
- Annual de-escalation training is provided at a safety meeting
- Annual training is provided at a safety meeting on the transit worker safety reporting program, including safety concern identification and safety reporting training
- Attendance is a condition of employment and is mandatory for all operators, management, and operational staff. (*Unless stated otherwise in the Collective Bargaining Agreement.*)
 - o Failure to attend all meetings will result in disciplinary actions up to and including termination.

Retraining

Elimination of preventable injuries and collisions is the number one goal. A transit worker involved in a preventable injury or collision is placed on administrative leave pending completion of the investigation and completion of any required retraining.

Facilities

All ECCTA maintenance and administration transit workers participate in an employee orientation on the first day of being hired. The Safety Management Policy Statement and transit worker safety reporting program are discussed at orientation. ECCTA maintenance and administration transit workers receive annual training on the Safety Management Policy Statement and ECCTA transit worker safety reporting program at the “Hazard Communication” and “Safety Management System” training classes. At the “Safety Management System” training class, ECCTA maintenance and administration transit workers receive in-depth training on the transit worker safety reporting program, including safety concern identification and reporting training. ECCTA administration transit workers and maintenance transit workers receive annual “De-escalation” training and “Workplace Violence Prevention Plan” training.

ECCTA has a comprehensive health and safety training program in order to accomplish the agency's safety objectives. The training program is designed to instruct each ECCTA maintenance and administration transit worker regarding general safety procedures, as well as hazards and safety procedures specific to each transit worker's duty assignment. Training is provided on an annual basis for all permanent ECCTA maintenance and administration transit workers according to the training matrix in **ECCTA's training program (Appendix)**.

The SMS Executive is trained according to the Public Transportation Safety Certification Training Program (PTSCTP) for the bus track. The curricula include the following Transportation Safety Institute (TSI) courses:

- SMS Awareness (one hour, e-learning)
- Safety Assurance (two hours, e-learning)



- SMS Principles for Transit (20 hours) and
- Transit Safety and Security Program (TSSP)
 - o Transit Bus System Safety (36 hours)
 - o Fundamentals of Bus Collision Investigation (36 hours)
 - o Transit System Security (36 hours)
 - o Effectively Managing Transit Emergencies (32 hours)

Safety Communication

Describe processes and activities to communicate safety and safety performance information throughout the organization.

Safety and safety performance information is communicated throughout the organization. Information on the ECCTA and Transdev transit worker safety reporting programs and how to communicate safety concerns is communicated upon hire and during trainings.

Operations

In addition to the required OSHA, state and federal posters in the driver's room, Transdev has four main communication boards featuring different safety information. Safety communication content includes safety-related hazards and safety messaging for the operations department. A binder with monthly SST minutes, which includes follow up information on identified hazards reported through the transit worker safety reporting program and results of SST actions, is located in the safety training office.

- **BeFirst-** The BeFirst safety communication board is regularly updated to reflect the number of collision free days, injury free days, and lost work days. There are two safety topics communicated on the BeFirst board. Safety topics are selected by the corporate safety team.
- **In the Spotlight-** In the Spotlight is used to communicate current operational and safety information. Safety department communication, how to report safety concerns, monthly SST minutes which includes follow up information on identified hazards reported through the transit worker safety reporting program, and the Safety Management Policy Statement are posted on this communication board.
- **Hot Spot-** The Hot Spot board is located near the door to the bus yard and displays road safety tips. Road safety tips are updated as needed to focus on the current safety topic.
- **Health & Wellness Board-** The Health & Wellness Board is updated monthly with nutrition, financial, local, safety, fitness, and topic of the month information. This board communicates the health management program to transit workers.

Transdev has individual motivators in place using individual achievement awards to help affect individual safety improvement through the use of personal recognition awards. Currently established safety awards for Transdev transit workers are:

- **Annual Safe Driver Awards**

In addition, the **employee app** is a peer to peer safety communication tool offering safety tips, best practices, recognition, ideas on "What Works", Safety Happenings, and Safety Pep Rallies.



Facilities

The required OSHA, state and federal posters are placed in the maintenance and administration employee break room. In addition, the maintenance department has safety posters at the computer work station and a communication board that is updated as needed. The administration department has a communication board in the break room that is updated as needed. How to report safety concerns, and the Safety Management Policy Statement are posted on the maintenance and administration communication boards. A binder with monthly SST minutes, which includes follow up information on identified hazards reported through the transit worker safety reporting program and results of SST actions, is located in the administration break room and in maintenance near the Safety Data Sheet binder.

ECCTA holds an annual Safety Awards Luncheon for maintenance and administration transit workers to recognize the importance of safety. One maintenance transit worker and one administration transit worker are selected as the "Safety Employee of the Year".



Record Keeping and Supporting Documentation

Supporting Documentation

Include or reference documentation used to implement and carry out the Public Transportation Agency Safety Plan that are not included elsewhere in this Plan.

The following additional documents are used to implement and carry out the Public Transportation Agency Safety Plan. Transdev acquired First Transit in March 2023 and currently operates ECCTA's location following First Transit policies and procedures.

- *First Transit Public Transportation Agency Safety Plan.* The SMS Executive has a copy of the plan.
- *First Transit Employee Handbook.* The SMS Executive has a copy of the employee handbook.
- *Transdev Employee Handbook.* The SMS Executive has a copy of the employee handbook.
- *First Transit Safety Management System SOP #801 and #801a Mobility Device & Mobility Device Occupant Securement- Bus Operator Evaluation.* This document relates to performance audits and Safety Assurance. The SMS Executive has a copy of the SOP.
- *First Transit Safety Management System SOP #803 Safety Solutions Team.* This document describes the operation of the safety committee. The SMS Executive has a copy of the SOP.
- *First Transit SOP #900 Facility Hazard Recognition Manual.* This document outlines Transdev's Safety Management System Policy. The SMS Executive has a copy of the SOP.
- *First Transit System Safety & Security Plan. Injury & Illness Prevention Program- CA only.* This document assists with hazard identification. The Contract General Manager has a copy of the plan.
- *ECCTA Injury Illness and Prevention Plan in the ECCTA Employee Handbook* assists with hazard identification. The Manager of Administrative Services maintains this document.
- *ECCTA Training Program in the Hazardous Materials Business Plan.* This document outlines the safety training program that is a component of Safety Promotion. The Manager of Administrative Services maintains this document.

ECCTA maintains records related to this Public Transportation Agency Safety Plan for a minimum of three years. These documents include, but are not limited to, the results from the SMS processes and activities. ECCTA will make this documentation available upon request to the FTA or other oversight agencies.



Definitions of Special Terms

Term	Definition
Accountable Executive	A single, identifiable person who has ultimate responsibility for carrying out the Public Transportation Agency Safety Plan of a transit agency; responsibility for carrying out the transit agency's Transit Asset Management Plan; and control or direction over the human and capital resources needed to develop and maintain both the transit agency's Public Transportation Agency Safety Plan, in accordance with 49 U.S.C. 5329(d), and the transit agency's Transit Asset Management Plan in accordance with 49 U.S.C.5326.
Assault on a Transit Worker	A circumstance in which an individual knowingly, without lawful authority or permission, and with intent to endanger the safety of any individual, or with a reckless disregard for the safety of human life, interferes with, disables, or incapacitates a transit worker while the transit worker is performing the duties of the transit worker.
CDC	Centers for Disease Control and Prevention of the United States Department of Health and Human Services.
Hazard	Any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.
Injury	Any harm to persons as a result of an event that requires immediate medical attention away from the scene.
Joint labor-management process	A formal approach to discuss topics affecting transit workers and the public transportation system.
National Public Transportation Agency Safety Plan	The plan to improve the safety of all public transportation systems that receive Federal financial assistance under 49 U.S.C. chapter 53.
Near-Miss	A narrowly avoided safety event.
Performance Measure	An expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.
Potential Consequence	The effect of a hazard.
Public Transportation Agency Safety Plan	The documented comprehensive agency safety plan for a transit agency that is required by 49 U.S.C. 5329 and this part.
Safety Assurance	Processes within a transit agency's Safety Management System that functions to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.
Safety Committee	The formal joint labor-management committee on issues related to safety that is required by 49 U.S.C. 5329 and this part.



Safety Event	An unexpected outcome resulting in injury or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.
Safety Management Policy	A transit agency's documented commitment to safety, which defines the transit agency's safety objectives and the accountabilities and responsibilities for the management of safety.
Safety Management System (SMS)	The formal, organization-wide approach to managing safety risk and assuring the effectiveness of a transit agency's safety risk mitigation. SMS includes systemic procedures, practices and policies for managing hazards and safety risk.
Safety Management System (SMS) Executive	A Chief Safety Officer or an equivalent.
Safety Performance Target	A quantifiable level of performance or condition, expressed as a value for the measure, related to safety management activities, to be achieved within a specified time period.
Safety Promotion	A combination of training and communication of safety information to support SMS as applied to the transit agency's public transportation system.
Safety Risk	The composite of predicted severity and likelihood of a potential consequence of a hazard.
Safety Risk Assessment	The formal activity whereby a transit agency determines Safety Risk Management priorities by establishing the significance or value of its safety risk.
Safety Risk Management	A process within a transit agency's Public Transportation Agency Safety Plan for identifying hazards and analyzing, assessing, and mitigating the safety risk of their potential consequences.
Safety Risk Mitigation	A method or methods to eliminate or reduce the severity and/or likelihood of a potential consequence of a hazard.
Safety set-aside	The allocation of not less than 0.75 percent of assistance received by a large urbanized area provider under 49 U.S.C. 5307 to safety-related projects eligible under 49 U.S.C. 5307.
Transit Worker	Any employee, contractor, or volunteer working on behalf of the transit agency.



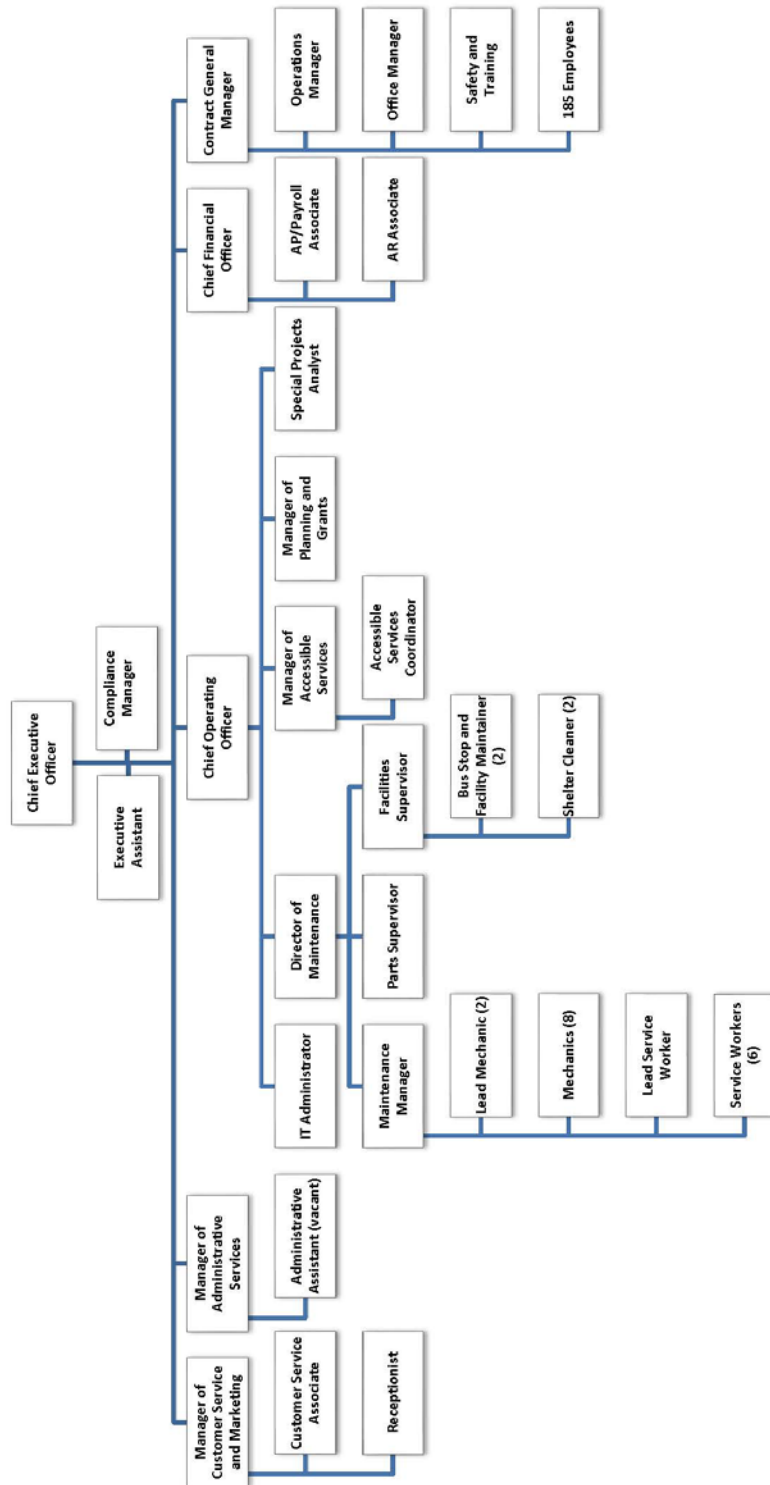
List of Acronyms

Acronym	Word or Phrase
CEO	Chief Executive Officer
COO	Chief Operating Officer
Caltrans	Caltrans Division of Rail and Mass Transit
DUI	Driving Under the Influence
DWI	Driving While Intoxicated
ECCTA	Eastern Contra Costa Transit Authority
FTA	Federal Transit Administration
IIPP	Injury Illness Prevention Plan
MTC	Metropolitan Transportation Commission
OSHA	Occupational Safety and Health Administration
PPE	Personal Protective Equipment
SMS	Safety Management System
SOP	Standard Operating Procedure
SWPP	Storm Water Prevention Plan
TAM	Transit Asset Management
TSI	Transportation Safety Institute



Organizational Chart

Tri Delta Transit Organizational Chart
Effective 07/2024



***Please use the Near Miss
and Hazard Reporting
slips. If you need more,
please see a manager or
supervisor.***



Think Safe, Act Safe, Be Safe!



Tri Delta Watch

Powered by ELERTS Corp.



Report a Problem



Call Police



Website



Alerts



Settings



More

UNSAFE CONDITIONS REPORT

NAME: _____ <i>OPTIONAL</i>	DATE : _____
---	--------------

HAS SUPERVISOR BEEN NOTIFIED OF SAFETY CONCERN? YES / NO

IF YES, PLEASE DETAIL ACTIONS TAKEN:

SPECIFIC CONCERN/ HAZARD:	HAZARD TYPE – CIRCLE ONE - IMMEDIATE THREAT TO LIFE - POTENTIAL THREAT TO LIFE OR SERIOUS INJURY - ERGONOMIC - MINOR HAZARD-INJURY UNLIKELY
---------------------------	---

RECOMMENDATION FOR CORRECTION:

SUBMIT COMPLETED FORM TO THE MANAGER OF ADMINISTRATIVE SERVICES

ACTION TAKEN:

- () Referred to _____ for investigation
- () Action taken _____
- () No action taken. Why? _____

WHITE COPY – MANAGER OF ADMINISTRATIVE SERVICES

YELLOW COPY – EMPLOYEE

Effective 5/2020

Injury and Illness Prevention Plan

SUGGESTION

Instructions: Write your suggestions clearly indicating exactly what is to be done. If you need more space or it is necessary to draw a sketch use the back of this form or attach a sheet of plain paper.

My
Suggestion
Is...

My
Suggestion
Will
Accomplish
The
Following...

OPTIONAL

NAME _____

DATE SUBMITTED _____

SIGNATURE _____



Systems Hazards Sheet

ID #	
Opened Date	
Closed Date	
Reported By	-- Please Select One --
Risk Description	
Bus #	-- Please Select One --
Location	
Current Status	(All)
Likelihood of Occurrence	-- Please Select One --
Risk Severity	-- Please Select One --
Risk Assessment	
Risk Impact	
Risk Area	-- Please Select One --
Notes & Comments	
Notes & Comments Doc. Browse... No file selected. No Document Available	
Manager Assignment	-- Please Select One --
Manager Comments	
Manager Comment Log	
☐ Manager Review Complete? ☐ Employee Review Complete?	
Risk Response Strategy	-- Please Select One --
Response Strategy	



**ECCTA/Tri Delta Transit
Employee Training Matrix**

Training	Administration	Maintenance	Timing
Fire Extinguisher	X	X	Annually
Hazard Communication	X	X	Annually
Spill Prevention Countermeasure Control Plan		X	Annually
Storm Water Pollution Prevention Plan		X	Annually
Underground Storage Tank Safety Training – including alarms and leaks		X	Annually
Heat Illness Prevention	X	X	Annually
Bloodborne Pathogens	X	X	Annually
Safety Management System (SMS)	X	X	Annually
De-escalation Training and Workplace Violence Prevention Plan	X	X	Annually
Emergency Evacuation Plan	X	X	Biannually
Sexual Harassment	X	X	Every two years
Drug and Alcohol Program	X	X	Every two years



TAB 6

Agenda Item #7
CEO's Report

Board of Directors Meeting

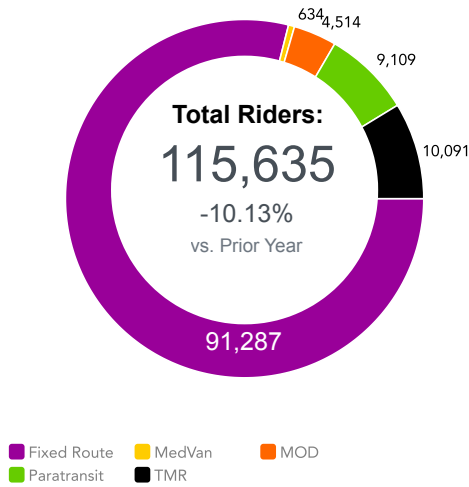
Wednesday October 22, 2025

**ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509**

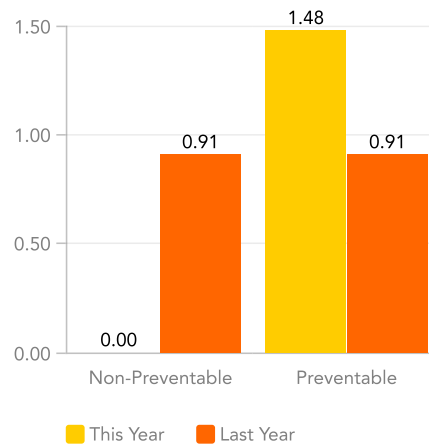


Performance Summary

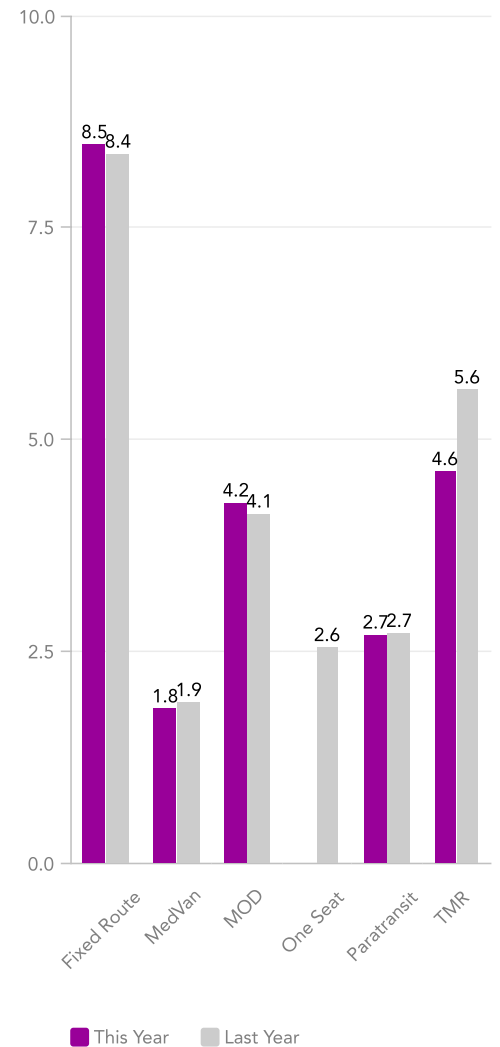
Ridership



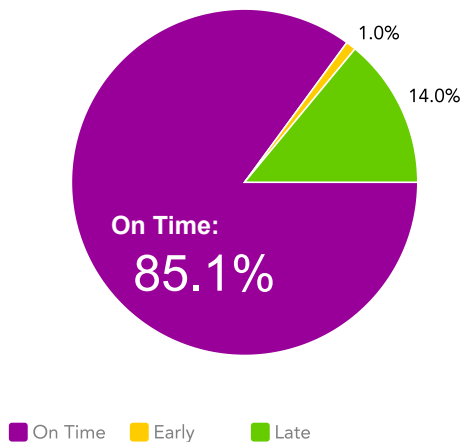
Accidents / 100K Miles



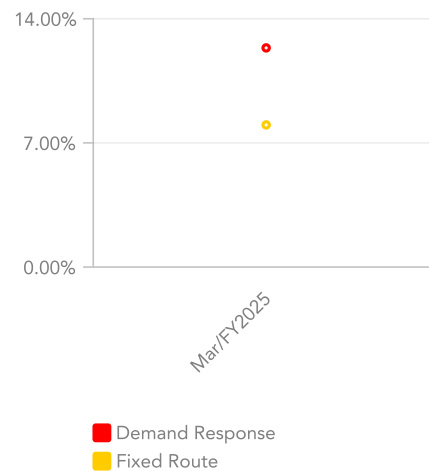
Passengers Per Revenue Hour



On Time Performance



Cost Recovery Ratio



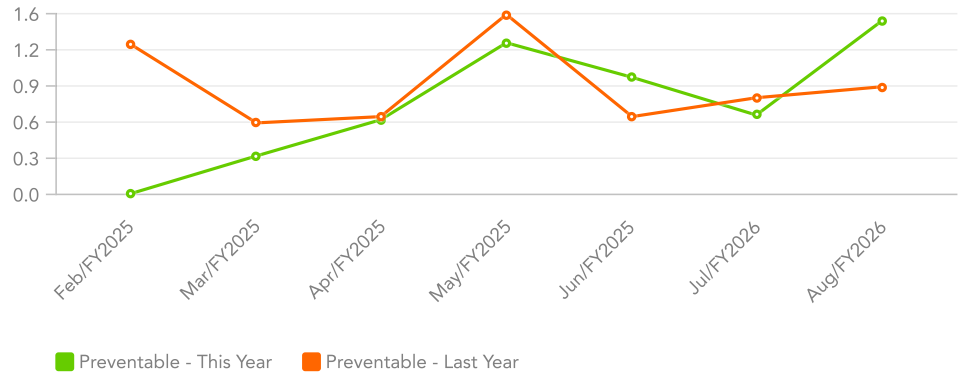
Safety Performance

Preventable Accident Report

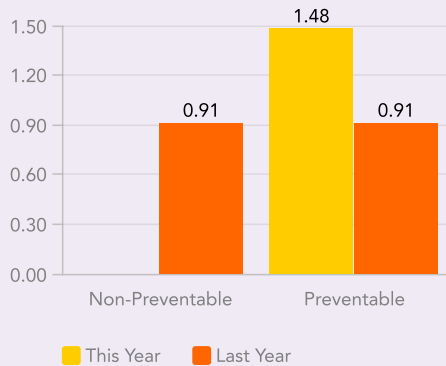
	Accidents	Per 100,000 Miles
Mar/FY2025	1	0.32
Apr/FY2025	2	0.63
May/FY2025	4	1.29
Jun/FY2025	3	1.00
Jul/FY2026	2	0.68
Aug/FY2026	4	1.48
YTD 2025	3	0.91
YTD 2026	4	1.48
YTD Change		
Values	1	62.64%

Preventable Accidents Per 100,000 Miles

Last Six Months - System Wide

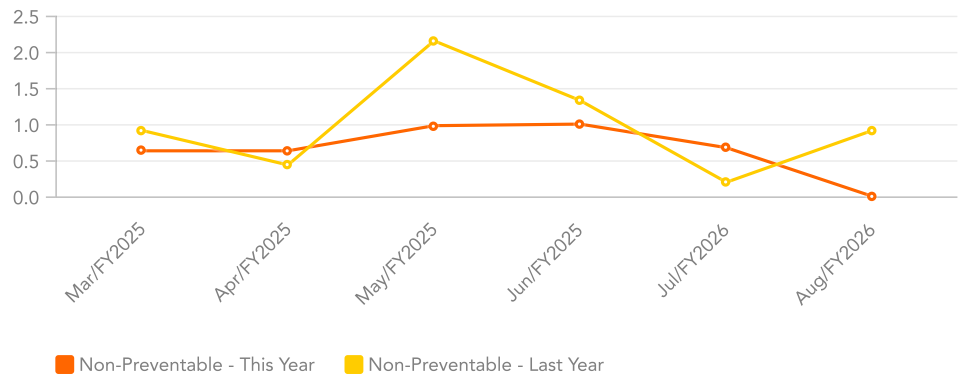


Year-over-Year - System Wide Accidents Per 100,000 Miles



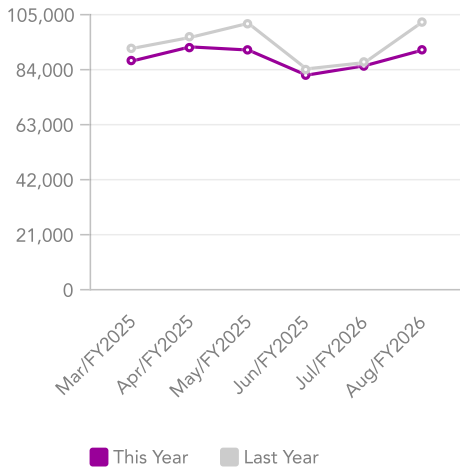
Non-Preventable Accidents Per 100,000 Miles

Last Six Months - System Wide

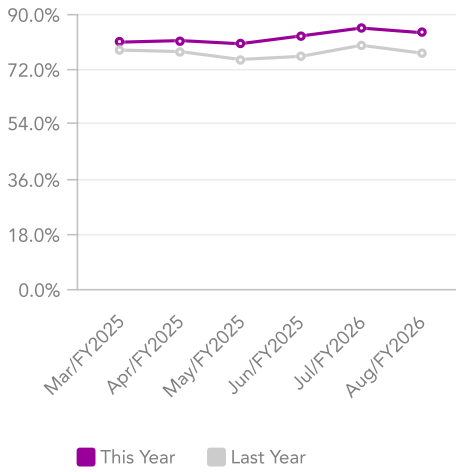


Fixed Route Performance

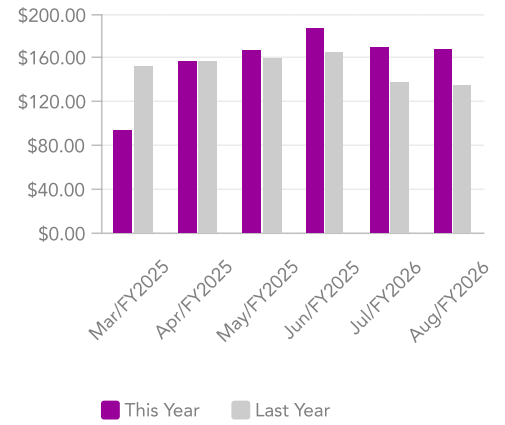
Total Ridership



On Time Performance



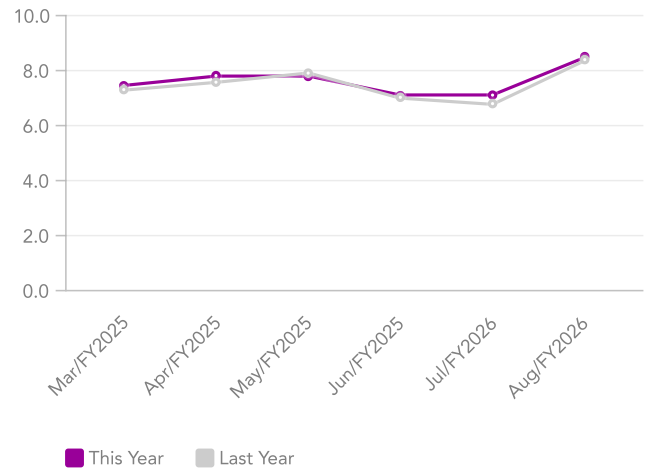
Operating Cost Per Revenue Hour



Year-over-Year Report - Fixed Route

	Metric	This Year	Prior Year	% Change
Customer Service	% of Trips On Time	84.04	85.39	-1.6%
	Average Miles Between Roadca	10,651.58	21,346.02	-50.1%
	Complaints Per 100k Riders	32.86	17.63	+86.4%
	Ridership Per Rev. Hour	8.48	7.08	+19.8%
Financial	Operating Costs Per Rev. Hour	168.93	170.06	-0.7%
Ridership	Ridership	91,287.00	85,081.00	+7.3%

Passengers Per Revenue Hour





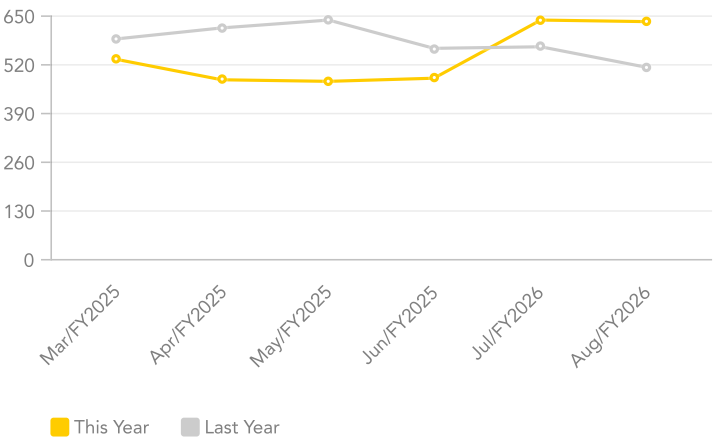
MedVan, Paratransit, and MOD Performance

Year-over-Year Report

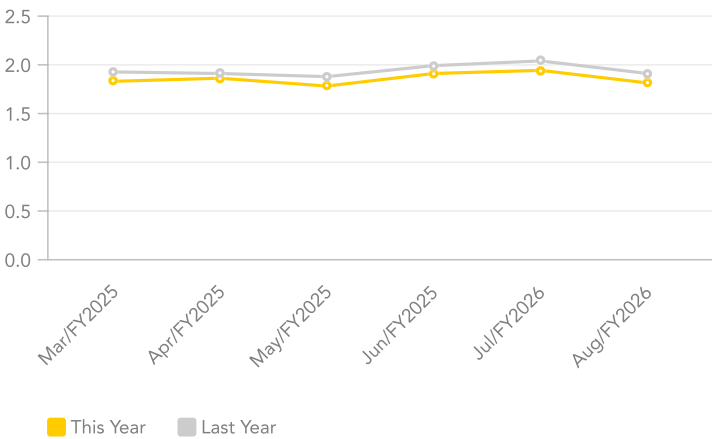
	Metric	This Year	Prior Year	% Change
Customer Service	% of Trips On Time	94.16	95.88	-1.8%
	Complaints Per 100k Riders	0.00	0.00	
	Ridership Per Rev. Hour	1.81	1.90	-4.7%
Financial	Operating Costs Per Rev. Hour	141.92	110.97	+27.9%
Ridership	Ridership	634.00	511.00	+24.1%

MedVan

Total Ridership



Passengers Per Revenue Hour

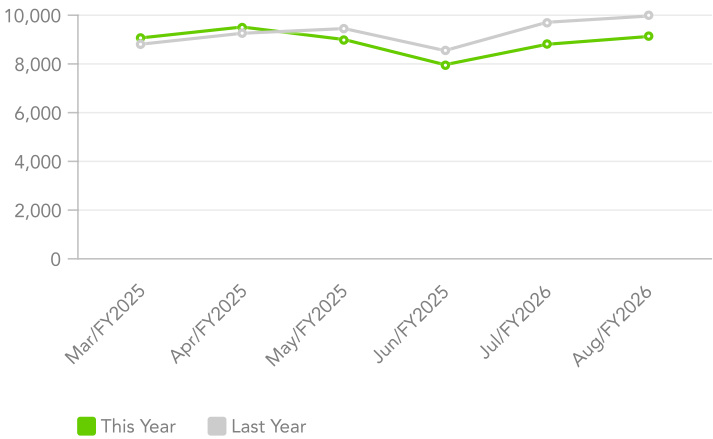


Year-over-Year Report

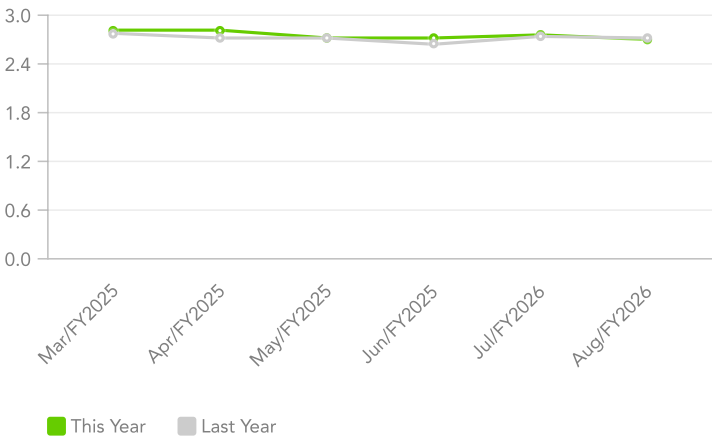
	Metric	This Year	Prior Year	% Change
Customer Service	% of Trips On Time	89.22	85.67	+4.1%
	Complaints Per 100k Riders	98.80	250.85	-60.6%
	Ridership Per Rev. Hour	2.69	2.71	-0.7%
Financial	Operating Costs Per Rev. Hour	141.92	110.97	+27.9%
Ridership	Ridership	9,109.00	9,966.00	-8.6%

Paratransit

Total Ridership



Passengers Per Revenue Hour

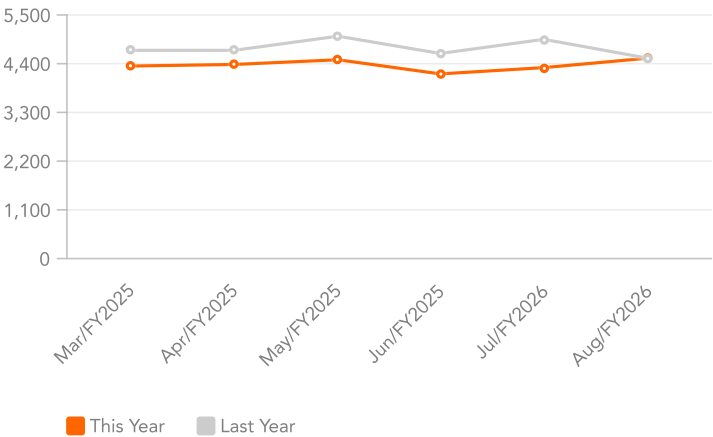


Year-over-Year Report

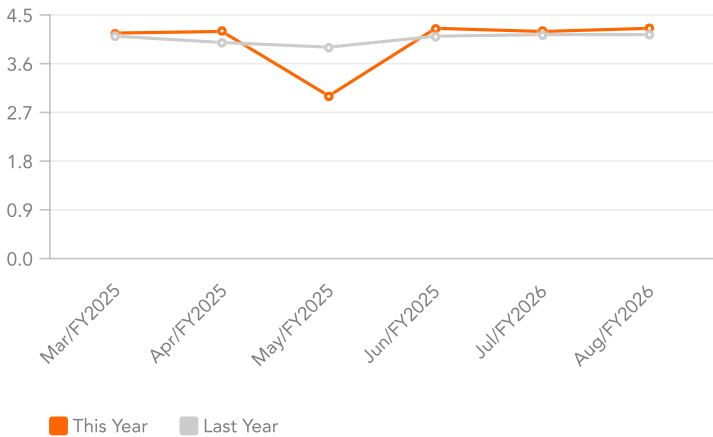
MOD

	Metric	This Year	Prior Year	% Change
Customer	Complaints Per 100k Riders	0.00	0.00	
Service	Ridership Per Rev. Hour	4.24	4.12	+2.9%
Financial	Operating Costs Per Rev. Hour	87.00	88.57	-1.8%
Ridership	Ridership	4,514.00	4,497.00	+0.4%

Total Ridership



Passengers Per Revenue Hour

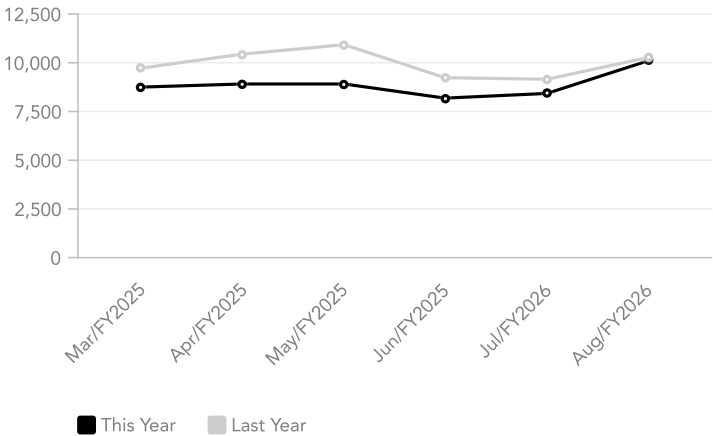


Year-over-Year Report

TMR

	Metric	This Year	Prior Year	% Change
Customer	Complaints Per 100k Riders	79.28	48.85	+62.3%
Service	Ridership Per Rev. Hour	4.62	5.58	-17.2%
Financial	Operating Costs Per Rev. Hour	141.92	110.97	+27.9%
Ridership	Ridership	10,091.00	10,236.00	-1.4%

Total Ridership



Passengers Per Revenue Hour

