

RESOLUTION NO. 2023-91

REMOVING SECTIONS 648.01 SMOKE-FREE WORKPLACE, 648.04 EMPLOYEE ASSISTANCE PROGRAM, 648.06 BIENNIAL PHYSICAL EXAMINATION REQUIREMENTS, 648.08 DRIVER'S LICENSE REQUIREMENTS, 648.09 SAFETY BELT USAGE, 648.10 HAZARDOUS WASTE AND 648.11 WORKPLACE VIOLENCE FROM THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY AS DUPLICATES OF PERSONNEL POLICIES 600.01, 600.04, 600.06, 600.08, 600.09, 600.10 AND 600.11

WHEREAS, pursuant to Resolution No. 1989-176, the Board of Trustees of the Greater Cleveland Regional Transit Authority ("Authority") codified the resolutions establishing its policies and procedures; and

WHEREAS, the Authority has conducted a review and determined that Sections 648.01 Smoke-Free Workplace, 648.04 Employee Assistance Program, 648.06 Biennial Physical Examination Requirements, 648.08 Driver's License Requirements, 648.09 Safety Belt Usage, 648.10 Hazardous Waste and 648.11 Workplace Violence should be removed because they duplicate Sections 600.01, 600.04, 600.06, 600.08, 600.09, 600.10 and 600.11 of the Personnel Policies.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

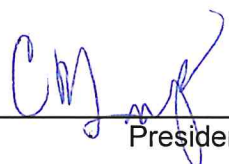
Section 1. That Sections 648.01 Smoke-Free Workplace, 648.04 Employee Assistance Program, 648.06 Biennial Physical Examination Requirements, 648.08 Driver's License Requirements, 648.09 Safety Belt Usage, 648.10 Hazardous Waste and 648.11 Workplace Violence are hereby removed from the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority and retained as Sections 600.01, 600.04, 600.06, 600.08, 600.09, 600.10 and 600.11 of the Personnel Policies.

Section 2. That Personnel Policies 600.01, 600.04, 600.06, 600.08, 600.09, 600.10 and 600.11 will remain unchanged.

Section 3. That the Board of Trustees hereby waives the fourteen-day period provided for in Article XI, Section 2 of the Bylaws.

Section 4. That this resolution shall become effective immediately upon its adoption.

Adopted: November 28, 2023



President

Attest: 

Secretary-Treasurer



TITLE/DESCRIPTION: REMOVING SECTIONS 648.01 SMOKE-FREE WORKPLACE, 648.04 EMPLOYEE ASSISTANCE PROGRAM, 648.06 BIENNIAL PHYSICAL EXAMINATION REQUIREMENTS, 648.08 DRIVER'S LICENSE REQUIREMENTS, 648.09 SAFETY BELT USAGE, 648.10 HAZARDOUS WASTE AND 648.11 WORKPLACE VIOLENCE FROM THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY AS DUPLICATES OF PERSONNEL POLICIES 600.01, 600.04, 600.06, 600.08, 600.09, 600.10 AND 600.11	Resolution No.: 2023-91
	Date: November 22, 2023
	Initiator: Legal
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This resolution will remove Sections 648.01 Smoke-Free Workplace, 648.04 Employee Assistance Program, 648.06 Biennial Physical Examination Requirements, 648.08 Driver's License Requirements, 648.09 Safety Belt Usage, 648.10 Hazardous Waste and 648.11 Workplace Violence from the Codified Rules and Regulations ("Code Book") of the Greater Cleveland Regional Transit Authority ("Authority"), as duplicates of Personnel Policies 600.01, 600.04, 600.06, 600.08, 600.09, 600.10 and 600.11.

- 2.0 **DESCRIPTION/JUSTIFICATION:** The Policies and Procedures of the Board of Trustees were codified in 1989, pursuant to Resolution 1989-176. The Code Book is now undergoing a comprehensive review and update so that the Code Book will conform to the current structure and operations of the Authority.

 Human Resources provisions are located in three places: (1) the Code Book, which provides the broad, overarching guidance for the Authority enacted by the Board of Trustees; (2) the Personnel Policies, which govern day-to-day operations and are approved by the Board of Trustees and (3) the Personnel Procedures, which contain detailed procedures that are not approved by the Board of Trustees. The proposed amendment will remove provisions from the Code Book that are exact duplicates of Personnel Policies that have previously been approved by the Board.

- 3.0 **PROCUREMENT BACKGROUND:** Does not apply.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** Does not apply.

- 5.0 **POLICY IMPACT:** Adoption of the resolution will eliminate the duplication of provisions in the Code Book and the Personnel Policies.

- 6.0 **ECONOMIC IMPACT:** Does not apply.

- 7.0 **ALTERNATIVES:** Not adopting this resolution. Not adopting this resolution would leave the same provisions in both the Code Book and the Personnel Policies.

- 8.0 **RECOMMENDATION:** This resolution was discussed at the November 14, 2023 Committee of the Whole meeting and recommended for consideration by the full Board of Trustees. It is recommended that this resolution be adopted.

9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



General Manager, Chief Executive Officer