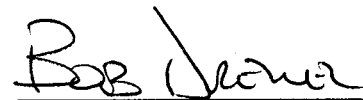


**Central Puget Sound  
Regional Transit Authority**

**Motion No. 23**

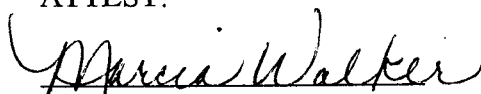
A motion of the Board of the Central Puget Sound Regional Transit Authority for the Pierce, King and Snohomish Counties region authorizing the Executive Director to execute the interim personnel policies as summarized in a workshop presentation to the Board at the December 6, 1996 RTA Board Meeting and as amended at the December 13, 1996 RTA Board Meeting.

Approved by the RTA Board on December 13, 1996.



Bob Drewel  
Chair of the Board

ATTEST:



Marcia Walker  
Board Administrator

## **Amendments to Interim Personnel Policies**

As recommended by RTA Executive Committee at December 11, 1996:

1. Replace Section 5.3 to read:

### **"Education in Ethnic Diversity and Anti-Harassment**

Training and/or education programs in ethnic diversity and anti-harassment shall be provided by the RTA on an annual basis to all employees and to newly hired employees within six months of employment."

2. Section 5.3 becomes Section 5.4
3. Section 5.4 becomes Section 5.5
4. Revise Section 9.4 (Donated Vacation Program) to read:

### **"Donated Leave**

The RTA supports employees desire to help a co-worker who is suffering from a catastrophic illness and who has little or no leave available for use through its Donated Leave Program.

An employee may voluntarily donate vacation and/or sick leave to another employee in the event of catastrophic illness of the employee or the employee's immediate family member.

An employee wishing to donate vacation leave must have the donated hours accrued at the time of the donation. An employee wishing to donate sick leave may donate up to 40 hours in a calendar year. The donating employee's sick leave accrual balance may not fall below 80 hours, immediately subsequent to the donation. Donated leave is available for use at the time the donation is received, and will be paid at the recipient's hourly rate."

5. Reword Section 12.3 (Disciplinary Termination) to read:

"The RTA reserves the right to terminate employees immediately in certain circumstances, without advance notice or application of progressive discipline procedures. Such summary action shall be warranted where the RTA has a good faith belief that the employee has engaged in serious conduct or behavior that demonstrates willful disregard for 1) the rights of individuals; 2) the policies and practices of the RTA; 3) the public and private property with which the employee is entrusted; or 4) the reputation of the RTA. In the event that the RTA determines in the exercise of its discretion that disciplinary termination appears to be warranted, the employee may be suspended from active duty until the pre-termination hearing can be conducted in accordance with Section 12.4."