

# Transit Operations Board Rules / Work Assignment Rules and Practices

The attached documents combine to provide the extra board work assignment procedures. The collective documents comprise the Board Rules as negotiated between the parties and in effect. These are the set of rules that are commonly referred to as the Board Rules" and are incorporated by (implied) reference in the MOA, section 28: Prior Concessions.

There are 2 sections of documents:

1. Board Rules. Original set of rules negotiated between the parties and implemented in February, 1982. Document is signed by ATU President Bob Baker and AGM of Operations, Richard Hartlieb.
2. Compilation of postings and letters amending and revising specific sections within the Board Rules, from 1984 – 2009.

# **Transit Operations Board Rules**

Original set of Board Rules negotiated between the parties and implemented in February, 1982. Document is signed by ATU President Bob Baker and AGM of Operations, Richard Hartlieb.

QUEEN CITY METRO  
BOARD RULES

THE BOARD WILL BE OFFICIAL DAILY AT 3:00 P.M. - LISTING THE WORK  
ASSIGNMENT FOR THE FOLLOWING DAY.

RUNS WILL BE MARKED ON THE BOARD IN THE FOLLOWING ORDER:

1. DAY RUNS
2. SPLIT RUNS
3. LATE RUNS

*Eff. 3/17/84*

REVISED AS OF 2/23/82  
2/12/82

ROTATION OF SUBS

1. Operators not operating a regular run paying 8.0 hours or more.
2. Operators returning from a regular scheduled day or days off, according to last scheduled days work.
3. Operators who missed.
4. Operators who were off sick.
5. Operators who laid off.
6. Operators returning from a suspension.
7. Operators returning from vacation.
8. Operators newly appointed.
9. Operators instructed to stay home with 8.0 hours pay.
10. Operators who had a scheduled run paying 8.0 hours or more, in their place according to the size of the run. (any operator who fails to complete a full run will drop for what the run pays, as though the operator had worked his assignment).
11. *OPRS RETURNING FROM PAID FUNERAL LEAVE*  
OPERATORS ASSIGNED TO MISCELLANEOUS WORK, SUCH AS SUB-CLERK, SUB-SUPERVISOR, ETC. WILL RETURN AT THE BOTTOM OF THE OPERATORS WITH AN 8.0 HOUR RUN. *BJ ERROR OPRS getting 8HR BUA.*

SHOW UP

Operators assigned to show up must report to the dispatch clerk, in full uniform, on or before the posted show up time. No one assigned to show up is permitted to leave the clubroom without the permission of the clerk dispatching runs.

2/12/82

(P)

Full runs will be assigned from the top of the show up list on down, according to the plug time. All other work will be assigned from the bottom of the show up list upward.

Operators serving show up on an off day will be used the same as regular operators serving show up. Except when in conflict with other Board Rules.

In the A.M. and P.M. miss operators and operators moved onto show up from combination will be used as part of the regular show up, they will be used for incomplete work first.

SHOW UP (SIXTY (60) DAY TRIAL: (THIS PARAGRAPH IS INTENDED TO MINIMIZE THE MOVEMENT OF COMBINATION OPERATORS)

At 8:00 A.M., if it is necessary to move operators up on noon show up, an operator who missed or called running late (to avoid a miss) and does not show up on time to run his assigned work, in the A.M., may be placed on the bottom of noon show up. This operator is also subjected to running an A.M. extra before the P.M. show up.

If the normal compliment of noon show up is not acquired by this system, it may still be necessary to move combination personnel to the bottom of noon show up.

An operator that calls in running late and serves P.M. show up and is assigned any piece of work will not be assessed an unexcused absence for that day.

2/12/82  
2/23/82

EARLY A.M. SHOW UP

Starting time for early A.M. show up will be at the discretion of the Division Superintendent and the Union Representative.

All A.M. show up not catching out will be marked-up by 8:00 A.M., all other work will be filled by 10:00 A.M. when possible, but not later than 12:00 P.M.

On Saturdays, Sundays and Holidays if a run which plugs before 9:00 A.M. is open before 8:00 A.M., it will be assigned to the first operator on the early A.M. show up list, not catching out.

Operators not catching out will be marked up on any open P.M. work except:

1. A full run.
2. An assignment which plugs at 6:00 P.M. or later.
3. A stub end.

An operator on early A.M. show up, catching the work of an operator on combination will hold the entire combination except for work which plugs at 6:00 P.M. or later. He or she must notify the clerk of the request before leaving the Club Room on the first piece of work.

An operator on P.M. show up, catching the work of an operator on combination will hold the entire combination including anything that goes out at 6:00 P.M. or later, except when in conflict with other board rules.

2/12/82

Operator first out on P.M. show up and down the list on the Board shall be next out for full runs when A.M. show up is exhausted if not in conflict with the Board Rules. Also the first operator on P.M. show up shall be given the latest A.M. extra so the line up or position which they are in will not change. They should be called first to fill the full run.

MID MORNING SHOW UP

Mid-morning show up will start at 8:00 A.M. or later at the discretion of the Division Superintendent and the Union Representative.

Mid-morning show up will end at 12:00 P.M.

P.M. SHOW UP

P.M. show up will start at 12:00 P.M., and will end at 5:30 P.M.

Any operator catching a full or partial run after 2:00 P.M., will have a choice of running their next day's assignment (if such assignment is in conflict with the Board Rules) or dropping to last out on P.M. show up for the next day. A choice can be made at the time the run is assigned, or at the completion of the run.

Any full run open at 2:00 P.M., will be marked up and show up time will stop. If there is an extra open which can be assigned to the operator catching the late run the Division will assign the operator to both pieces of work.

Any operator on P.M. show up catching extra work which returns him or her to the Division before show up is over, will return to show up.

If an operator is on P.M. show up and catches a stub-end when they complete that stub-end they are finished for the day, unless they are assigned a picked extra at the time they catch the stub-end. However, if an extra is open when the operator returns to the garage and he or she is the only operator available other than the last show-up person, he or she can be assigned the extra.

#### LATE RUNS

An operator with a regular picked late run who lays off sick after 2:00 P.M. must call back between 7:00 A.M. and 7:45 A.M. on the next day if he or she wants to work that day.

Any sub returning to the line up after running a night owl will receive the following consideration:

*BLUE*

- 1. If the run is scheduled to garage between 12:00 A.M. 12:30 A.M. the operator will not be assigned early show up or work scheduled to plug before 7:00 A.M.

*RED*

- 2. If the run is scheduled to garage between 12:31 A.M. and 2:00 A.M. the operator will not be assigned work which plugs before noon.



3. If the run is scheduled to garage after 2:01 A.M. the operator will not be assigned work which plugs before 2:00 P.M.

#### COMBINATION WORK

The board will be marked so as to let the sub assigned to combination work know what his or her days work will consist of, barring any change made necessary by:

1. Being moved onto show up subject to rules under early A.M. show up.
2. A cancellation of one or more pieces of work assigned to the operator.
3. The addition of a T.C.
4. The addition of a sick relief, dinner relief, or substitution at a time when no show up is available.
5. The addition of a late piece of work which was added late or was left open due to a combination man laying off or missing. Operator will be notified if at all possible.

In making up the combinations the board clerk will group the various pieces of work to avoid payment of guarantee and spread time. From the bottom combination upward the work will be distributed so as to give the operator at the bottom of the list the most work if possible and definitely the latest. *back into garage*

2/12/82

It is the duty of all operators to check the board carefully at the completion of each piece of work to ascertain what his or her piece of work will be.

PICKED EXTRAS

An operator picking an extra will receive the extra daily except when the extra is needed to fill guarantee. The board clerk will maintain a record of the days an operator is taken off a picked extra so as to deprive no single operator of overtime more often than another operator. Operator may check with the board clerk, if there is a question of being taken off extra.

In order to pick an extra, an operator must be able to run the selected extra at least three days per week.

ARROW EXPRESS AND CHARTERS TO BALL GAMES

An operator dropping for extras, will not be used for an Arrow or Charter to a Ball Game except when no other operator is available. An operator who misses or is late in reporting for work will not be assigned to an Arrow or Charter to a ball game except when no other operator is available.

Arrows and Charters to ball games will be given first to operators on combination work and then assigned in the following order:

1. Subs on day runs.
2. Regular operators on day runs.
3. Subs on split runs.
4. Regular operators on split runs.
5. Operators on off days.

In assigning Arrows and Charters to a ball game the Superintendent and the Union Representative of each Division will work out their own system.

OVERTIME WORK

A.M. work given out at overtime will be assigned to subs with late runs and subs with split runs secondly. The board clerk will start at the first run on the board and go down the line in giving out the work.

Any Charter going out of the garage at 11:00 P.M. or later will be assigned to a sub first with a late run then an operator with a picked late run.

Subs operating day runs will be assigned P.M. extras on the basis of first in, first out, regardless of the size of the extra. (In the event Arrows or Charter work to the stadium is open for subs with day runs an adjustment to this rule as far as an earlier extra is concerned may have to be made in order to get the operator back to the division in time to plug for the Arrow or Charter).

Operators wanting open work must leave a note for the board clerk requesting same. When the overtime work is to be given to an operator with a split run the board clerk will give the work to the operator involving the least spread time, sub operators come ahead of regular operators.

2/12/82

TRANSFERRING COACHES

T.C.'s cannot be placed on the board until the day the transfer is to be made therefore when possible assignments of T.C.'s will be made to the operators with the highest combination number.

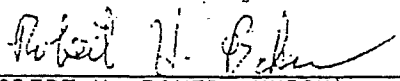
---

1. Operators having missed and reported to their division may be placed on show up, assigned to an open piece of work or released for the day as circumstance warrant. Regular operators have the option of serving show up.
2. An operator failing to report within two (2) hours of a miss will be suspended one (1) day.
3. Operators reporting back to work must do so before 2:00 P.M. on the day prior to the date returning.
4. Work for the mid morning show up will be given out without making any changes in the overtime work assigned earlier in the day if the show up operator catches out.
5. An operator wanting off on a specific day may sign the "off day book" starting at 4:00 A.M. on the tenth (10) day prior to the date wanting off. The book should be in the dispatch clerk's possession at all times. (Example: may start signing the book at 4:00 A.M. on 12/15 for 12/25). Signing the book does not assure an operator of being off on the desired day. Each operator is cautioned to check the board to verify whether he or she is off. The book shall be available to any operator or Union official.

6. In case a run is placed on the sub board by an error, the sub that has been assigned that run will be taken off the run and assigned extras, and given eight (8) hours guarantee.
7. A miss operator, not serving show up will be placed on latest assigned scheduled piece of work, if needed.
8. Any operator running a full assigned run wishing to work after 6:00 P.M. must leave a note for the board clerk before going to work that day.
- ⑨ Operator working regular work day is entitled to work before operator working off day. ←
10. Operators assigned to miscellaneous work such as: sub-clerk, sub-supervisor etc, will be used last for any overtime, except off day operators.
11. The time for returning to the garage, should stop at the box puller with 5 minutes to park the bus and turn in the stock.

2/12/82  
2/22/82

THESE RULES GOVERN THE BOARD AT ALL QUEEN CITY METRO DIVISIONS AND VOID ANY PREVIOUS WRITTEN ORAL AGREEMENTS. SHOULD ANY PROBLEMS ARISE, NOT COVERED BY THESE RULES, THE OPERATORS WILL ABIDE BY THE INSTRUCTIONS OF THE DIVISION SUPERINTENDENT (OR ASSISTANT SUPERINTENDENT) UNTIL SUCH TIME AS A RULING CAN BE MADE WHICH IS ACCEPTABLE TO UNION AND MANAGEMENT. ANY AND ALL CHANGES IN THESE RULES MUST BE IN WRITING AND AGREED UPON BY UNION AND MANAGEMENT.

  
ROBERT H. BAKER (UNION)

  
J.R. HARTLIEB (MANAGEMENT)

2/12/82  
2/22/82

BOARD

RULES

SORTA/  
METRO

BOARD RULES

THE BOARD WILL BE OFFICIAL DAILY AT 3:00 PM – LISTING THE WORK  
ASSIGNMENTS FOR THE FOLLOWING DAY.

RUNS WILL BE MARKED ON THE BOARD IN THE FOLLOWING ORDER:

1. DAY RUNS
2. SPLIT RUNS
3. LATE RUNS



## ROTATION OF SUBS:

1. Operators not operating a regular run paying 8.0 hours or more.
2. Operators returning from a regular scheduled day or days off, according to last days work.
3. Operator who missed.
4. Operator who were off sick.
5. Operators who laid off.
6. Operators returning from a suspension.
7. Operators returning from vacation.
8. Operators newly appointed.
9. Operators instructed to stay home with 8.0 hours pay
10. Operators who had a scheduled run paying 8.0 hours or more, in their place according to the size of the run. ( any operator who fails to complete a full run will drop for what the run pays as though the operator had worked the assignment.)
11. Operators returning from funeral leave.

OPERATORS ASSIGNED TO WORK SUCH AS, SUB-CLERK, SUB-SUPERVISOR, SUB-DISPATCHER, ETC. WILL RETURN AT THE BOTTOM OF THE OPERATORS WITH AN 8.0 HOUR RUN. ( board errors receiving 8.0 hrs. also)

## SHOW UP:

Operators assigned to show up must report to the dispatch clerk in full uniform, on or before the show up time. no one assigned to show up is permitted to leave the clubroom without the permission of the clerk dispatching runs.

Full runs will be assigned from the top of the show up list on down, according to plug time. All other work will be assigned from the bottom of the show up list on up.

Operators serving show up on an off day will be used the same as regular operators serving show up. Except when in conflict with other board rules.

In the AM and PM, miss operators and operators moved onto show up from the combination list will be used as part of the regular show up, they will be used for incomplete work first.

At 8:00 AM, if it is necessary to move operators up on noon show up, an operator who missed, or called running late to avoid a miss, and does not show up on time to run their assigned work in the AM, may be placed on the bottom of noon show up. This operator is also subject to running an AM extra before the PM show up.

If the normal compliment of noon show up is not acquired by this system, it may be necessary to move combination personnel to the bottom of noon show up.

An operator who calls running late and serves PM show up and is assigned any piece of work, will not be assessed an unexcused absence for that day.

## EARLY AM SHOW UP

Starting time for early AM show up will be at the discretion of the Division Superintendent and the Union Representative.

All AM show up not catching out will be marked up by 8 AM, all other open work will be filled by 10 AM when possible, but not later than 12 NOON.

On Saturdays, Sundays and Holidays, if a run which plugs before 9 AM is open before 8 AM, it will be assigned to the first operator on early AM show up not catching out.

Operators not catching out will be marked up on any open PM work except:

1. A full run.
2. An assignment that plugs at 6 PM or later.
3. A stub end.

An operator on early AM show up catching the work of an operator on combination will hold the entire combination except for work which plugs at 6 PM or later. He or she must notify the clerk of the request before leaving the club room on the first piece of work.

An operator on PM show up catching the work of an operator on combination, will hold the entire combination including anything that goes out at 6 PM or later, except when in conflict with other board rules.

The operator first out on PM show up down the list on the board shall be the next out for full runs when AM show up

is exhausted if not in conflict with other board rules. Also the first operator on PM show up shall be given the latest AM extra (out of the garage) so the line or position which they are in will not change. They should be called first to fill a full run.

### MID MORNING SHOW UP

Mid-morning show up will start a 8 AM or later at the discretion of the Division Superintendent and the Union Representative.

Mid-morning show up will end at 12 PM.

### PM SHOW UP

PM show up will start at 12 PM and will end at 5:30 PM.

Any operator catching a full or partial run after 2 PM will have a choice of running their next day's assignment (if such assignment is in conflict with the board rules) or dropping to last out on PM show up for the next day.

A choice can be made at the time the run is assigned, or at the completion of the run.

Any full run open at 2 PM will be marked up and show up time will stop. If there is an extra open which can be assigned to the operator catching the late run the Division will assign the operator both pieces of work.

Any operator on PM show up catching extra work that returns to the Division before show up is over, will return to show up.

If an operator on PM show up and catches a stub-end, when they complete that stub-end, they are finished for the day,

unless they are assigned a picked extra at the time they catch the stub-end. However, if an extra is open when the operator returns to the garage and is the only operator available, other than the last show up person, he or she will be assigned the extra.

### LATE RUNS

An operator with a regular picked late run who lays off sick after 2 PM must call back between 7 AM and 7:45 AM the next day if they want to work the next day.

Any sub returning to the line up after running a night owl will receive the following consideration:

1. If the run is scheduled to the garage between 12:00 AM and 12:30 AM the operator will **NOT** be assigned early work scheduled to plug before 7 AM. *BLUE DOT*
2. If the run is scheduled to the garage between 12:30 AM and 2 AM the operator will not be assigned work that plugs before noon. *RED DOT*
3. If the run is scheduled to the garage after 2:01 AM, the operator will not be assigned work that plugs before 2 PM.

### COMBINATION WORK

The board will be marked to let the sub assigned to combination work know what his or her work will consist of, barring changes made necessary by:

1. Being moved up to noon show up. (subject to rules under AM show up).
2. A cancellation of one or more pieces of work assigned to the operator.

723-2  
7240

3. The addition of a T.C.
4. The addition of a sick relief, dinner relief, or substitution at a time when no show up is available.
5. The addition of a late piece of work that was added late or was left open due to a combination person laying off or missing. The operator will be notified if possible.

In making up the combination, the board clerk will group the various pieces of work to avoid payment of guarantee and spread time. From the bottom upward the work will be distributed to give the operator at the bottom of the list the most work if possible, and definitely the latest work back to the garage.

It is the duty of all operators to check the board carefully at the completion of each piece of work to ascertain what his or her next piece of work will be.

NOON SU. ASSIGNED AMX'S BOTTOM UP  
EARLIEST OUT OF THE GARAGE.  
PICKED EXTRAS

An operator picking an extra will receive that extra daily except when the extra is needed to fill guarantee. The board clerk will maintain a record of the days an operator is taken off a picked extra as to deprive no single operator of overtime more often than another operator. Operators may check with the board clerk, if there is a question of being taken off extras.

In order to pick an extra, an operator must be able to run the selected work at least three days a week.

### ARROW EXPRESS AND CHARTERS TO BALL GAMES

An operator dropping for extras will not be used for

Arrow or Charter to a game except when no other operator is available. An operator who misses or is late in reporting for work will not be assigned to as Arrow or Charter to a game, except when no other operator is available.

Arrows and Charters to games will be given first to operators on combination and then assigned in the following order:

1. Subs on day runs.
2. Regular operators on day runs.
3. Subs on split runs.
4. Regular operators on split runs.
5. Operators on off days.

In assigning Arrows and Charters to a game, the Superintendent and the Union Representative of each Division will work out their on system.

#### OVERTIME WORK

AM work given out as overtime will be assigned to subs with late runs and subs with split runs secondly. The board clerk will start at the first run on the board and work down the list.

Any Charter going out of the garage at 11 AM or later will be assigned to a sub first with a late run then an operator with a picked late run.

Subs operating day runs will be assigned PM extras on the basis of first in, first out, regardless of the size of the extra. (in the event Arrows or Charter work is open for subs on day runs, an adjustment to this rule, as far as an earlier extra is concerned, may have to be made in order to get the operator back to the garage in time to plug for the Arrow or Charter.)

Operators wanting open work must leave a note for the board clerk requesting the work. When the overtime work is given to an operator with a split run, the board clerk will give the work

to the operator involving the least amount of spread time. Sub operator come before regular operators.

### TRANSFER COACHES (TC'S)

TC's cannot be placed on the board until the day of the transfer. Therefore, when possible, assignments of TC's will be made to the operators with the highest combination number.

Operators having missed and reported, may be placed on show up, assigned to an open piece of work, or released for the day as circumstances warrant. Regular operators have the option of standing show up.

An operator failing to report within two (2) hours after a miss will be assessed a double miss and receive a day's suspension.

Operators reporting back to work must do so before 2 PM on the day prior to the day returning.



Work for the mid-morning show up will be given out without making changes in the overtime assigned earlier in the day, if the show up operator catches out.

An operator wanting off a specific day may sign the "off day book" starting at 4 AM on the tenth (10) day prior to the date wanting off. The book should be in the dispatch clerk's possession at all times. (ex. sign the book starting 12/15 for 12/25) Signing the book does NOT assure an operator will be off on the desired day. Each operator is cautioned to check to verify whether he or she is off. The book shall be available to any operator or Union Official.

In case a run is placed on the board in error, the sub assigned to that run will be taken off the run and assigned extras



and given eight (8) hours guarantee.

 A miss operator, not serving show up, will be placed on  the latest scheduled piece of work, if needed.

Any operator running a full assigned run wishing to work after 6PM must leave a note for the board clerk before going to work that day.

Operators working a regular work day are entitled before an off day person.

Operators assigned to work such as: sub-clerk, sub-supervisor, instructor, etc. will be used last for any overtime, but before off day operators.

The time for returning to the garage should stop at the ~~face~~ box puller with 5 minutes to park the coach and turn in the stock.

# **Transit Operations Board Rules**

Compilation of postings and letters amending and revising specific sections within the Board Rules, from 1984 – 2009.

# TRANSPORTATION

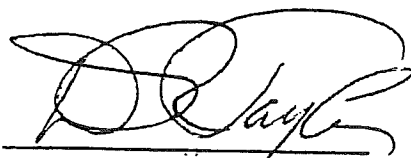
## BULLETIN

9 AUGUST 1984

EFFECTIVE THIS DATE IT HAS BEEN AGREED BY UNION AND MANAGEMENT TO CHANGE THE RULE PERTAINING TO THE PICKING PROCESS FOR THE EXTRA BOARD. RULE # 3 IS THEREFORE CHANGED TO:

3. ON WEDNESDAY OF EACH WEEK (BY 12:00 NOON) THE BOARD CLERK WILL POST AT EACH DIVISION:
  - (A) A SENORITY LIST OF THE EXTRA BOARD OPERATORS DIVIDED INTO FOUR (4) EQUAL GROUPS FOR THE PURPOSE OF PROVIDING A DATE AND TIME FOR EACH OPERATOR TO PICK. THE FIRST GROUP WILL PICK BY 4:00 EACH WEDNESDAY, THE SECOND GROUP BY 4:00 PM EACH THURSDAY, THE THIRD GROUP BY 11:00 AM ON FRIDAY AND THE FINAL GROUP BY 4:00 PM ON FRIDAY.
  - (B) A LIST OF THE RUNS AVAILABLE FOR PICK AND A LIST OF OFF DAYS FOR OPERATORS REMAINING ON THE SUB BOARD. RUNS WILL BE DIVIDED INTO TWO (2) GROUPS: OPEN RUNS WILL CONSIST OF RUNS OPEN DUE TO RETIREMENT, RESIGNATION, TERMINATION AND/OR VACATION. SICK LEAVE WILL CONSIST OF RUNS WHERE THE REGULAR OPERATOR IS NOT EXPECTED TO RETURN DURING THE WEEK THE PICK IS IN EFFECT AND WILL ALSO INCLUDE RUNS OF OPERATORS ON SPECIAL DETAIL FOR THE FULL WEEK OF THE PICK.

NOTE: NO PICK WILL BE HELD ON A DAY WHEN THERE IS A UNION MEETING SCHEDULED, A RUN-OFF ELECTION OR A HOLIDAY. THE PICK FOR ANY WEEK AFFECTED BY THIS RULE WILL START A DAY EARLIER IN THE WEEK.



DONALD R. TAYLOR

Queen  
City **Metro**

Six East Fourth Street  
Cincinnati, Ohio 45202  
Phone: (513) 621-9450

TO: Pete Howell  
Al Hurd

FROM: Donald R. Taylor

DATE: 4 September 1986

SUBJECT: PICKED EXTRAS

A problem arose yesterday which is not covered in the Board Rules. Several operators with picked extras lost their extra for the second day in a row. These were operators with regular runs. At the same time they were losing their extras operators with hold-down runs were receiving their picked extra.

In the past, operators with regular runs who had picked extras, did not lose their extra while operators on the sub-board were receiving extras for overtime. This is an area which was not considered when the rules were posted therefore the following rule will apply:

WHEN A PICKED EXTRA IS NEEDED TO MAKE A COMBINATION OR TO FILL GUARANTEE, OPERATORS WILL LOSE PICKED EXTRAS IN THE FOLLOWING ROTATION:

- (1) OPERATORS WITH A HOLD-DOWN RUN
- (2) OPERATORS WITH A REGULAR PICKED RUN

By implementing this rule an operator on the sub board who has a hold-down with a picked extra will always lose his/her extra before an operator with a regular picked run loses his/her extra.

This also means that the Board Clerk will have to maintain a list of regular operators who lose their extra as well as a list of hold-down operators who lose their extra to make certain that the loss of an extra is rotated.

Secondly, if an operator is taken off of two (2) picked extras, all others in his/her category should lose two (2) picked extras before he/she loses another one.

THE RULES LISTED BELOW WILL BE ADDED TO THE BOARD RULES EFFECTIVE 10 JUNE 1984 AND WILL NOT BE CHANGED EXCEPT IN WRITING AND UPON AGREEMENT OF UNION AND MANAGEMENT.

1. A WEEKLY PICK WILL BE HELD ON THURSDAY AND FRIDAY OF EACH WEEK TO DETERMINE ASSIGNMENTS FOR THE EXTRA BOARD OPERATORS FOR THE FOLLOWING WEEKS WORK, BEGINNING ON THE SUNDAY FOLLOWING EACH PICK.
2. THE BOARD CLERK AT EACH DIVISION WILL CONDUCT THE WEEKLY EXTRA BOARD PICK.
3. ON WEDNESDAY OF EACH WEEK, BEGINNING 6 JUNE 1984, THE BOARD CLERK WILL POST AT EACH DIVISION:
  - (a) A SENORITY LIST OF THE EXTRA BOARD OPERATORS DIVIDED INTO FOUR (4) EQUAL GROUPS FOR THE PURPOSE OF PROVIDING A DATE AND TIME FOR EACH OPERATOR TO PICK.
  - (b) A LIST OF THE RUNS AVAILABLE FOR PICK AND A LIST OF OFF DAYS FOR OPERATORS REMAINING ON THE SUB BOARD.  
RUNS WILL BE DIVIDED INTO TWO (2) GROUPS:  
OPEN RUNS WILL CONSIST OF RUNS OPEN DUE TO RETIREMENT, RESIGNATION, TERMINATION AND VACATION. SICK LEAVE WILL CONSIST OF RUNS WHERE THE REGULAR OPERATOR IS NOT EXPECTED TO RETURN DURING THE WEEK THE PICK IS IN EFFECT AND WILL ALSO INCLUDE RUNS OF OPERATORS ON SPECIAL DETAIL FOR THE FULL WEEK OF THE PICK.
4. ANY OPEN EXTRAS WILL BE OFFERED TO SUBS PICKING A RUN.
5. SUBS WITH PICKED RUNS WILL BE TREATED AS REGULAR OPERATORS DURING THE WEEK OF THE PICK EXCEPT HE OR SHE WILL NOT BE ENTITLED TO REFUSE TO STAND SHOW UP IF NEEDED FOLLOWING A MISS, OR RUNNING LATE.

*Except See Bulletin*

*PER Don Taylor*

*EFFECTIVE 9/4/86*

6. EACH OPERATOR MUST LEAVE AT LEAST THREE (3) CHOICES IF HE OR SHE WILL NOT BE PRESENT TO PICK BY THE DEADLINE FOR PICKING. IF THE OPERATOR IS NOT PRESENT AND ALL CHOICES LEFT BY THE OPERATOR HAS BEEN PICKED THE BOARD CLERK WILL MAKE EVERY REASONABLE EFFORT TO CONTACT THE OPERATOR. IF NO CONTACT IS MADE THE BOARD CLERK WILL ASSIGN THE OPERATOR WORK AND OFF DAYS SIMILAR TO WHAT THE OPERATOR HAD THE PREVIOUS WEEK.
7. A SUB SCHEDULED FOR VACATION OR ON AN EXTENDED SICK LEAVE AND NOT EXPECTED TO RETURN DURING THE WEEK OF THE PICK WILL NOT BE ALLOWED TO PICK BUT WILL BE PLACED ON THE EXTRA BOARD IN ACCORDANCE WITH THEIR SENORITY.
8. IF DURING THE PICKING PROCESS A REGULAR OPERATOR ON SICK LEAVE REPORTS BACK FOR THE FOLLOWING WEEK, HIS OR HER RUN WILL BE REMOVED FROM THE PICK IF IT IS STILL OPEN. A SPACE WILL BE ADDED TO THE EXTRA BOARD LIST WITH OFF DAYS CORRESPONDING TO THE OFF DAYS OF THE RUN IN QUESTION.
9. IF A REGULAR OPERATOR REPORTS BACK FROM SICK LEAVE AFTER HIS OR HER RUN HAS BEEN PICKED, OR AT ANY TIME FOLLOWING THE PICK, OR DURING THE WEEK OF THE PICK, THE SUB ON THE RUN WILL BE DROPPED TO THE REGULAR ROTATION ON THE SUB BOARD AND WILL RETAIN THE OFF DAYS OF THE RUN WHICH REPORTED BACK.
10. IN THE EVENT A RUN IS OMITTED FROM A PICK BY ERROR, THAT RUN WILL BE PLACED ON THE BOARD DAILY AND FILLED IN ACCORDANCE WITH THE USUAL ROTATION OF RUNS AND SUBS.

BOARD RULE CHANGE

Effective 2/11/87.

The following rule is in effect per agreement between Don Taylor and Jim Dingess:

Subject: Show up

In the event that a person who has run late or missed is assigned to the show up list, that person will start their show up at the time that the dispatch clerk instructs them too:

They will be used as a regular show-up person until the next group of show up people arrive and at that time that person will fall behind the next show up group:

Example:

A.M. Show up

4:05am

4:40a

4:40a

5:05a

5:05a

In the above example if a person were placed on show up due to a miss or a run late they at 4:10am they would be on show up and depending on the 4:05am person would either be first out if he/she were gone or behind that person if still on show-up. At 4:40am when the next show up person arrived, the miss or run late person would be dropped behind the 4:40a show up and the same would happen when the 5:05am show up arrived.

MOVING UP OF SHOW UP

In the event that a miss or run late person were on show-up and it was necessary to move up PM show-up, then the miss or run late person would not be dropped behind the show -up that was being moved up.

The only time that the miss or run late person is dropped is when they are on show-up and regular scheduled show up is coming in behind that person.

PAGE 2, PARAGRAPH 2 OF THE BOARD RULES CURRENTLY READ:

OPERATORS SERVING SHOW UP ON AN OFF DAY WILL BE USED THE SAME AS REGULAR OPERATORS SERVING SHOW UP. EXCEPT WHEN IN CONFLICT WITH OTHER BOARD RULES.

EFFECTIVE SEPTEMBER 9, 1988 THE ABOVE PARAGRAPH WILL BE DELETED AND THE FOLLOWING PARAGRAPH WILL BE INSERTED:

OPERATORS SERVING SHOW UP ON AN OFF DAY WILL BE USED THE SAME AS REGULAR OPERATORS SERVING SHOW UP, HOWEVER THE LIST OF OPERATORS WHO HAVE SIGNED UP FOR OFF DAY WORK MUST BE EXHAUSTED BEFORE AN OFF DAY OPERATOR IS USED FOR A SECOND PIECE OF WORK.

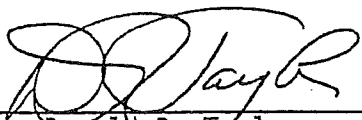
EXAMPLE: SIX (6) OPERATORS SIGN THE OFF DAY BOOK TO WORK.

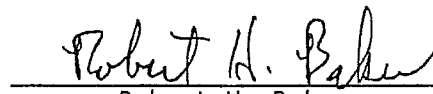
TWO (2) ARE ASSIGNED FULL RUNS.

TWO (2) ARE ASSIGNED SHOW UP.

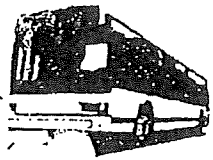
THERE IS AN ARROW (OR CHARTER) OPEN AS WELL AS AN EXTRA. ASSUMING THAT EACH OF THE FOUR OFF DAY OPERATORS COULD RUN THE OPEN EXTRA AND OPEN ARROW, THEY WILL COME BEHIND ANY OPERATOR WORKING ON THEIR REGULAR DAY AND WILL ALSO COME BEHIND THE TWO OPERATORS WHO SIGNED THE OFF DAY BOOK BUT WERE NOT USED.

THE ABOVE CHANGE IS AGREED UPON AND BECOMES EFFECTIVE 9/8/88.

  
\_\_\_\_\_  
Donald R. Taylor

  
\_\_\_\_\_  
Robert H. Baker





February 16, 1988

**metro**  
Western Ohio Regional  
Transit Authority

To: Mr. Ed Fischer  
Union Representative  
Queensgate Division

From: Bob Oliver  
Sector 7 Manager  
Queensgate Division

Subject: Clarification of board rule concerning honoring notes for unscheduled overtime work, after 6:00p.m..

Dear Mr. Fischer:

This clarification arises out of the grievances of T. Metz, dated 1-15-88 and J. Meiners, dated 1-19-88.

You have proposed the following clarification of the rule concerning the honoring of notes for unscheduled overtime, after 6:00p.m. as follows:

Work will be assigned in the follow manner:

1. Subs. on day runs.
2. Subs on split runs.
3. Regular operators on day runs.
4. Regular operators on split runs.
5. sub. clerks/dispatchers/instructors.
6. Operators on off days.

Any operator who starts an assignment and request to be relieved as soon as is possible, the first operator arriving the garage who left a note will be entitled to this relief.

If the operator who starts the assignment agrees to remain on the work as long as is necessary, then the work will be held and given to the operator who left a note to work, using the above list for determining who is entitled and where spread time is involved, the operator having the least spread time will be entitled to the work.

Operators leaving notes for work after 6:00p.m. are obligated to work any assignment given.

cc: Don Taylor  
Al Hill  
Phil Lind  
N. Tscheiner

(1)

Hill, Phil Lind and myself have agreed with this clarification and it will be put into effect.

Respectfully

*Robert A. Oliver*

Robert. A. Oliver  
Sector 7 Manager  
Queensgate Division

*Robert A. Oliver*

Robert A. Oliver

*Al Hill*

Al Hill

*Phil Lind*

Phil Lind

*Ed Fischer*

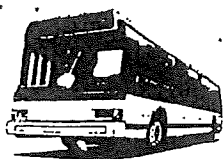
Ed Fischer

*Norb Tscheiner*

Norb Tscheiner

FILE  
BOARD Rules

February 16, 1988



Queen  
City  
**Metro**  
Southwest Ohio Regional  
Transit Authority

To: Mr. Ed Fischer  
Union Representative  
Queensgate Division

*Noted  
D. Hill  
2/16/88*

From: Bob Oliver  
Sector 7 Manager  
Queensgate Division

Subject: Clarification of board rule concerning honoring notes for unscheduled overtime work, after 6:00p.m..

Dear Mr. Fischer:

This clarification arises out of the grievances of T. Metz, dated 1-15-88 and J. Meiners, dated 1-19-88.

You have proposed the following clarification of the rule concerning the honoring of notes for unscheduled overtime, after 6:00p.m. as follows:

Work will be assigned in the follow manner:

1. Subs. on day runs.
2. Subs on split runs.
3. Regular operators on day runs.
4. Regular operators on split runs.
5. sub. clerks/dispatchers/instructors.
6. Operators on off days.

Any operator who starts an assginment and request to be relieved as soon as is possible, the first operator arriving the garage who left a note will be entitled to this relief.

If the operator who starts the assignment agrees to remain on the work as long as is necessary, then the work will be held and given to the operator who left a note to work, using the above list for determining who is entitled and where spread time is involved, the operator having the least spread time will be entitled to the work.

Operators leaving notes for work after 6:00p.m. are obligated to work any assignment given.

cc: Don Taylor  
Al Hill ✓  
Phil Lind  
N. Tscheiner

(1)

Al Hill, Phil Lind and myself have agreed with this clarification and it will be put into effect.

Respectfully



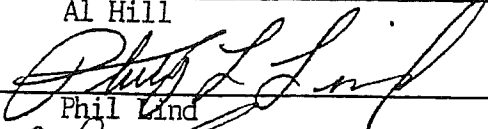
Robert. A. Oliver  
Sector 7 Manager  
Queensgate Division



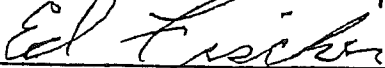
Robert A. Oliver



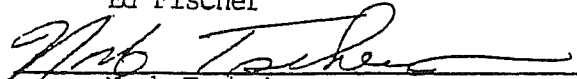
Al Hill



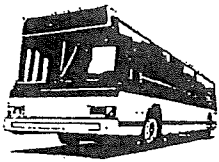
Phil Lind



Ed Fischer



Norb Tscheiner



**Metro**  
Southwest Ohio Regional  
Transit Authority

*Phil Lind*

TO: SECTOR MANAGERS .

FROM: M.J. GATHERWRIGHT *mjl*

DATE: 5/24/89

REF: ADDITION TO EXISTING EXTRA BOARD WEEKLY  
PICK RULES

AN AGREEMENT BETWEEN THE BARGAINING UNIT AND THE AUTHORITY  
HAS BEEN REACHED CONCERNING THE ABOVE. THE FOLLOWING  
LANGUAGE WAS ADDED TO THE EXTRA BOARD WEEKLY PICK RULES:

A SUB OPERATOR WHO CATCHES A LATE RUN ON A  
SATURDAY, AND HAS A EARLY HOLD DOWN RUN PICKED  
FOR SUNDAY WILL QUALIFY FOR THE SAME OPTIONS  
OUTLINED IN THE BOARD RULES; IE, RUN HOLD  
DOWN RUN THAT WAS PICKED FOR SUNDAY OR DROP  
TO THE BOTTOM OF NOON SHOW UP. EACH SUCCESSIVE  
DAY WILL BE TREATED SIMILARLY.

NOTE: THE SAME TIME FRAMES OUTLINED IN THE  
BOARD RULES WILL APPLY; NOT TO BE  
CONFUSED WITH THE FATIGUE RULE.

IF YOU HAVE ANY FURTHER INQUIRIES CONCERNING SAME, FEEL FREE  
TO CONTACT MR. LEISEN OR MYSELF.

CC: DON TAYLOR  
BILL LEISEN  
BOARD CLERK  
UNION

CLARIFICATION OF BOARD RULE

PAGE # 10    RULE # 1

The board rule states....." Operators having missed and reported to their division may be placed on show-up, assigned to an open piece of work or released for the day as circumstances warrant. Regular operators have the option of serving show-up".

The clarification is as follows:

Assigned to an open piece of work shall mean that the piece of work is open at the time that the person who has missed reports to the division.

This could be a case of a person on an extra being taken off prior to the miss person reporting and used elsewhere according to the board rules such as in the case of a PM show-up person with an AM extra being moved to AM show-up. That persons extra would then be open and a miss person could be assigned.

It is not the intent that once a miss person reports that a person on a piece of work then be taken off and that piece of work then be assigned to the miss person.

Open work will be open before the miss person reports at the division.

Agreed to by

For the union

Ed Fisher  
Mr. Ed Fisher

Mr. Norbert Tscheiner  
Mr. Norbert Tscheiner

For the Management

Al Hill  
Al Hill  
Phil Lind  
Phil Lind  
Bob Oliver  
Bob Oliver

Dated 11-15-89

Clarification of procedure

Procedure:

Person assigned to PM show-up who has an AM piece of work and misses on the AM piece of work. How will they be handled for PM show-up.

Clarification:

Any operator assigned to PM show-up and who has an AM piece of work and misses on the AM piece of work will if needed on PM Show-up be dropped to last out on the PM show-up at the time of reporting from the AM miss.

The show-up person will not hold their place on the PM show-up should they miss on PM show-up and will be dropped to last out when reported.

A person with an AM extra who is assigned to PM show-up and misses on the AM extra may be sent home for the day depending on the circumstances. This is all ready a part of the board rules page # 10 item # 1.

Agreed to by

For the Union

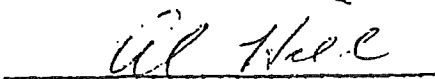


ED FISHER

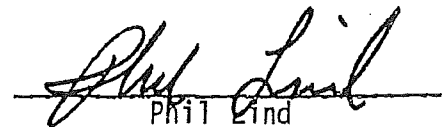


NORB TSCHAINER

FOR THE MANAGEMENT



Al Hill



Phil Lind



Bob Oliver

DATED

11-15-89

2/7/92 CR

**MANAGEMENT AND UNION HAVE AGREED TO THE FOLLOWING MODIFICATIONS OF THE PICKING RULES FOR THE MARCH 1992 PICK ONLY.**

1. TWO (2) FULL TIME OPERATORS AT THE SAME DIVISION (EXCLUDING OPERATORS ON THE ROTATING SUB BOARD) MAY:

- (A) SWITCH FULL RUNS
- (B) SWITCH OFF DAY OR DAYS

*This rule enables an operator to be present at the time he/she is scheduled to pick without losing pay or incurring a day of unexcused absence.*

*Switching of partial runs is not permitted.*

*Approval must be secured from a sector manager no later than 12:00 noon on the day prior to the day of the switch.*

2. AN OPERATOR MAY PICK A COMBINATION OF AN EARLY AND A LATE RUN PROVIDED EACH EARLY RUN PICKED IS PRECEDED BY EITHER AN EARLY RUN OR A DAY OR DAYS OFF.

*Early runs are defined as those runs on the pick which are scheduled to leave the division not later than 9:00 a.m., except on Saturdays, Sundays and Holiday, at which time early runs will leave no later than 10:30 a.m.*



BY ~~WIDE AGREEMENT~~  
JANUARY 26, 1994

FATIGUE RULE

Sub operators working a late run who finish the run after 9:59 p.m. by before 12:30 a.m. will be given a choice of working the next day's assigned a.m. work (which plugs before 7:00 a.m. or earlier) or dropping to last out on the P.M. show Up.

FATIGUE RULE CLARIFICATION

FEBRUARY 10, 1994 REVISED MARCH 2, 1994

This is to clarify the intent and procedures governing the FATIGUE RULE.

The rule is in place to assist the sub operators on the board who wish to seek additional rest after completing late work, who have fallen for work the next day which is scheduled out of the garage before 7:00 A.M. It is not intended to be used to manipulate ones position on the board. The blue and red rules will still apply in many cases which will negate the fatigue rule.

RULES:

- 1) The fatigue rule can not be evoked before 2:00 P.M. Any sub operator wishing to evoke the fatigue rule should be encouraged to do so at the completion of their work. [BOARD RULES: PAGE 5, P.M. SHOW UP: Any operator catching a full or partial run after 2:00 P.M. will have a choice of running their next days' assignment (if such assignment is in conflict with the Board Rules) or dropping to last out on P.M. show up for the next day. A choice can be made at the time the run is assigned, or at the completion of the run.]
- 2) Once evoked, the clerk will place the sub operator at the bottom of Noon Show Up (See exceptions below) and open their previously assigned work. When more than one sub operator evokes the fatigue rule, the operator scheduled in the latest will be placed at the bottom of Noon Show up. In cases where two operators are scheduled to the garage at the exact same time the run number will determine the position at the bottom of P.M. show up. The higher number, numerically speaking, of the two run numbers will always be at the bottom position of P.M. Show Up.

BY        IDE AGREEMENT  
JANUARY 26, 1994

FATIGUE RULE

FATIGUE RULE CLARIFICATION  
FEBRUARY 10, 1994      REVISED MARCH 2, 1994

PAGE TWO

RULES Continued...

2) Continued...

EXCEPTIONS: YOU WILL NOT BE ABLE TO EVOKE THIS RULE IF / WHEN

a) the work finishes before 9:59 P.M.

b) the blue or red dot rules apply.

c) an operator is assigned to combination, PM Show up or a  
run plugging after 7:00 A.M.

EXAMPLES: An operator is assigned to combination work for the next  
day. He/she evokes the fatigue rule. They will only be  
dropped on any work plugging before 7:00 A.M.

An operator is assigned to a regular run the next day  
which plugs after 7:00 A.M. and an extra which plugs  
before 7:00 A.M. He/she will be dropped off the extra  
plugging before 7:00 A.M. only. They will run the rest  
of their assignments.

An operator is assigned to 1st out on Noon Show Up with  
an extra plugging before 7:00 A.M. He/she will be dropped  
from the extra only. They will hold their original position  
on Show Up.

3) An operator evoking the fatigue rule (and does not fall under the  
exceptions listed above) and are placed on the bottom of Noon Show Up  
will hold that position in the board clerk's line up. In other words,  
they will be carried as if they had fallen for that position on Noon  
Show up to begin with on the line up.

I N T E R O F F I C E M E M O R A N D U M

Date: 14-Jan-1999 11:11am EDT  
From: MIKE BROWN  
MBROWN  
Dept: EXECUTIVE  
Tel No: 632-7514 or 632-7576

TO: CARLOS ROWLAND ( CROWLAND )  
TO: WILLIAM DESMOND ( BDESMOND )

Subject: Amendment to 19849 Hold Down Pick Procedure

Please review the following language. This pertains to the D. Schmidt grievance.

Amendment to 1984 Agreement( Eff. 6/10/84)  
Pertaining to Weekly Hold Down Pick  
Procedures

It has been mutually agreed to between Union and Management that the following language shall replace the language contained in Item #6, Page 2 of the 1984 Agreement.

" EACH OPERATOR WHO WILL NOT BE PRESENT TO PICK BY THE DEAD LINE FOR PICKING MAY LEAVE THEIR WRITTEN CHOICE(S) IN THE ORDER OF PREFERENCE WITH THE CLERK. IF AN OPERATOR IS NOT PRESENT OR THE WRITTEN CHOICE(S) LEFT BY THE OPERATOR HAS ALREADY BEEN PICKED, THE BOARD CLERK WILL ASSIGN THE OPERATOR WORK AND OFF DAYS SIMILAR TO WHAT THE OPERATOR HAD THE PREVIOUS WEEK."

Obviously the above would be signed off on by myself and Fischer. In my opinion this more closely reflects what we feel the majority of the time is happening, however the agreement does not stipulate choices be left in writing nor has it been consistently practiced.

Give me some Feedback, ASAP

MLB

INSTRUCTED BY MIKE BROWN :

NOW A PRACTICE REQUIRING FOLLOWING (OPERATOR DON BOWMAN)

mgj

1/29/03

DRAFT-----DRAFT-----DRAFT-----DRAFT-----DRAFT-----DRAFT-----DRAFT-----DRAFT

ASSIGNMENT OF WORK TO OPERATORS WANTING TO  
GET RELIEVED AFTER COMPLETING  
EIGHT (8) HOURS

- \* NOTES WANTING WORK CAN BE SUBMITTED UP TO 4:30PM OF THE DAY THE WORK IS TO BE OPERATED, HOWEVER, NOTES SUBMITTED WILL BE HONORED IN THE NORMAL FASHION.
- \* NOTES CAN NOT BE PULLED AFTER 4:30PM.
- \* ASSIGNMENTS WILL BE MADE AT 5:30PM AT THE CONCLUSION OF SHOW-UP
- \* WORK WILL BE ASSIGNED WITH THE INTENT OF GETTING THE PERSON THAT WANTS RELIEVED WITHIN ONE (1) HOUR OF THEIR COMPLETING THE REQUIRED EIGHT (8) HOURS
- \* IF TWO OR NOTES ARE RECEIVED THAT QUALIFY TO RUN OPEN PIECE OF WORK CREATED BY A REQUEST TO GET RELIEVED, THE BOARD RULES GOVERNING REQUEST FOR OVERTIME AFTER 6:00PM WILL BE ADHERED TO. SIZE OF THE ASSIGNMENT IS NOT A CONSIDERATION.
- \* IN THE EVENT THE OPERATOR GETTING RELIEVED AFTER EIGHT (8) HOURS DOES SO BEFORE 9:59PM, AND IS NOT ASSIGNED AN AM EXTRA THE NEXT DAY, THEY MAY BE REQUIRED TO DO SO IF ONE IS AVAILABLE; THE FATIGUE RULE CAN BE INVOKED IF RELIEVED AFTER 9:59PM.  
  
THE OPERATOR LEAVING THE NOTE FOR LATE WORK CAN NOT INVOKE THE FATIGUE RULE UNLESS THEY ARE ASSIGNED AN AM "EXTRA" AND THE PERSON BEING RELIEVED CAN RUN THE EXTRA.
- \* ANY DISAGREEMENTS IN THE ASSIGNMENT OF THIS WORK IS TO BE BROUGHT TO THE ATTENTION OF THE MANAGER ON DUTY; IF NONE IS AVAILABLE, THE CLERK IS TO CALL AT HOME OR PAGE A MANAGER FOR DIRECTIONS.
- \* FOR LATE WORK, EXISTING POLICIES WOULD BE ADHERED TO, I.E. DAY RUN OPERATORS WOULD GET THE LATEST PIECE TO GET BACK IN THE GARAGE, SPLIT RUNS WOULD BE ASSIGNED TO REDUCE SPREAD TIME. STRAIGHT RUN OPERATORS NOTES HONORED IN ORDER OF 1ST PLUGGED
- \* WHEN DETERMINING WHEN AN OPERATOR WANTING RELIEVED HAS THEIR 8 HOURS IN, THE RELIEF TIME IS TO BE USED EVEN IF TRAVEL TIME IS WARRANTED. THIS IS NOT TO SAY THAT IF TRAVEL TIME IS WARRANTED YOU STILL CAN NOT GET THEM RELIEVED IF THE 8 HOURS ISN'T IN AT THE RELIEF TIME BUT WOULD BE BY THE TIME THE

OPERATOR GETTING RELIEVED GOT BACK TO THE GARAGE.

\* IF IT IS REASONABLE TO UTILIZE A EXISTING RELIEF POINT, IT SHOULD BE DONE BUT NOT TO THE EXTENT THAT AN OPERATOR WOULD BE FORCED TO STAY WELL OVER THEIR 8 HOUR REQUIREMENT IF THE RELIEF CAN BE MADE REASONABLY ENROUTE.

\* OPERATORS WHO HAVE MISSED OR RAN LATE ETC. WILL BE UTILIZED TO HONOR EARLY RELIEF REQUEST BEFORE OVERTIME AND SPREAD ARE PAID TO AN OPERATOR LEAVING A NOTE FOR ADDITIONAL WORK. THE ASSIGNMENT MAY AT SOME POINT BE OVERTIME FOR AN EMPLOYEE THAT RAN LATE OR MISSED ETC.

REVISED 12/17/97



J.R. Schmidt  
Senior Station Manager

**METRO**

April 24, 2009

To: Joesph Larry Spalding Coach Operator

From: J.R. Schmidt, Senior Station Manager

Mr. Spalding,

On February 21, 2009 you filed a grievance in regards to regular run operators being assigned early morning extras after working late runs. The current rules allow sub operators to fatigue off of early morning work based on how late they worked the night before which is referred to as the "red dot, blue dot rule". You are seeking to have the privileges of this rule extended to regular run operators.

First of all I wish to thank you for giving me the extension in time to research this problem along with your requested solution. Secondly I want to commend you for presenting one of the clearest, well written grievances we have ever received. Thirdly, thanks for your patience during this process and the manner in which you conducted yourself.

I have reviewed the facts and spoke to many in-house personnel regarding this problem and any possible solutions. The problem came about because of extremely high absenteeism in the operator ranks. Those operators that did come to work were required to work longer shifts to cover for the ones who did not show up for work. It is only in times of such high absenteeism that Metro must force operators onto work they do not desire.

I was unable to find another solution to the problem that would not have a significantly negative impact on those operators that do want to work late runs and morning extras. The only solution was the one you proposed which is to allow regular run operators to invoke the fatigue rule under the "red dot, blue dot rule."

I unfortunately do not have the ability to see the future. I believe that most operators when forced onto an early extra would be willing to work the extra to help us provide the promised service to our customers and to earn the associated overtime pay. Sometime off in the future it may become necessary to revert back to sub operators only but for now I am going to sustain your grievance and permit regular run operators to invoke the fatigue rule that also applies to sub operators when they are forced onto early extras after working late work under the "red dot, blue dot rule."

I will be issuing a memo to the clerks to permit the practice to take place upon your acceptance of this response.

I trust this resolves your grievance and once again thank you for your patience in this matter.

Respectfully,

J.R. Schmidt  
Senior Station Manager

c: Bill Spraul, Director of Transit Operations  
Bernadine Black, Station Manager  
Donna Cooper Station Manager  
Joseph Larry Spalding  
Union

Joseph Larry Spalding  
Grievant

  
ATU Representative

PAST PRACTICE AND PROCEDURES NOT COVERED BY THE BOARD RULES

PAST PRACTICE FOR ASSIGNING A.M. SHOW UP OPR'S WHO DID NOT CATCH OUT HAS BEEN AS FOLLOWS:

THE BOARD CLERK ASSIGNS THE P.M. EXTRAS TO THE A.M. SHOW UP OPR'S IN THE SAME WAY AS COMBINATION OPR'S WORK IS ASSIGNED. THE BOTTOM OPR ON A.M. SHOW UP NOT CATCHING OUT IS GIVEN THE MOST WORK IF POSSIBLE BUT DEFINATELY THE LATEST SCHEDULED <sup>P.M.</sup> TO RETURN INTO THE GARAGE.

PAST PRACTICE FOR ASSIGNING P.M. SHOW UP OPR'S TO A.M. EXTRAS HAS BEEN AS FOLLOWS:

THE BOARD CLERK ASSIGNS THE MOST <sup>A.M. work</sup> TO THE BOTTOM OPR ON P.M. SHOW UP WHEN POSSIBLE BUT DEFINATELY THE EARLIEST WORK OUT OF THE GARAGE. THE TOP OPR ON P.M. SHOW UP SHOULD RECIEVE THE LATEST A.M. EXTRA OUT OF THE GARAGE. NEVER THE LESS THE BOTTOM P.M. SHOW UP OPR IS THE FIRST P.M. SHOW UP OPR. TO RECIEVE TWO OR MORE A.M. EXTRAS WHEN IT IS NECESSARY TO ASSIGN THE P.M. SHOWUP TWO OR MORE A.M. EXTRAS.

*Note these procedures are not meant to be construed as board rules only as past practices as best as can be remembered*

PROCEDURE FOR HONORING OPR'S NOTES FOR NO EXTRA:

<sup>with the</sup> HOLD-DOWN OPR'S AND <sup>picked</sup> REGULAR OPR'S SHALL ALL BE TREATED THE SAME WHEN DETERMINING WHICH NOTE TO HONOR. THE FIRST NOTE HONORED SHALL BE FOR THE OPR WITH THE FIRST RUN DUE OFF (both travel time and st. travel time should be added to the time off in making the determination). IF TIMES DUE OFF ARE THE SAME LET THE OPR WITH HIGHEST SENIORITY OFF FIRST. *Note: Bd Clerk can bypass operators who chronically request no extra in favor of opr's who rarely request off extras.*

PROCEDURE FOR HONORING REGULAR OPR'S NOTES FOR WORK THAT PLUGS BEFORE 6:00PM

THE FIRST NOTE HONORED WILL BE THE NOTE TURNED IN BY THE OPR WHO PLUGGED FIRST. IF BOTH RUNS PLUG AT THE SAME TIME THEN THE NOTE FROM THE OPR WITH THE LOWEST RUN NUMBER WILL BE HONORED FIRST.

TAKING OPR'S OFF OF THIER PICKED EXTRAS to kill guarantee

ALLWAYS TAKE HGLD DOWN OPR'S OFF THIER PICKED EXTRA BEFORE TAKING ANY REGULAR OPR OFF OF THIER PICKED EXTRA. WHEN A OPR IS TO BE TAKEN OFF A PICKED EXTRA THE BOARD CLERK WILL TAKE THE FIRST OPR WITH THE LOWEST SENIORITY (IN HIS CATEGORY i.e. hold down opr or regular opr) OFF OF THIER EXTRA THEN THE NEXT OPR WITH THE LOWEST SENIORITY (IN HIS CATEGORY) ECT.

EACH TIME A OPR IS TAKEN OFF OF A PICKED EXTRA TO KILL GUARANTEE THE BOARD CLERK WILL ~~HIGHLIGHT THE OPR'S NAME IN RED~~ ON EITHER THE HOLD DOWN PICKED EXTRA LIST OR THE REGULAR OPR'S PICKED EXTRA LIST SO THAT A RECORD OF WHO HAS BEEN TAKEN OFF OF THIER PICKED EXTRA CAN BE MAINTAINED. NOTE: ALSO SEE BULLETIN ISSUED BY MR. DON TAYLOR CONCERNING TAKING OPR'S OFF THIER PICKED EXTRAS.

PART-TIME OPR'S ARE THE LAST CATEGORY OF OPR TO BE TAKEN OFF THEIR PICKED EXTRA TO KILL GUARANTEE. ALWAYS TAKE HOLD DOWN OPR'S AND THEN REGULAR OPR'S PICKED EXTRAS BEFORE TAKING A PART-TIME OPR'S PICKED EXTRA. TAKE THE LOWEST SENIORITY

*Let go to next highest seniority part time or if you would be taking a large extra subtracting and also*

## FATIGUE RULE (SUMMARY)

SUB-OPERATORS WORKING A LATE RUN THAT IS SCHEDULED IN AFTER 9:59 PM WILL BE GIVEN THE CHOICE OF WORKING THE NEXT DAY'S ASSIGNED WORK (WHICH PLUGS BEFORE 7:00AM OR EARLIER) OR DROPPING TO THE BOTTOM OF THE 12:00NOON SHOW-UP LIST. OPERATOR MAY FATIGUE OFF OF WORK PLUGGING BEFORE 7:00AM. (OPERATORS THAT FATIGUE OFF A "SPLIT-RUN" MOVE TO THE BOTTOM OF NOON SHOW-UP.)

*THIS RULE IS IN PLACE TO ASSIST SUB-OPERATORS ON THE BOARD WHO WISH TO SEEK ADDITIONAL REST AFTER COMPLETEING LATE WORK, WHO HAVE FALLEN FOR WORK THE NEXT DAY WHICH IS SCHEDULED TO PLUG BEFORE 7:00AM. IT IS NOT INTENDED TO BE USED TO MANIPULATE ONES POSITION ON THE BOARD.*

THE *BLUE DOT* AND *RED DOT* RULES WILL STILL APPLY IN MANY CASES WHICH WILL NEGATE THE FATIGUE RULE.

BLUE DOT – RUN IS SCHEDULED IN BETWEEN 12:00AM -- 12:30AM OPERATOR WILL BE ASSIGNED WORK PLUGGING 7:00AM OR LATER.

RED DOT – RUN IS SCHEDULED IN 12:31AM OR LATER OPERATOR WILL BE ASSIGNED WORK PLUGGING 12:00NOON OR LATER.

*EX.) OPERATOR IS FALLING FOR AM SHOW UP THE NEXT DAY, BUT HAS A RED DOT LATE RUN TONIGHT, OPERATOR WILL BE MOVED TO TOP OF NOON.*

THE FATIGUE RULE CANNOT BE EVOKED BEFORE 2:00PM. SUB-OPERATORS WISHING TO FATIGUE MUST DO SO UPON COMPLETION OF THEIR WORK AT THE WINDOW WITH CLERK.

SUB-OPERATORS ASSIGNED "COMBINATION" WORK WHO EVOKE THE FATIGUE RULE WILL ONLY BE DROPPED FROM ANY WORK PLUGGING BEFORE 7:00AM.