



Bus Operator Compensation

Finance-Auditing Committee
July 25, 2024

Presentation Overview



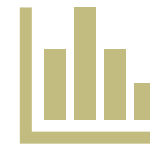
**General
Information**



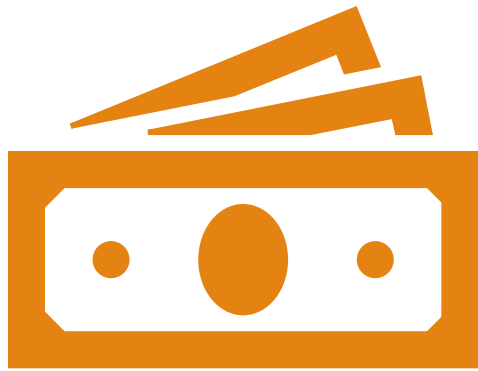
**Timekeeping
Details**



**Pay
Calculations**



**2023 Key
Statistical
Data**



Bus Operator General Information

Pay cycles

Accruals

Negotiated hourly wage rate

Background Information

▶ Bus Operators Have A Bi-weekly Payroll Cycle

- ▶ Payday on Wednesdays
- ▶ All other groups in the District have a Friday payday cycle

▶ Hastus is the Timekeeping System Used to Record Bus Operator Pay

- ▶ All other groups in the District use Kronos as a timekeeping system of record

▶ Bus Operators' Hourly Rate

- ▶ The **current** hourly rate is \$35.57 per hour
- ▶ Effective September 1, 2024, the hourly rate will increase to \$36.81 per hour

Vacation and Sick Leave Accruals

- Sick and Vacation Accruals earned monthly
- Must be in **DISTRICT PAID STATUS** for 16-days in the month:
 - Scheduled Days Off count toward the 16-day accrual period. The Operator must be in a paid status the day ***before and after*** scheduled day off. Otherwise, they do not count toward the 16-day accrual period.
 - Sick Accrual is available for use on the 17th day.
 - Vacation Accruals are earned in the current year for next year's use.
- Accrual period resets monthly

Operator Pay Rates

(Effective 08/31/2023)

Percentage	Hourly Pay Rate	8 hours = Minimum Guarantee
100% 1Yr after Grad	\$35.57	\$284.56
With OT	\$53.36	
Penalty	\$17.79	
95% 6 Months Grad	\$33.79	\$270.32
With OT	\$50.69	
Penalty	\$16.90	
90% Graduation	\$32.01	\$256.08
With OT	\$48.02	
Penalty	\$16.01	
85% New Student	\$30.23	\$241.84

Operators are guaranteed a minimum of 8 hours a day, known as a “**Mini-Day.**” Operators reach the top step within one year.

ARTICLE 54. PAY COMPUTATION

1. All regular runs and group reliefs shall be set up on the basis of five (5) consecutive workdays per week and shall have two (2) regularly assigned days off.
2. All runs shall pay a minimum of eight (8) hours per day, including report and turn-in. All part-time operators will be guaranteed four (4) hours’ pay per day provided, however, that part-time operator must work his/her assignment for the day to qualify for the guarantee.

Holiday Pay

- An extra board operator working his or her day off on a holiday shall be paid as follows:
 - A. Their board average shall be paid as holiday pay.
 - B. They shall be paid time and one-half (1-1/2) for actual time worked with a minimum equal to twelve (12) hours at straight time.
- Run operators working their day off on a holiday shall be paid as follows:
 - A. Their run pay shall be paid as holiday pay.
 - B. They shall be paid time and one-half (1-1/2) for actual time worked with a minimum equal to twelve (12) hours at straight time.
- Any operators who are not on assigned days off and do work will be paid extra board average, or run pay, plus their assignment pay. Operators working on a holiday and their assigned day off will receive their extra board average or run pay, plus their assignment pay.
- Employees will be allowed to take their birthday off as a paid holiday

Extra Board Average

- 1. Payment for Absences:** Extra Board operators on vacation, sick leave, and holidays receive daily average earnings, excluding overtime for the day off.
- 2. Calculation of Daily Average Earnings:**
 - **Method:** Divide gross earnings (less overtime for days off) from the past year (starting from the last District seniority sign-up) by 52 weeks.
 - **Adjustments:** Exclude weeks of work stoppages, extended sick leaves, and Union business days from the 52-week calculation.
- 3. Prorated Earnings for New Employees:**
 - For employees with less than one year of service, prorate actual earnings by the number of months employed.
 - **Minimum Rate:** No less than eight hours of pay per day.
- 4. Status Determination:** Employee status as a run operator or extra board operator is based on the last service performed. Hold-down operators are considered run operators.
- 5. Consultation with Union:** The District will confer with the Union before implementing new extra board point positions.



Bus Operator Pay Calculations

Base Pay

FLSA Overtime Pay

Penalty pay

Bus Operator Recap

Pay Dates: 1/18/2024 to 1/31/2024

Golden Gate Bridge District
Driver's Recap

		Thurs	Fri	Sat	Sun	Mon	Tue	Wed	Thur
Code	Description	01/18/2024	01/19/2024	01/20/2024	01/21/2024	01/22/2024	01/23/2024	01/24/2024	01/25/2024
3140	140 PENALTY TIME	0h43	2h17	3h21	3h21	0h32			0h4
3142	142 PLATFORM TIME	5h27	7h24	8h46	8h46	7h04			5h2
3144	144 REPORT TIME	0h35	0h40	0h20	0h20	0h25			0h3
3146	146 TRAVEL TIME	0h55	0h55						0h5
3147	147 RUN GUARANTEE	1h03				0h31			1h0
3148	148 PD NON WRK TIME	2h13	2h48	3h45	3h45	2h02			2h1
3149	149 SCHEDULD DAY OFF						1h00	1h00	
	RUN NUMBER	304	306	312	312	314			30
	Pay Calculation - Rollup								
3110	110 REG EARN BUS	363.41	419.13	457.07	457.07	356.89			3
3140	140 PENALTY TIME	12.75	40.61	59.58	59.58	9.49			
3235	235 FLSA OVERTIME		22.94	27.63	27.63				
	Total Pay	\$376.16	\$482.68	\$544.28	\$544.28	\$366.38	\$0.00	\$0.00	\$3
	Total Pay for Pay Period	\$4,261.18							



Delays

- ▶ Unexpected traffic conditions that result in an Operator's delayed arrival time.
- ▶ When this occurs, Operators can turn in delay cards, which can increase their Daily Run pay.
- ▶ Per Article 52, Section 6, "All **delay time** will be paid if the delay is fifteen (15) minutes or more, or after "On Duty Time" is greater than 8 hours.

Pre-Trip and Post-Trip Inspection Time

Pay Computation – Per Article 54(6) of the MOU:

- Operators receive pay for **Pre-Trip and Post-Trip Vehicle Inspections**
- It is paid as part of the run pay

ARTICLE 54. PAY COMPUTATION

6. Fifteen (15) minutes shall be allowed to operators required to report before their run or assignment begins. Five (5) minutes shall be paid, as required, for operators to secure equipment at home terminals. Report and turn-in pay shall be considered for computing penalty pay as shown in paragraph 5 above. All delay time will be paid if the delay is fifteen (15) minutes or more, or after guarantee time is exhausted, whichever occurs first. Five (5) minutes shall be allowed for operators required to make a Division relief

Additional Pay Components

Complete Reports

- **Driver Daily Log** – paid 10 minutes to complete
- **Incident Report** – paid 15 minutes to complete
- **Accident Report** – paid 30 minutes to complete
- **XBD Operators** – point time
- **DBAD** – District Business Guarantee
- **UBUG** – Union Business Guarantee

Bus Operator Pay Calculation

Bus Operator's Pay Calculation

Run Pay Components	Description	Calculation
Base Pay (Platform, Travel Report, Paid Non Work, Run Guarantee)	$\begin{array}{r} \text{Total Spread hours} \\ - 1 \frac{1}{4} \text{ hours (lunch time)} \\ \hline \text{Base Hours} \end{array}$	$\begin{array}{r} \text{Base Hours} \\ \times \text{hourly rate (\$35.57)} \\ \hline \text{Base Pay} \end{array}$
Penalty Pay	$\begin{array}{r} \text{Total Spread hours} \\ - 10 \frac{3}{4} \text{ hours} \\ \text{(negotiated by the union)} \\ \hline \text{Penalty Hours} \end{array}$	$\begin{array}{r} \text{Penalty Hours} \\ \times .50 \text{ base rate (\$17.79)} \\ \hline \text{Penalty Pay} \end{array}$
	Work time/On Duty time is: Platform + report and turn in time + scheduled travel time + recovery time (not released) + breaks < 30 minutes	
FLSA – Overtime	$\begin{array}{r} \text{Base Pay} \\ \div \text{Total On Duty (worked time)} \\ \hline = \text{FLSA O/T Hrly rate} \end{array}$	$\begin{array}{r} \text{FLSA O/T Hrly Rate} \div 2 \\ \hline \text{FLSA Premium O/T} \\ \times \text{Hrs} > 8 \end{array}$
Total Daily Pay	$\begin{array}{r} \text{Base Pay} \\ + \text{Penalty Pay} \\ + \text{FLSA O/T} \end{array}$	

Bus Operator Pay Calculation - Base Time

		Thurs 08/31/2023
Code	Description	
3140	140 PENALTY TIME	0h31
3142	142 PLATFORM TIME	7h28
3144	144 REPORT TIME	0h40
3146	146 TRAVEL TIME	0h10
3147	147 RUN GUARANTEE	
3148	148 PD NON WRK TIME	1h43
3149	149 SCHEDUL DAY OFF	
3177	177 DAILY LOG RPT	
3240	240 WRKD DAY OFF OT	
3340	340 PENALTY - OT	
3342	342 PLATFORM - OT	
3343	343 POINT - OT	
3344	344 REPORT - OT	
3346	346 TRAVEL - OT	
3347	347 RUNGUAR - OT	
3348	348 PNW - OT	
3436	436 HOLIDAY PD BSOP	
	RUN NUMBER	9
Pay Calculation - Rollup		
3110	110 REG EARN BUS	356.29
3140	140 PENALTY TIME	9.19
3177	177 DAILY LOG RPT	
3210	210 OT UNSCHEDUL'D	
3235	235 FLSA OVERTIME	6.44
3240	240 WRKD DAY OFF OT	
3340	340 PENALTY - OT	
3436	436 HOLIDAY PD BSOP	
Total Pay		\$371.92

Base Time = 3110 Reg Earn

+ Platform Time 7h28
 + Report Time 0h40
 + Travel Time 0h10
 + Pd NonWork 1h43
 = Base Time 10h01

$10h01 \times \$35.57 = \356.29

Base Time
 Platform,
 Report, Travel
 and Paid
 NonWork

ARTICLE 54. PAY COMPUTATION

13. Pay will be computed as follows:

A. Take the total spread of the run, including report and turn-in time if applicable; deduct up to one and one-quarter (1-1/4) hours. This gives the base hours which will be paid at the base hourly rate giving base pay.

Bus Operator Pay Calculation - On Duty Time

On Duty Time = 3235 FLSA Overtime (if duration exceeds 8h00)

Code	Description	Thurs 08/31/2023
3140	140 PENALTY TIME	0h31
3142	142 PLATFORM TIME	7h28
3144	144 REPORT TIME	0h40
3146	146 TRAVEL TIME	0h10
3147	147 RUN GUARANTEE	
3148	148 PD NON WRK TIME	1h43
3149	149 SCHEDULED DAY OFF	
3177	177 DAILY LOG RPT	
3240	240 WRKD DAY OFF OT	
3340	340 PENALTY - OT	
3342	342 PLATFORM - OT	
3343	343 POINT - OT	
3344	344 REPORT - OT	
3346	346 TRAVEL - OT	
3347	347 RUNGUAR - OT	
3348	348 PNW - OT	
3436	436 HOLIDAY PD BSOP RUN NUMBER	9
Pay Calculation - Rollup		
3110	110 REG EARN BUS	356.29
3140	140 PENALTY TIME	9.19
3177	177 DAILY LOG RPT	
3210	210 OT UNSCHEDUL'D	
3235	235 FLSA OVERTIME	6.44
3240	240 WRKD DAY OFF OT	
3340	340 PENALTY - OT	
3436	436 HOLIDAY PD BSOP	
Total Pay		\$371.92

+ Platform Time 7h28
 + Report Time 0h40
 + Travel Time 0h10
 = On Duty Time 8h18

+ Pd NonWork 1h43
 = Base Time 10h01

Base Time 10h01
 Divide by On Duty Time 8h18
 FLSA Ratio 1.20682

FLSA Premium Variable Rate
 ✓ FLSA Ratio x Hrly Rate / 2
 ✓ 1.20682 x \$35.57 / 2 = \$21.46342

FLSA Overtime Pay = On Duty > 8h00
 FLSA Premium 0h18 x \$21.46342 = \$6.44

Used to
 calculate FLSA
 Daily Overtime
 Platform,
 Report, and
 Travel

ARTICLE 54. PAY COMPUTATION

D. Compute the FLSA overtime rate by dividing the daily base pay by the total work hours; this gives the FLSA overtime hourly rate. Divide this rate by two (2) and multiply the result by the work hours in excess of eight (8); this gives the FLSA overtime.

Bus Operator Pay Calculation - Penalty Time

Penalty Pay = 3140 Penalty Time (if duration exceeds 10h45)

		Thurs
Code	Description	08/31/2023
3140	140 PENALTY TIME	0h31
3142	142 PLATFORM TIME	7h28
3144	144 REPORT TIME	0h40
3146	146 TRAVEL TIME	0h10
3147	147 RUN GUARANTEE	
3148	148 PD NON WRK TIME	1h43
3149	149 SCHEDULD DAY OFF	
3177	177 DAILY LOG RPT	
3240	240 WRKD DAY OFF OT	
3340	340 PENALTY - OT	
3342	342 PLATFORM - OT	
3343	343 POINT - OT	
3344	344 REPORT - OT	
3346	346 TRAVEL - OT	
3347	347 RUNGUAR - OT	
3348	348 PNW - OT	
3436	436 HOLIDAY PD BSOP	
	RUN NUMBER	9
Pay Calculation - Rollup		
3110	110 REG EARN BUS	356.29
3140	140 PENALTY TIME	9.19
3177	177 DAILY LOG RPT	
3210	210 OT UNSCHEDUL'D	
3235	235 FLSA OVERTIME	6.44
3240	240 WRKD DAY OFF OT	
3340	340 PENALTY - OT	
3436	436 HOLIDAY PD BSOP	
Total Pay		\$371.92

+ Platform Time 7h28
 + Report Time 0h40
 + Travel Time 0h10
 + Pd NonWork 1h43
 = Base Time 10h01

+ Meal Break 1h15
 = Total Spread 11h16

Penalty Pay = Total Spread > 10h45 x ½-Hrly Rate

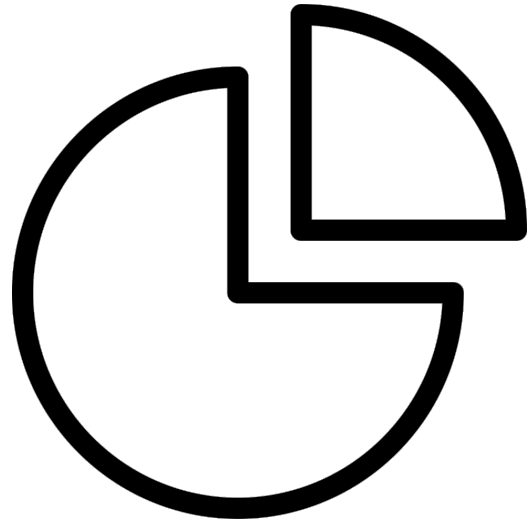
Total Spread 11h16
 - 10h45
 Penalty Time 0h31

Penalty Time 0h31 x \$17.79 = \$9.19

Total Spread of the Day
 Total Duration of Base
 Time including Meal
 Break

ARTICLE 54. PAY COMPUTATION

B. Deduct ten and three-quarters (10-3/4) hours from the total spread, including report and turn-in time if applicable; this gives the payable penalty hours. Multiply the payable penalty hours by one-half (1/2) the base pay rate; this gives the penalty pay.



Bus Operator 2023 Key Statistics

2023 District Position Salary Comparison

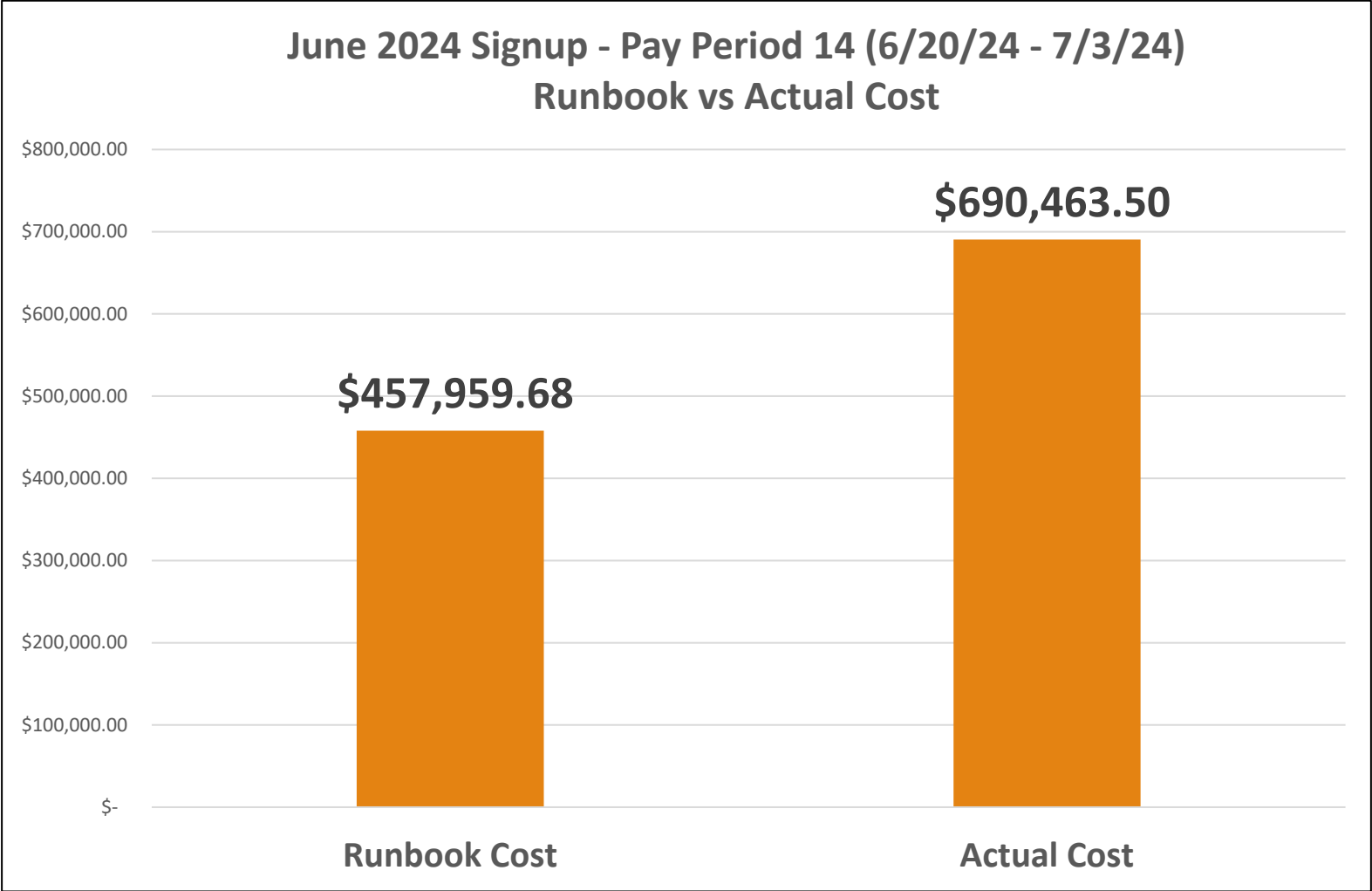
2023 District Position Comparison				
GGBHTD	Total Pay Range (Regular Pay + Overtime)	% of Positions Earning Over \$100K	Average Position Total Pay (Regular + Overtime)	Median Position Total Pay, Including Overtime
Bus Operator (includes Part Time Operators)	\$58,949 - \$192,603	49%	\$89,440	\$99,078
Bus Mechanic	\$109,803 - \$144,458	80%	\$112,121	\$122,036
Ironworker	\$110,975 - \$122,868	63%	\$100,298	\$117,386
Laborer	\$86,320- \$109,181	25%	\$81,308	\$92,643
Electrician	\$131,373 - \$148,640	83%	\$135,851	\$143,335
Painter	\$129,750 - \$135,209	96%	\$125,804	\$130,428
Vessel Master	\$122,637 - \$150,452	83%	\$130,361	\$135,718

2023 Bus Operator Regional Salary Comparison

2023 Bus Operator Total Pay Comparison

Agency	Total Pay (Regular + Overtime)	% of Positions Earning Over \$100K	Average Total Pay, Including Overtime	Median Total Pay, Including Overtime
Santa Rosa City Bus	\$51,730 - \$119,081	7%	\$54,437	\$64,081
SFMTA (MUNI)	\$63,128 - 193,545	45%	\$83,110	\$92,150
Golden Gate	\$58,949 - \$192,603	49%	\$89,440	\$99,078

Comparison of Runbook Cost vs Actual Cost



Key Terms & Definitions

- **District Seniority Sign-up Process:** A process conducted four times a year where bus operators select preferred routes or schedules based on seniority.
- **Run Book:** A detailed document outlining scheduled services, including run numbers, times, and pay rates, essential for transit operations planning.
- **Run Number:** A unique identifier assigned to each specific set of driving tasks scheduled within a transit operator's shift.
- **Schedule Number:** An identifier that correlates to a specific operational timetable followed by a run.
- **Sign On and Off Times:** The official times at which a bus operator begins and concludes their scheduled shift.
- **Extra Board Operators:** Reserve bus operators who fill in for regular drivers as needed, ensuring operational flexibility and coverage for unexpected absences or additional service demands.
- **Delay:** Incident(s) that can prevent an Operator from arriving at their scheduled time

Key Terms & Definitions Cont'd

- **Mini Day:** Refers to a run that pays the minimum daily wage, currently \$284.56, based on an 8-hour shift at the hourly rate of \$35.57.
- **Base Pay:** The base pay is calculated by taking the total spread of the run, including report and turn-in time if applicable, and deducting up to one and one-quarter (1-1/4) hours. This gives the base hours which are then paid at the base hourly rate.
- **Penalty Pay:** Penalty pay is computed by deducting ten and three-quarters (10-3/4) hours from the total spread, including report and turn-in time if applicable. This gives the payable penalty hours, which are multiplied by one-half (1/2) of the base pay rate.
- **FLSA OT Pay:** The FLSA (Fair Labor Standards Act) overtime pay is calculated by dividing the daily base pay by the total work hours to get the FLSA overtime hourly rate. This rate is then divided by two (2) and multiplied by the work hours more than eight (8).
- **Total Pay:** Total pay is the sum of base pay, penalty pay, and FLSA overtime pay, providing the complete daily pay for the operator.
- **Spread Time:** The duration from the start to the end of a driver's run, including all work and break periods.
- **Platform Time:** The time the operator is responsible for the coach.
- **Work Time:** Includes platform time, report and turn-in time, scheduled travel time, recovery time, and non-deducted breaks under 30 minutes.



Bus Operator Run Book & Sign-up Process

District Seniority Sign-up Process

- **Frequency:**
 - Conducted a minimum of 4X a year.
 - Currently conducting 2 additional bids in January and August to coincide with the regional service change.
- **Procedure:**
 - Initial advertising of runs posted four Mondays before the change.
 - Bidding at San Rafael Bus Transit Headquarters, with runs advertised one week prior.
- **Bidding Process:**
 - Bids are submitted electronically via Bid Web.
 - ATU Bid Clerk verifies bids and acts as a representative for absent or unsuccessful bidders.
- **Post-Bid:**
 - Results are posted in designated areas at all operating divisions and on the employee intranet on the same day.
 - Facilities, equipment, and staff provided by the District to support bidding.
 - Union representative's wages reimbursed by the District for time spent administering bidding for the ATU.

Overview of the Run Book

The Run Book is a comprehensive document that contains detailed descriptions of the scheduled service, divided into individual weekly assignments known as runs. It also includes days off and the daily pay rate for each run.

Contents of the Run Book:

- **Run Number:** Identifies each run uniquely.
- **Schedule Number:** Corresponds to the specific schedule.
- **Route Number:** Indicates the route being serviced.
- **Sign On and Off Times:** The exact times operators start and end their shifts.
- **Leaving and Arriving Times:** Times when the bus leaves and arrives at each stop.
- **Operation Hours and Minutes:** Total time allowed for the normal operation of each run.
- **Pay Rates:** Compensation details for each run.
- **Deviations from Known Routes:** Any changes or detours from standard routes.
- **On-Duty Time:** Total time operators are on duty for each schedule.

Maintenance and Updates:

- Run Books are kept in Driver's room and posted on the Employee Intranet
- Regularly updated to reflect changes

Union Involvement:

- The Union receives four copies of the Run Book at each Sign-Up.
- The District will reconfigure proposed runs at the Union's request, provided there is no additional cost or impact on operations.

Run Page Example

Golden Gate Transit

Roster set: 24-AUG

11 ~~###~~Working Roster 1st Group Relief

Run Book report

Effective:

08/11/2024

Booking:

24-08-AUG

Draft Runbook

Run No	Blk No	Route No	Sch No	Between	Lv.	Ar.	Time	Spread	1st	PAY RATES				
										2nd	3rd	4th		
207		MONDAY THROUGH FRIDAY EXCEPT HOLIDAY								ON DUTY TIME				9h08
		Rpt		D2-D2	(Report Time - 15 minutes)			622a	637a					
2004	154		54007	D2-G2-RedGra-Rowpnr-SNSP-ensal-ADP-Mwbp-LVbp-tlbp-NSPBP-SFFD-4th&Fol-SFL-D4	637a	824a	1h47							
	DHP			Rte132: R4(900a)-D1(1000a), WAIT, RteSR7: R1(1015a)-R7(1025a)	900a	1025a	1h25							
1204	71		71025	R7-Pardbp-donter	1155a	1213p	0h18							
	71		71028	donter-Pardbp-SRTC-LVbp-IBP-RedGra-redolv-R2	1233p	128p	0h55							
		Sot		R2-R2	322p	327p								
1209	71		71036	R2	327p	327p	0h00							
	71		71041	G2-redolv-RedGra-ensal-LVbp-SRTC-Pardbp-donter	332p	413p	0h41							
	36		36042	donter-Semdbp-Strawb-TW-Pardbp-Lucky-SRTC-Belesf-KerLrk	431p	523p	0h52							
	36		36047	KerLrk-Medmil-SRTC-Lucky-Pardbp-Strawb-Semrmp-donter	523p	605p	0h42							
	71		71052	donter-Pardbp-SRTC-LVbp-IBP-RedGra-redolv-G2-D2	630p	725p	0h55							
		Tin		D2-D2	(Sign-off Time - 5 minutes)			725p	730p					
								7h33						
										417.53	442.12	466.70	491.29	

DRIVER OFF SATURDAY, SUNDAY and HOLIDAY

Spread Time

Unpaid Time

Drive time

Spread Time - Unpaid Time

Defining Spread Time

Definition: Spread Hours refers to the total elapsed time from the start to the end of a bus operator's workday, including all paid and unpaid breaks.

Workday Duration: Spread hours measure the entire length of the workday from the first punch-in to the final punch-out.

Inclusions: Includes all active driving time, layover time, breaks, and standby periods.
Regulations Compliance: Ensures adherence to labor laws and union agreements, preventing excessively long shifts.

Operational Efficiency: Helps in scheduling and managing operator shifts effectively to maintain service reliability.

Driver Well-being: Prevents operator fatigue by ensuring adequate rest periods.

Service Quality: Enhances punctuality and service reliability through better-managed shift schedules.

Cost Management: Helps in budgeting labor costs by optimizing shift patterns.

Adverse Effects of Excessive Spread Time

- **Operator Fatigue**
 - **Increased Stress:** Extended hours contribute to physical and mental fatigue, reducing alertness and increasing the risk of errors.
 - **Health Issues:** Prolonged workdays without adequate rest can lead to chronic health problems, including sleep disorders and cardiovascular issues.
- **Decreased Job Satisfaction**
 - **Low Morale:** Long spread hours with excessive idle time can result in frustration and dissatisfaction among operators.
 - **High Turnover:** Job dissatisfaction may lead to increased absenteeism and higher turnover rates, affecting the agency's operational stability.
- **Operational Inefficiency**
 - **Inconsistent Service:** Fatigued operators may be less punctual and efficient, leading to inconsistent service quality.
 - **Increased Costs:** Higher turnover and absenteeism rates can increase training and recruitment costs, impacting the agency's budget.
- **Safety Concerns**
 - **Accident Risk:** Fatigue and stress can impair an operator's ability to react swiftly, increasing the likelihood of accidents.
 - **Public Safety:** Ensuring well-rested operators is crucial for maintaining safety standards and protecting passengers.
- **Regulatory Compliance**
 - **Legal Issues:** Non-compliance with labor regulations regarding maximum work hours and mandatory rest periods can result in legal penalties and fines.

Full-Time Spread Comparison

June 2024 vs August 2024

<u>Spread Hours</u>	Jun-24	Aug-24	Variance
< 10 hours	13	19	6
10 to <11 hours	17	12	-5
11 to <12 hours	12	21	9
12 to <13 hours	20	14	-7
>13 hours	29	26	-3
Median Spread	12.13	11.641	-0.492

Overview of Breaks During Runs

- **Breaks During Runs Overview:**

- Article 43 ensures that all bus operators receive adequate break periods during their runs, including lunch breaks and turn times, to maintain efficiency and well-being.

- **Lunch Periods:**

- General Lunch Break:

- A mandatory lunch period of at least **30 minutes** will be provided.
- Extended Lunch Break for Longer Runs:
 - A mandatory lunch period of at least **45 minutes** will be provided for runs with 8 hours or more work time

- **Turn Times:**

- Runs with 8 hours or more work time will have:
- At least one 15-minute turn time before the meal period.
- At least one 15-minute turn time after the meal period.

Comparison of Run Breaks Weekday Schedule

Meal Break Duration	24-Jun	24-Aug	Variance
1 or less hours	2	7	5
1 to 2 hours	41	50	9
2 to 3 hours	14	16	2
3 to 4 hours	15	3	-12
4 to 5 hours	10	5	-5
5 to 6 hours	7	8	1
6 hours or more	2	3	1
Mealbreak Total	91	92	1

Split Break Duration	24-Jun	24-Aug	Variance
1 or less hours	23	12	-11
1 to 2 hours	24	24	0
2 to 3 hours	3	2	-1
Split break Total	50	38	-12

Comparison of Run Breaks Saturday/Sunday Schedule

Meal Break Duration	24-Jun	24-Aug	Variance
1 to 2 hours	25	11	-14
2 to 3 hours	15	38	23
3 to 4 hours	10	6	-4
4 to 5 hours	3	1	-2
5 to 6 hours	3	0	-3
Mealbreak Total	56	56	0

Split Break Duration	24-Jun	24-Aug	Variance
1 or less hours	15	9	-6
1 to 2 hours	24	8	-16
2 to 3 hours	3	0	-3
Split break Total	42	17	-25

Comparison of Daily Run Pay Weekday Schedule

<u>Scheduled FT Daily Run Pay Comparison</u>	Jun 2024	Aug 2024	Variance
\$275 to <\$300	7	14	7
\$300 to <\$325	7	9	2
\$325 to <\$350	12	5	-7
\$350 to <\$375	5	3	-2
\$375 to <\$400	6	11	5
\$400 to <\$425	10	10	0
\$425 to <\$450	2	8	6
\$450 to <\$475	11	5	-6
>\$475	31	27	-4

Comparison of Daily Run Pay Saturday/Sunday Schedule

<u>Scheduled FT Run Pay Comparison</u>	Jun 2024	Aug 2024	Variance
\$275 to <\$300	1	12	11
\$300 to <\$325	1	6	5
\$325 to <\$350	2	8	6
\$350 to <\$375	1	12	11
\$375 to <\$400	5	10	5
\$400 to <\$425	10	5	-5
\$425 to <\$450	6	2	-4
\$450 to <\$475	9	0	-9
>\$475	21	1	-20

Overtime Pay Opportunities

Day Off Work

- Operators can work on their scheduled day off by submitting a written request by 4:00 p.m. the day before.
- Operators working on their day off receive time-and-a-half pay with a minimum of 8 hours guaranteed if they worked the five scheduled workdays prior.
- Operators nearing the legal on-duty limit will only be dispatched if they have at least four hours of permissible on-duty time.

Extra Service

- Extra board drivers primarily perform overtime. Run operators are used only if the extra board is depleted.
- Run operators can work overtime before or after their runs, restricted to operating trippers.
- Operators who experienced an unscheduled absence during the week are not used for overtime until all other operators have been exhausted.
- Regular operators are not required to do extra work except in emergencies.

Key Terms and Definitions

- **District Seniority Sign-up Process:** A process conducted four times a year where bus operators select preferred routes or schedules based on seniority.
- **Run Book:** A detailed document outlining scheduled services, including run numbers, times, and pay rates, essential for transit operations planning.
- **Run Number:** A unique identifier assigned to each specific set of driving tasks scheduled within a transit operator's shift.
- **Schedule Number:** An identifier that correlates to a specific operational timetable followed by a run.
- **Route Number:** The number designating a specific public transit route on which a bus operates.
- **Sign On and Off Times:** The official times at which a bus operator begins and concludes their scheduled shift.
- **Extra Board Operators:** Reserve bus operators who fill in for regular drivers as needed, ensuring operational flexibility and coverage for unexpected absences or additional service demands.
- **Tripper Work:** Additional bus service scheduled during peak periods to accommodate increased passenger loads, typically operated by drivers outside their regular assignments.
- **Platform Time:** The actual time spent driving or operating a bus, excluding breaks or time spent on non-driving duties.
- **Spread Time:** The duration from the start of a driver's first run to the end of the last run, including all work and break periods.
- **On-Duty Time:** Includes all active work periods such as driving, reporting, paid breaks, scheduled travel, non-deducted short breaks, union business, coach changes during unpaid breaks, delay compensation, and the entire period from leaving to returning to the home division.
- **Mini Day:** Refers to a run that pays the minimum daily wage, currently \$284.56, based on an 8-hour shift at the hourly rate of \$35.57.
- **Work Time:** Includes platform time, report and turn-in time, scheduled travel time, recovery time, and non-deducted breaks under 30 minutes.



Thank You
