



Regional Transit Authority  
2817 Canal Street  
New Orleans, LA 70119-6307

**RESOLUTION NO 22-070**  
**STATE OF LOUISIANA**  
**PARISH OF ORLEANS**

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**AUTHORIZATION TO ADOPT RTA WORK POLICY AMENDMENTS**

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Introduced by Commissioner Walton seconded by Commissioner Ewell

**WHEREAS**, RTA is authorized to plan, construct, and permanently operate a high-capacity system of transportation infrastructure and services to meet regional public transportation needs in the New Orleans region; and

**WHEREAS**, adoption of these amended agency-wide policies continues to establish certain guidelines and policies to be followed by RTA; and

**WHEREAS**, RTA establishes protocols to create, amend, and disseminate administrative policies and procedures. A uniform policy format provides clear and concise steps for establishing or revising policies to achieve maximum organizational efficiency and understanding; and

**WHEREAS**, the Board adopts all agency policies including any substantive changes or amendments while the RTA Human Capital Business Unit has the authority to make any non-substantive changes, and the CEO maintains a system, records and reports that are consistent with industry best practices and statutory requirements to align agency resources with the Board's objectives and the agency's mission; and

**WHEREAS**, RTA is committed to ensuring proper controls and complying with legal regulations and industry best practices for agency-wide policies; and

**WHEREAS**, RTA staff introduced the policies listed below that was previously approved, and needed edits have been incorporated.

**HC23 Drug and Alcohol-Free Workplace Policy** – RTA is dedicated to maintaining a workplace environment free from the effects of illegal drugs or alcohol to protect the health and safety of our employees, citizens, and visitors. To promote this goal, all employees must report to work in a condition to perform their very best. In addition, RTA has developed a Second Chance / Last Chance Policy regarding the illegal use of drugs and the abuse of alcohol that we believe best serves the interests of all employees covering the RTA transit system.

**HC35 Compensation Policy** – Revised to include emergency pay benefits for essential and reserve RTA employees (both exempt and non-exempt) when required to work during emergencies. Also established recordkeeping requirements for emergency pay.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Regional Transit Authority hereby approves the attached new and amended agency-wide policies.

**THE FOREGOING WAS READ IN FULL; THE ROLL WAS CALLED  
ON THE ADOPTION THEREOF AND RESULTED AS FOLLOWS:**

YEAS:	<u>5</u>
NAYS:	<u>0</u>
ABSTAIN:	<u>1</u>
ABSENT:	<u>1</u>

**AND THE RESOLUTION WAS ADOPTED ON THE 27<sup>th</sup> DAY OF SEPTEMBER**



**MARK RAYMOND  
CHAIRMAN  
RTA BOARD OF COMMISSIONERS**