

**Response to COVID-19 Agreement**  
**Between**  
**Long Beach Transit and American Federation of State, County and Municipal Employees**  
**(AFSCME), District Council 36**

**I. Background**

On Friday, March 27, 2020, California State University, Long Beach announced it will continue virtual instruction and virtual delivery of most student services through the end of the semester.

On Friday, April 1, 2020, the Long Beach Unified School District announced it will extend its school closure through the end of the academic year, or June 11, 2020, due to the ongoing coronavirus pandemic. Schools had been tentatively scheduled to resume on Monday, May 4.

On Friday, April 10, 2020, the City of Long Beach issued an amendment to its existing “Safer at Home” Order, in an effort to further reduce the spread of COVID-19 through May 15, 2020. Los Angeles County officially extended its Safer at Home order through May 15, 2020, the same day.

**II. Position**

The health and safety of Long Beach Transit’s (LBT) employees and customers remains the agency’s top priority. As health officials have stated, minimizing employees’ exposure to others who may be affected is one of the strongest defenses against the ongoing spread of the coronavirus.

LBT continues its effort to minimize employees’ exposure to COVID-19 by taking preventive measures such as:

- Distributing personal-sized hand sanitizers to employees the week of February 3, 2020
- Distributing gloves to employees beginning the week of March 23, 2020
- Implementing rear-door boarding in an effort to minimize LBT Operators’ exposure to others who may be affected and promote social distancing the week of March 25, 2020
- Installing plastic chains at the front of the bus to create distance between Operators and customers beginning the week of April 6, 2020;
- Distributing additional masks and gloves via Dispatch at LBT1 and LBT2 and LBT’s Safety Lead beginning Friday, April 10, 2020; and
- Distributing face shields via Dispatch at LBT1 and LBT2 beginning Monday, April 20, 2020

### III. Revised Temporary Modified Service Plan

Effective Sunday, April 26, 2020, LBT will continue to implement an essential service delivery schedule daily, Sunday through Saturday from 6 a.m. until 9 p.m.

LBT will implement the following schedules to ensure delivery of essential transit services:

#### A. Transit Service Delivery Supervisors

1. Transit Supervisors will bid by seniority a position for Road, Dispatch, Communications or Extra Board shift consisting of a three-day work week. Each work day shift will consist of eight hours.
2. Schedules shall provide each Supervisors four days off within a seven-day period.
3. Supervisors will be paid 80 hours to work six days (i.e., three days weekly) consisting of eight-hour shifts over the two-week period.
4. Transit Supervisors may wear their summer uniform during the period of this agreement.

#### B. Fleet Maintenance Supervisors

1. Fleet Maintenance Supervisors will bid by seniority on one of three shifts at both LBT1 and LBT2 (i.e., day, swing or graveyard).
2. Fleet Maintenance Supervisors will have shifts consisting of a three-day work week. Each work day shift will consist of eight hours.
3. Schedules shall provide each Supervisor four days off within a seven-day period.
4. Fleet Maintenance Supervisors will be paid 80 hours to work six days (i.e., three days weekly) consisting of eight-hour shifts over the two-week period.

#### C. Utility Supervisors

1. Utility Supervisors will bid by seniority on one of two shifts at either LBT1 or LBT2.
2. Utility Supervisors will have shifts consisting of a three-day work week. Each work day shift will consist of eight hours.
3. Schedules shall provide each Supervisor four days off within a seven-day period.
4. Utility Supervisors will be paid 80 hours to work six days (i.e., three days weekly) consisting of eight-hour shifts over the two-week period.

#### D. Infrastructure (Facilities) Supervisors

1. Infrastructure Supervisors will bid by seniority on one of two shifts at either LBT1 or LBT2.
  - a. LBT1: 7 a.m.–3:30 p.m. (30-min. lunch), Monday, Tuesday, Thursday; off days Wednesday, Friday, Saturday, Sunday
  - b. LBT2: 6:30 a.m.–3 p.m. (30-min. lunch), Tuesday, Wednesday, Friday; off days Monday, Thursday, Saturday, Sunday
2. Infrastructure Supervisors will have shifts consisting of a three-day work week. Each work day shift will consist of eight hours.

3. Schedules shall provide each Infrastructure Supervisor four days off within a seven-day period.
  4. Infrastructure Supervisors will be paid 80 hours to work six days (i.e., three days weekly) consisting of eight-hour shifts over the two-week period.
- E. Quality Assurance Specialists
1. Quality Assurance Specialists will bid by seniority on a day shift at either LBT1 or LBT2.
  2. Quality Assurance Specialists will have shifts consisting of a three-day work week. Each work day shift will consist of eight hours.
  3. Schedules shall provide each Quality Assurance Specialist four days off within a seven-day period.
  4. Quality Assurance Specialists will be paid 80 hours to work six days (i.e., three days weekly) consisting of eight-hour shifts over the two-week period.
- F. Customer Service Supervisor
1. The Customer Service Supervisor will work a shift consisting of a three-day work week. Each work day shift will consist of eight hours.
  2. The schedule shall provide the Supervisor four days off within a seven-day period.
  3. The Customer Service Supervisor will be paid 80 hours to work six days (i.e., three days weekly) consisting of eight-hour shifts over the two-week period.
- G. Stops and Zones Supervisor
1. The Stops and Zones Supervisor will have a shift consisting of a three-day work week. Each work day shift will consist of eight hours.
  2. The schedule shall provide the Stops and Zones Supervisor four days off within a seven-day period.
  3. The Stops and Zones Supervisor will be paid 80 hours to work six days (i.e., three days weekly) consisting of eight-hour shifts over the two-week period.
- H. Money Room Supervisor
1. The Money Room Supervisor will work a shift consisting of a three-day work week. Each work day shift will consist of eight hours.
  2. The schedule shall provide the Supervisor four days off within a seven-day period.
  3. The Money Room Supervisor will be paid 80 hours to work six days (i.e., three days weekly) consisting of eight-hour shifts over the two-week period.
- I. Payroll Supervisor
1. The Payroll Supervisor will work a shift consisting of a three-day work week. Each work day shift will consist of eight hours.
  2. The schedule shall provide the Supervisor four days off within a seven-day period.

3. The Payroll Supervisor will be paid 80 hours to work six days (i.e., three days weekly) consisting of eight-hour shifts over the two-week period.

J. Revenue Supervisor

1. The Revenue Supervisor will work a shift consisting of a three-day work week. Each work day shift will consist of eight hours.
2. The schedule shall provide the Revenue Supervisor four days off within a seven-day period.
3. The Revenue Supervisor will be paid 80 hours to work six days (i.e., three days weekly) consisting of eight-hour shifts over the two-week period.

K. Training Supervisors

1. Training Supervisors will work a shift consisting of a three-day work week. Each work day shift will consist of eight hours.
2. The schedule shall provide each Training Supervisor four days off within a seven-day period.
3. Training Supervisors will be paid 80 hours to work six days (i.e., three days weekly) consisting of eight-hour shifts over the two-week period.

**IV. Temporary Telecommuting Assignment Policy**

LBT implemented a temporary telecommuting assignment policy on March 18, 2020, to ensure the highest level possible of continuity of operations in light of the current COVID-19 (coronavirus) outbreak, while addressing health and safety concerns for employees.

As LBT provides essential services to members of the community, there are positions within the agency that require employees to be physically present in the workplace. The employees who hold the aforementioned positions (i.e., listed in Section III A–K) are expected to report to work and are ineligible for a temporary telecommuting assignment.

**V. Temporary COVID-19 Leave Program**


LBT implemented a Temporary COVID-19 Leave Program effective Thursday, March 19, 2020, in which the agency awarded up to 80 hours of paid leave to qualified employees in advance of the current federal leave programs. LBT's temporary leave program will expire as of April 25, 2020. LBT is adhering to the temporary federal programs that were effectuated April 1, 2020.

**VI. Duration**

This agreement will be effective as of Sunday, April 26, 2020, and will continue until Saturday, May 30, 2020, unless mutually extended by the LBT President and CEO and the Business Representative of American Federation of State, County and Municipal Employees, District Council 36.



**LONG BEACH TRANSIT**

By   
Kenneth A. McDonald  
President and CEO

Date 4/20/2020

**AMERICAN FEDERATION OF STATE, COUNTY  
AND MUNICIPAL EMPLOYEES, DISTRICT  
COUNCIL 36**

By \_\_\_\_\_  
Luis Schmidt  
Business Representative

Date \_\_\_\_\_

**2020 TRANSIT SERVICE DELIVERY SUPERVISOR ASSIGNMENTS**

| POSITION    | SUN  | MON  | TUE  | WED  | THU  | FRI  | SAT  |
|-------------|--|--|--|--|--|--|--|
| POSITION 1  | D2<br>0430-1330<br>L 0830-0930                 | D2<br>0430-1330<br>L 0830-0930                 | FLOATING<br>0430-2130                          | OFF  | OFF  | OFF  | OFF  |
| POSITION 2  | OFF  | OFF  | D2<br>0430-1330<br>L 0830-0930                 | D2<br>0430-1330<br>L 0830-0930                 | FLOATING<br>0430-2130                          | OFF  | OFF  |
| POSITION 3  | OFF  | OFF  | OFF  | OFF  | D2<br>0430-1330<br>L 0830-0930                 | D2<br>0430-1330<br>L 0830-0930                 | D2<br>0430-1330<br>L 0830-0930                 |
| POSITION 4  | D1<br>0430-1330<br>L 0900-1000                 | FLOATING<br>0430-2130                          | OFF  | OFF  | OFF  | OFF  | D1<br>0430-1330<br>L 0900-1000                 |
| POSITION 5  | OFF  | D1<br>0430-1330<br>L 0900-1000                 | D1<br>0430-1330<br>L 0900-1000                 | FLOATING<br>0430-2130                          | OFF  | OFF  | OFF  |
| POSITION 6  | OFF  | OFF  | OFF  | D1<br>0430-1330<br>L 0900-1000                 | D1<br>0430-1330<br>L 0900-1000                 | D1<br>0430-1330<br>L 0900-1000                 | OFF  |
| POSITION 7  | FLOATING<br>0430-2130                          | OFF  | OFF  | OFF  | OFF  | C1<br>0530-1430<br>L 1000-1100                 | C1<br>0530-1430<br>L 1000-1100                 |
| POSITION 8  | C1<br>0530-1430<br>L 1000-1100                 | C1<br>0530-1430<br>L 1000-1100                 | FLOATING<br>0430-2130                          | OFF  | OFF  | OFF  | OFF  |
| POSITION 9  | OFF  | OFF  | C1<br>0530-1430<br>L 1000-1100                 | C1<br>0530-1430<br>L 1000-1100                 | C1<br>0530-1430<br>L 1000-1100                 | OFF  | OFF  |
| POSITION 10 | OFF  | OFF  | OFF  | OFF  | XB2<br>0630-1530<br>L 1030-1130                | XB2<br>0630-1530<br>L 1030-1130                | XB2<br>0630-1530<br>L 1030-1130                |
| POSITION 11 | XB2<br>0630-1530<br>L 1030-1130                | R2<br>0700-1500<br>VEH 285                     | OFF  | OFF  | OFF  | OFF  | R2<br>0700-1500<br>VEH 285                     |
| POSITION 12 | OFF  | XB2<br>0630-1530<br>L 1030-1130                | XB2<br>0630-1530<br>L 1030-1130                | XB2<br>0630-1530<br>L 1030-1130                | OFF  | OFF  | OFF  |
| POSITION 13 | OFF  | OFF  | OFF  | R2<br>0700-1500<br>VEH 285                     | R2<br>0700-1500<br>VEH 285                     | R2<br>0700-1500<br>VEH 285                     | OFF  |
| POSITION 14 | R2<br>0700-1500<br>VEH 285                     | OFF  | OFF  | OFF  | OFF  | R2<br>0500-1300<br>VEH 285                     | R2<br>0500-1300<br>VEH 285                     |
| POSITION 15 | R2<br>0500-1300<br>VEH 285                     | R2<br>0500-1300<br>VEH 285                     | R2<br>0700-1500<br>VEH 285                     | OFF  | OFF  | OFF  | OFF  |
| POSITION 16 | OFF  | OFF  | R2<br>0500-1300<br>VEH 285                     | R2<br>0500-1300<br>VEH 285                     | R2<br>0500-1300<br>VEH 285                     | OFF  | OFF  |
| POSITION 17 | OFF  | OFF  | OFF  | OFF  | D1/C1<br>0900-1100<br>R1<br>1100-1700          | D1/C1<br>0900-1100<br>R1<br>1100-1700          | D1/C1<br>0900-1100<br>R1<br>1100-1700          |
| POSITION 18 | D1/C1<br>0900-1100<br>R1<br>1100-1700          | D1/C1<br>0900-1100<br>R1<br>1100-1700          | R1<br>1230-1400<br>C1 1400-2130<br>L 1600-1700 | OFF  | OFF  | OFF  | OFF  |
| POSITION 19 | OFF  | OFF  | D1/C1<br>0900-1100<br>R1<br>1100-1700          | D1/C1<br>0900-1100<br>R1<br>1100-1700          | FLOATING<br>0430-2130                          | OFF  | OFF  |
| POSITION 20 | OFF  | OFF  | OFF  | OFF  | R1<br>1230-1400<br>C1 1400-2130<br>L 1600-1700 | R1<br>1230-1400<br>C1 1400-2130<br>L 1600-1700 | R1<br>1230-1400<br>C1 1400-2130<br>L 1600-1700 |
| POSITION 21 | R1<br>1230-1400<br>C1 1400-2130<br>L 1600-1700 | R1<br>1230-1400<br>C1 1400-2130<br>L 1600-1700 | OFF  | OFF  | OFF  | OFF  | FLOATING<br>0430-2130                          |
| POSITION 22 | OFF  | R1<br>1330-2130<br>VEH 291                     | R1<br>1330-2130<br>VEH 291                     | R1<br>1330-2130<br>VEH 291                     | OFF  | OFF  | OFF  |
| POSITION 23 | OFF  | OFF  | OFF  | R1<br>1230-1400<br>C1 1400-2130<br>L 1600-1700 | R1<br>1330-2130<br>VEH 291                     | R1<br>1330-2130<br>VEH 291                     | OFF  |
| POSITION 24 | R1<br>1330-2130<br>VEH 291                     | OFF  | OFF  | OFF  | OFF  | FLOATING<br>0430-2130                          | R1<br>1330-2130<br>VEH 291                     |
| POSITION 25 | OFF  | FLOATING<br>0430-2130                          | FLOATING<br>0430-2130                          | FLOATING<br>0430-2130                          | OFF  | OFF  | OFF  |
| POSITION 26 | OFF  | OFF  | OFF  | OFF  | FLOATING<br>0430-2130                          | FLOATING<br>0430-2130                          | FLOATING<br>0430-2130                          |

TEMPORARY MODIFIED SERVICE DELIVERY PLAN

TEMPORARY MODIFIED SERVICE DELIVERY PLAN

AFSCME - VERSION 2

AFSCME - VERSION 2

- - - LBT 1- - - MAINTENANCE

- - - LBT 2 - - - MAINTENANCE

| <i>1. DAY SHIFT</i> |  | <u>4:30AM TO 1:00PM</u> | <u>Emp No</u> | <u>SUN</u> | <u>MON</u> | <u>TUE</u> | <u>WED</u> | <u>THU</u> | <u>FRI</u> | <u>SAT</u> |
|---------------------|--|-------------------------|---------------|------------|------------|------------|------------|------------|------------|------------|
| SUPV, MAINT         |  |                         |               | 8          | 8          | 8          | OFF        | OFF        | OFF        | OFF        |
| SUPV, MAINT         |  |                         |               | OFF        | OFF        | OFF        | OFF        | 8          | 8          | 8          |
| SPECIALIST, QA      |  |                         |               | OFF        | 8          | 8          | 8          | OFF        | OFF        | OFF        |
| SPECIALIST, QA      |  |                         |               | OFF        | OFF        | OFF        | 8          | 8          | 8          | OFF        |

|                |   |  |  |   |   |   |   |   |   |   |
|----------------|---|--|--|---|---|---|---|---|---|---|
| SUPV, MAINT    | 2 |  |  | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| SPECIALIST, QA | 2 |  |  | 0 | 1 | 1 | 1 | 1 | 1 | 1 |

| <i>3. SWING SHIFT</i> |  | <u>12:30PM TO 9:00PM</u> | <u>Emp No</u> | <u>SUN</u> | <u>MON</u> | <u>TUE</u> | <u>WED</u> | <u>THU</u> | <u>FRI</u> | <u>SAT</u> |
|-----------------------|--|--------------------------|---------------|------------|------------|------------|------------|------------|------------|------------|
| SUPV, MAINT           |  |                          |               | OFF        | OFF        | 8          | 8          | 8          | OFF        | OFF        |

|             |   |  |  |   |   |   |   |   |   |   |
|-------------|---|--|--|---|---|---|---|---|---|---|
| SUPV, MAINT | 1 |  |  | 0 | 0 | 1 | 1 | 1 | 0 | 0 |
|-------------|---|--|--|---|---|---|---|---|---|---|

| <i>4. GRAVE SHIFT</i> |  | <u>8:30PM TO 5:00AM</u> | <u>Emp No</u> | <u>SUN</u> | <u>MON</u> | <u>TUE</u> | <u>WED</u> | <u>THU</u> | <u>FRI</u> | <u>SAT</u> |
|-----------------------|--|-------------------------|---------------|------------|------------|------------|------------|------------|------------|------------|
| SUPV, MAINT           |  |                         |               | OFF        | OFF        | OFF        | OFF        | 8          | 8          | 8          |

|             |   |  |  |   |   |   |   |   |   |   |
|-------------|---|--|--|---|---|---|---|---|---|---|
| SUPV, MAINT | 1 |  |  | 0 | 0 | 0 | 0 | 1 | 1 | 1 |
|-------------|---|--|--|---|---|---|---|---|---|---|

| <i>5. SERVICE SHIFT</i> |  | <u>5:30PM TO 2:00AM</u> | <u>Emp No</u> | <u>SUN</u> | <u>MON</u> | <u>TUE</u> | <u>WED</u> | <u>THU</u> | <u>FRI</u> | <u>SAT</u> |
|-------------------------|--|-------------------------|---------------|------------|------------|------------|------------|------------|------------|------------|
| SUPV, UTILITIES         |  |                         |               | 8          | 8          | 8          | OFF        | OFF        | OFF        | OFF        |

|                 |   |  |  |   |   |   |   |   |   |   |
|-----------------|---|--|--|---|---|---|---|---|---|---|
| SUPV, UTILITIES | 1 |  |  | 1 | 1 | 1 | 0 | 0 | 0 | 0 |
|-----------------|---|--|--|---|---|---|---|---|---|---|

**Total**

|                 |   |
|-----------------|---|
| SUPV, MAINT     | 4 |
| SUPV, UTILITIES | 1 |
| SPECIALIST, QA  | 2 |

| <i>1. DAY SHIFT</i> |  | <u>4:30AM TO 1:00PM</u> | <u>Emp No</u> | <u>SUN</u> | <u>MON</u> | <u>TUE</u> | <u>WED</u> | <u>THU</u> | <u>FRI</u> | <u>SAT</u> |
|---------------------|--|-------------------------|---------------|------------|------------|------------|------------|------------|------------|------------|
| SUPV, MAINT         |  |                         |               | 8          | 8          | 8          | OFF        | OFF        | OFF        | OFF        |
| SUPV, MAINT         |  |                         |               | OFF        | OFF        | OFF        | OFF        | 8          | 8          | 8          |
| SPECIALIST, QA      |  |                         |               | OFF        | OFF        | 8          | 8          | 8          | OFF        | OFF        |

|                |   |  |  |   |   |   |   |   |   |   |
|----------------|---|--|--|---|---|---|---|---|---|---|
| SUPV, MAINT    | 2 |  |  | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| SPECIALIST, QA | 1 |  |  | 0 | 0 | 1 | 1 | 1 | 0 | 0 |

| <i>2. SWING SHIFT</i> |  | <u>12:30PM TO 9:00PM</u> | <u>Emp No</u> | <u>SUN</u> | <u>MON</u> | <u>TUE</u> | <u>WED</u> | <u>THU</u> | <u>FRI</u> | <u>SAT</u> |
|-----------------------|--|--------------------------|---------------|------------|------------|------------|------------|------------|------------|------------|
| SUPV, MAINT           |  |                          |               | OFF        | OFF        | 8          | 8          | 8          | OFF        | OFF        |

|             |   |  |  |   |   |   |   |   |   |   |
|-------------|---|--|--|---|---|---|---|---|---|---|
| SUPV, MAINT | 1 |  |  | 0 | 0 | 1 | 1 | 1 | 0 | 0 |
|-------------|---|--|--|---|---|---|---|---|---|---|

| <i>3. GRAVE SHIFT</i> |  | <u>8:30PM TO 5:00AM</u> | <u>Emp No</u> | <u>SUN</u> | <u>MON</u> | <u>TUE</u> | <u>WED</u> | <u>THU</u> | <u>FRI</u> | <u>SAT</u> |
|-----------------------|--|-------------------------|---------------|------------|------------|------------|------------|------------|------------|------------|
| SUPV, MAINT           |  |                         |               | OFF        | OFF        | OFF        | OFF        | 8          | 8          | 8          |

|             |   |  |  |   |   |   |   |   |   |   |
|-------------|---|--|--|---|---|---|---|---|---|---|
| SUPV, MAINT | 1 |  |  | 0 | 0 | 0 | 0 | 1 | 1 | 1 |
|-------------|---|--|--|---|---|---|---|---|---|---|

| <i>5. SERVICE SHIFT</i> |  | <u>7:30PM TO 4:00AM</u> | <u>Emp No</u> | <u>SUN</u> | <u>MON</u> | <u>TUE</u> | <u>WED</u> | <u>THU</u> | <u>FRI</u> | <u>SAT</u> |
|-------------------------|--|-------------------------|---------------|------------|------------|------------|------------|------------|------------|------------|
| SUPV, UTILITIES         |  |                         |               | 8          | 8          | 8          | OFF        | OFF        | OFF        | OFF        |

|                 |   |  |  |   |   |   |   |   |   |   |
|-----------------|---|--|--|---|---|---|---|---|---|---|
| SUPV, UTILITIES | 1 |  |  | 1 | 1 | 1 | 0 | 0 | 0 | 0 |
|-----------------|---|--|--|---|---|---|---|---|---|---|

**Total**

|                 |   |
|-----------------|---|
| SUPV, MAINT     | 4 |
| SUPV, UTILITIES | 1 |
| SPECIALIST, QA  | 1 |