

Minutes of the Arizona School Bus Advisory Council

Date: August 24, 2026

Time: 10:00 AM MST

Location: Microsoft TEAMS Virtual Meeting

1. Welcome and Call to Order

Chairperson Nicholas Franklin called the meeting to order at 10:00 AM MST. He welcomed the Council members and the members of the public in virtual attendance.

2. Roll Call

The following Council members were present:

- Nicholas Franklin (Chairman)
- Trace Tolby (Co-Chair)
- Tom Hartman
- Denice Hall
- Ashley Berg
- Kela Powers
- Nicholas Lloyd
- Weston White
- Jason Nelson

3. Attendees

There were 63 online attendees.

4. Approval of the Meeting Minutes

The Council reviewed the meeting minutes dated August 12, 2026.

- **Motion:** Trace Tolby (Co-Chair) moved to approve the minutes.
- **Second:** Kela Powers seconded the motion.
- **Outcome:** All members voted in favor; the motion passed.

5. Request for Public Comment

Chairperson Nick Franklin noted that twelve (12) public comment letters regarding hours of service were received via email at STAC@azdps.gov. All letters were distributed to the Council for review. Chairperson Franklin read four (4) of these letters aloud during the meeting.

6. Proposals for Hours of Service

Chairperson Nick Franklin introduced two (2) separate proposals to update rules regarding driver service hours.

Proposal 1: Hours of Service Limits

An employer shall not allow or require a school bus driver to drive a school bus, nor shall a school bus driver drive a bus:

1. For more than 10 hours after having been off duty for a minimum of eight consecutive hours.
2. For any period after having been on duty for 15 hours after having been off duty for a minimum of eight consecutive hours.
3. After having been on duty for 60 **compensated** hours in any seven consecutive days if the employer does not operate school buses daily.
4. After having been on duty for 70 **compensated** hours in any eight consecutive days if the employer operates school buses every day.
5. **Addition:** If the driver has any continuous 34 hours off duty, the rolling hours of service clock will reset to zero.

Proposal 2: Clarification of "Off Duty" Definition

"Off Duty" means the time a school bus driver is not on duty, including:

1. Time spent resting in a parked vehicle.
2. Time spent resting in a hotel.
3. Time when a driver is relieved of all duty and responsibility for the care and custody of the vehicle or the passengers it is carrying.
4. Any rest break of at least 30 minutes, provided that:
 - **A.** The driver is relieved of all duty and responsibility for the care and custody of the vehicle, its accessories, and any cargo or passengers it may be carrying.

- **B.** During the stop, and for the duration of the stop, the driver must be at liberty to pursue activities of his/her own choosing. **(Addition to current definition)**

Voting and Outcomes:

- **Votes for Proposal 1:** Chairperson Franklin, Jason Nelson, Kela Powers, Ashley Berg, Tom Hartman, Weston White, Nicholas Lloyd, Denice Hall.
 - **Votes for Proposal 2:** Trace Tolby.
 - **Outcome:** The motion carried. The Council voted in favor of moving forward with **Proposal 1** for additional research and discussion at the next meeting.
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7. Proposals for Driver Requirements

Co-Chair Trace Tolby presented four (4) updates to the existing rules.

- **Proposal 1 (Amend R13-13-102.C.2):** Completely strike through R13-13-102.C.2 to remove the annual 9-panel drug screen, reducing the redundancy of running two drug screens at the exact same time.
 - *Outcome:* This proposal was tabled and sent back to the working group to adjust the verbiage.
- **Proposal 2 (Amend R13-13-102.D.1):** Update text to read: *"From a seat-belted position, demonstrate how to use the Emergency Service door release and exit the bus, using 3 points of contact."*
 - *Outcome:* Passed unanimously; all council members were in favor.
- **Proposal 3 (Amend R13-13-102.D.4):** Update text to read: *"An applicant or school bus driver who fails the physical performance test may take the test again after 24 hours. An applicant or school bus driver may take the Physical Performance test no more than three times in 30 calendar days."*
 - *Outcome:* Passed unanimously; all council members were in favor.
- **Proposal 4 (Amend R13-13-102.D.7):** Update text to require that an employer ensures the physical performance test is administered by a person who has completed Department-authorized training, adding: *"On a bus the driver will be used most frequently."*

- *Outcome:* This proposal was tabled and sent back to the working group to adjust the verbiage.
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8. Department-Approved Training Curriculum

Assistant Attorney General Jordan Towers clarified that the Department has the authority to develop its own training curriculum independently. The Department does not need council input or a formal rule-making process to do so. The Department may choose to form a working group or optionally consult the Council, but only one council member may attend these meetings at a time.

9. Agenda Items Tabled Due to Time Limitations

Because of a shortage of time, the Council voted to table the remaining agenda items for the next STAC meeting:

1. **Special Needs Working Group:** Will meet on August 27 and plans to present proposals at the next general council meeting.
2. **Tire Information Review:** Tom Hartman will send out tire information for review prior to the next meeting and expects to have finalized proposals ready.
3. **15-925 Proposals:** Jason Nelson is waiting for the upcoming STAC meeting to add these specific items to the formal agenda.

10. General Council Suggestions

Jason Nelson suggested that the Council set up additional working groups to specifically address other unreviewed Minimum Standards topics.

11. Meeting Adjournment

The meeting was officially adjourned at 12:05 PM MST.

- **Motion:** Trace Tolby
 - **Second:** Denice Hall
 - *Outcome:* All members voted in favor; the motion carried.
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Minutes Prepared By:

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