

MANAGING SAFETY is one of our core business functions. In order to eliminate or mitigate the safety risks, it is important that staff report health and safety issues to a supervisor immediately. No action will be taken against an employee who disclosed a safety concern, unless disclosure indicates, beyond any reasonable doubt, an illegal act, gross negligence or deliberate or willful disregard of regulations or procedures.

All items reported are tracked, investigated and reviewed to continually improve safety.

For your health and safety, no passengers are permitted to ride in the front seat. Barriers will remain in place. Please report any issues with barriers so repairs, adjustments or replacements can be made, as needed.

Pre Trip and Preventive Maintenance

CPTS maintenance goals are to keep each vehicle in a fully -operational and safe condition, improving reliability, increasing the life service and insuring the safety of passengers and staff. Every member of the transit staff has a vested interest in the satisfactory preventive and a corrective maintenance of all vehicles.

Pre Trip Inspection must be performed daily, using the pre -trip check-list. This inspection provides the opportunity to catch and report issues early for correction.

Remember radios and camera systems remain in working order at all times.

Cleaning and disinfecting protocols shall be carried out daily, throughout the shift. Make sure windows are clean and clear; floors must be clean and clear of trash and an items that could cause a slip, trip or fall. Handrails and seats should be wiped clean and disinfected. Best practice includes fully walking through the vehicle at the end of the shift to also collect any lost personal items.



Randy Heisler, Operations Manager, snapped the above photo along Route 66 in Sapulpa.

October through May

Transit Expense Breakout

Payroll & Fringe—62%

Vehicle Insurance—14%

Fuel—11%

Maintenance—5%

Tag renewals, fees and licensing, chamber and association dues, legal fees, staff development and training costs, board of director and other insurance, advertising, postage, supplies, utilities and cell phone plans 8%

Cimarron Public Transit is committed to an organizational culture that fosters safe practices, encourages effective employee safety reporting and communication and actively manages safety.

Anniversaries (June—Sept.)

23 Years

Randy Heisler

19 Years

Lori Harbour

12 Years

Karel Blubaugh

10 Years

Dalen Jackson

8 Years

Jerry Fox

Nate Heintz

5 Years

Shelby Jewell

Thornton York

4 Years

Lisa Drumm

James Medlock

3 Years

David Birnbaum

Thomas Hearn

Mark Taylor

2 Years

Glenn McDaniel

1 Year

Raymond Bohannan

Alexandria Caldwell

Casey Chase

Mya Coker

Bruce Hugill

Willis Ledbetter

Claudia Morton

William Popplewell

Lois Reinemann

George Ward

Patricia York

Building a Culture of Safety Through Training and Awareness

Accident Procedures

Notify dispatch immediately when a vehicle is involved in an accident. Check the surroundings and secure the vehicle. Make a decision to evacuate or not. Report your location to the dispatcher as well as any details regarding injuries and passengers on board. Determine what type of help is needed from law enforcement and emergency services.

Drivers shall remain at the scene and fully cooperate with law enforcement, giving a full and accurate account of the accident. Driver shall not give opinions of fault nor make statements regarding the accident to anyone other than police or supervisors. Take photos of damage and exchange information with the other party, as applicable.



At the first opportunity, complete needed reports. Submit reports and photos to supervisor. Assist with the investigation.

Post accident drug testing may be required. If instructed by the dispatcher or supervisor, you must proceed for post accident testing immediately.

Timothy Haspany took the above photo in downtown Ponca City. Please take and submit photos where you stop. Photos will be published on CPTS Facebook page or upcoming newsletters.

Help Connect Cimarron Transit's Ridership

Please let riders know to 'Like' us on Facebook! This social media platform provides a tool to communicate with transit riders regarding inclement weather, program updates, holiday closings or position openings. Cimarron Transit's Senior Operations Specialist, Shelby Jewell, set up and monitors the page.

Please share your ideas to improve our program!

Skiatook rider Terry Klarich and his service animal Nance, pictured right, are regular public transit riders. CPTS assists Mr. Klarich with his commute to Tulsa.



CPTS is a division of United Community Action Program, Inc. of Pawnee.

www.ucapinc.org Email: lcorff@ucapinc.org 918-762-3041 Ext. 181