

Cimarron Public Transit

WINTER 2024

Employee Safety Reporting Program

Transit staff are encouraged to identify safety concerns in their day-to-day duties, to report in good faith without fear. All incidents, complaints, complements, near misses, hazards and dangerous occurrences are investigated and reviewed by leadership, and tracked. The data is reviewed by the Safety and Training Committee staff at least bi-annually.

How can you report safety conditions?

- Call the dispatcher
- Call or text supervisor
- Make note on pre-trip forms
- Complete and submit written reports

Examples of information to report:

- Road and/or weather conditions.
- Events that leadership might not otherwise know about such as near misses and information about why a safety event occurred.
- Riders not abiding by policies
- Incidents with passengers

All incidents/accidents/complaints are investigated.

CPTS SUPPORTS COMMUNITIES THROUGH CHAMBER MEMBERSHIPS



Pictured left: Darlene Phillips represents CPTS at the Skiatook Chamber reception. Darlene has been a driver and backup dispatcher since 2013.



Pictured Right: Shelly Regnier, Operations Specialist represents CPTS at Ponca City Chamber Community Development committee meetings. Shelly began as a dispatcher in 2016.

Need someone to talk to?

Employee Assistance

Call any time, day or night.

1-800-999-1196

Safety Belts Required

Each passenger must wear a safety belt securely fastened before the vehicle will be permitted to begin movement. It is the responsibility of all staff to ensure safety belts are worn at all times. If the seatbelt is not long enough to be secured, seatbelt extensions will be used. It is Oklahoma Law that children under age four and under 40 lbs be properly secured in a child restraint system. Parents and/or guardians will be responsible for properly securing and sitting near the child.

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



(Jan-March)

17 Years

Sherry Blubaugh
Timothy Haspany

8 Years

Francisco Franco

5 Years

Janice Main
Wendy Reynolds

4 Years

Stephen Grennell

3 Years

Eric Bay
Ron Long
Bill Ratliff
Patricia Wood

2 Years

Michelle Green
Gary Trook

1 Year

Tony Murphy
Kevin Holman

Service Animals

Service Animals are able to accompany riders with disabilities in vehicles, under the Americans with Disabilities Act of 1990. A service animal is defined as “any guide dog, signal dog, or other animal that is individually trained to work or perform tasks for an individual with a disability, to including but not be limited to, alerting those with impaired hearing to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair or fetching dropped items.” 49CFR Part 37.3



Older Americans receive free transportation in Creek County, Title III funds through INCOG AAA support the project. Pictured from left: Wilma Ranney and Velma Wiley, from Sapulpa.

Building a Culture of Safety Through Training and Awareness

Safety Tips

National Safety Council National Highway Traffic Safety Administration, & AAA

Working in the snow, when loading and unloading passengers:

- Take short steps.
- While walking, keep your hands out of your pockets.
- Walk flat-footed – remember your center of gravity.
- Wear non-slip shoes or boots. Overshoes with grip soles such as rubber or neoprene composite are also helpful.
- Use special care when entering or exiting vehicles. When getting out of your vehicle look down at the ground for ice. Also, check the area where the passenger will be loaded or unloaded.
- Step - don't jump from vehicles or equipment.

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

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