

Core Transit Staff Newsletter

December 20, 2024

Essential Winter Driving Tips Cold Weather Conditions

Prepare your bus: Check the weather before you go and make sure your bus is winter ready. This includes checking your fluids and making sure your tires have good tread.

Slow down: It's harder to control and stop your bus on snow or ice, so increase your following distance and slow down.

Avoid sudden movements: Avoid sudden stops and quick changes in direction. If you're skidding, steer into the skid.

Use your headlights: Use your headlights and keep your windshield and windows clear.

Be aware of snow plows: Stay far away from snow plows, which can stop often, make wide turns, and overlap lanes.

Stay alert: Be alert for pedestrians and avoid fatigue by getting enough rest.

Know how to handle a skid: Know what your brakes will do, and how to handle oversteer and understeer.

Updates from your Operations Team

The Gift of Transportation

Shop with a Cop received support from Core Transit this year for two nights, during which our community supported Elementary-Aged students and their families this holiday season.

12/10/24: (3 buses)

Core Transit helped to safely and in-style transport over 40 kids, cops, and first responders from the Gypsum, Eagle, and Edwards areas to Walmart to shop for gifts for their families, up to 4 Eagle Ranch for dinner, gift wrapping, and a visit from Santa. After all the fun, we returned everyone safe & sound to their families with wrapped gifts and a holiday meal box.

12/16/24: (2 buses)

Core Transit helped to safely and in-style transport over 26 kids, cops, first responders, and partner agencies galore from the El Jebel, Carbondale, and Basalt areas to Walmart in Glenwood Springs to shop for gifts for families. Everyone then returned to the Eagle County community center for dinner, gift wrapping and fun!

This incredible event could NOT have been possible without the GIFT of Transportation!

There are MANY great photos on the @EagleCountySO Facebook Page.



Updates from your People and Culture Team

We're Hiring! Open Positions



Exciting Opportunity for our Internal Bus Operators Team

We are thrilled to announce that there is now a **Full-Time, Year-Round** position available! 🌟 If you've been thinking about transitioning to a full-time, permanent role, this could be your chance! 🚦 Before we share this opportunity with external candidates, we are giving priority to our current team members who may be interested in changing their status.

Core is Hiring a Planner / Scheduler

Transit Scheduler / Planner I to manage the seasonal schedule development process, including planning, scheduling, and ensuring the accuracy of GTFS data. This position focuses on creating efficient, practical schedules that meet customer and bus operator needs, while coordinating with regional partners to improve service and transfers.

If you're interested, please apply directly on our Careers Page
<https://evta.colorado.gov/join-our-team>

Let the People & Culture team know if you have any questions.
Email: People.Culture@coretransit.org



Updates from your People and Culture Team

Performance Reviews & Pay Increases for 2025

As we approach 2025, we're getting questions about Core Transit's plans for annual performance reviews and pay increases. There are slightly different processes for employees on the Step Plan (Bus Operators and Operations Staff) and employees on the Open Range Plan (Administrative staff and Management), both with the same goals: recognizing performance and creating opportunities for feedback and employee growth.

Here's what you can expect this year.

For the 2025 the board approved a 3.5% pay increase in the budget for Open Range positions (administrative and management). All eligible staff receiving the same percentage. The board also approved the 2025 Step Plan for bus operators and operations staff ensuring all eligible employees will increase to the next step following their anniversary date - equally about 3.5%.

Both pay plans are linked in Sling

Employee Reviews - Performance Insights 'Light'

For 2025, we will be keeping things simple. Successful performance will be defined as adherence to Core Transit policies and expectations as outlined in the employee handbook and onboarding process, adherence to safety standards, and fulfilling the primary duties in your job description.

When will I receive my review?

At some point in 2025 all employees will have a scheduled 1-1 review conversation with their manager, which we will be calling a "Performance Insight". The timing of your review will depend on whether you are on the Step Plan or in the Open range. We will be starting these conversations with Open range employees in January. Conversations with bus operators and operations staff (step plan employees) will take place later in the year.

Updates from your People and Culture Team

Performance Reviews & Pay Increases for 2025

So how will you know if you are eligible for a step-increase or annual pay increase in 2025?

Step Plan - Increases for Bus Operators and Operations Roles

- Employees on the step plan will progress to the next Step on the start of the pay period following their 12-month anniversary date.
- 2025 Step Structure attached and approved annually.
- For 2025 all employees will be eligible for the full step except for those on a performance improvement plan.

Open Range Increase for Administrative and Management Roles

- Annual merit increases are budget-dependent for employees on the Open Range.
- Any increase must be approved by the Board as part of the annual budget process
- For 2025 these will occur sometime in January.
- All employees will be eligible for the across-the-board approved merit except for those on a performance improvement plan.
- Employees should expect to hear from their manager about this process in the coming weeks.


For 2025, it's simple: all employees will be eligible for the full step increase or approved pay increase except for those on a performance improvement plan. In future years this might look different as we refine our evaluation process and develop more specific organizational performance targets.

Please let me know if you have any questions.

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Updates from your People and Culture Team

Thank you! 2024 Holidays

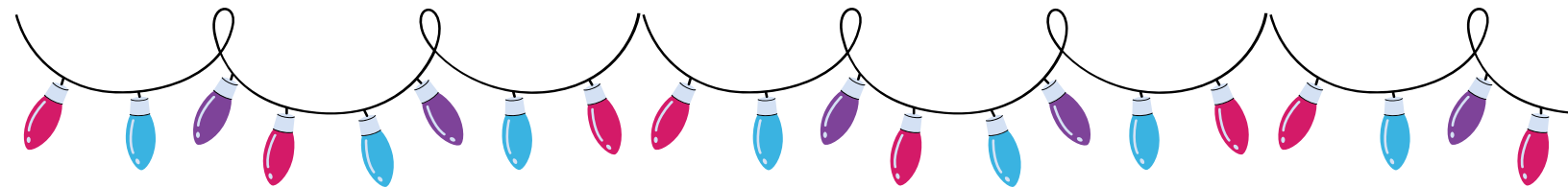


As the holiday season wraps up, we want to take a moment to extend our heartfelt thanks to each of you who worked tirelessly over the holidays this year and plan to work on December 24th and 25th, ensuring the buses keep rolling.

Your dedication and hard work ensures that our community can rely on us even during the busiest

Thank you for bringing the spirit of welcoming, accessible, dependable and rewarding service over the holidays.

As a reminder December 24th and 25th are Paid Holidays.



Updates from your Marketing Team

Learn Your Resources: Bus Like a Pro!

Our Bus Like a Pro brochure is now available in English and Spanish, to help you guide your riders with ease!

Whether they're new to Core Transit or seasoned travelers, this brochure is packed with all the must-know info to make navigating our system as smooth as possible.

Our goal is to offer a welcoming, accessible, dependable, and rewarding service. With the Bus Like a Pro guide, you'll have all the tools at your fingertips to assist passengers and make their journey even better!

From understanding routes to utilizing our real-time bus tracking system, the brochure walks you through everything—so you can help passengers with confidence and warmth.

When you're armed with these resources, you're not just providing a ride; you're giving your passengers an experience that's smooth, simple, and stress-free.

