

Ariane Webb

From: Ariane Webb
Sent: Friday, May 28, 2021 9:32 AM
To: Ariane Webb
Subject: RE: Drug and Alcohol Policy Updated Templates

Ariane Webb, MPA

Deputy Clerk to the Board

Clerk to the Board

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awebb@guilfordcountync.gov

From: LaDawn Pearson <lpearso@guilfordcountync.gov>
Sent: Thursday, May 27, 2021 3:56 PM
To: Robin Keller <rkeller@guilfordcountync.gov>
Subject: FW: Drug and Alcohol Policy Updated Templates

Robin – here is the email we received.

From: Edwards, Kevin B <kbedwards2@ncdot.gov>
Sent: Tuesday, April 13, 2021 8:08 AM
To: McNeill, Eartle L <elmcneill1@ncdot.gov>; Gay, Beth M <bmgay@ncdot.gov>; Dragon, Rossius A <radragon@ncdot.gov>; Mikkelsen, Shirley A <samikkelsen@ncdot.gov>
Cc: actaexec@triad.twcbc.com; tiffany.boyer@alleghanycounty-nc.gov; Byrd, Tanya <trbarbee@co.anson.nc.us>; amanda.roten@actatravel.com; Debbie Smith <avery.act.director@averycountync.gov>; rsuggs@bcdcsolutions.org; khporter@bladenco.org; BTSDirector@atmc.net; matthew.cable@buncombecounty.org; rwbushey@cabarruscounty.us; randy.cantor@carteretcountync.gov; Williamson, Melissa <mwilliamson@caswellcountync.gov>; a.testerman@chathamtransit.org; jennifer.west@cherokeecounty-nc.gov; gunther@brmemc.net; shcostner@yahoo.com; Jacobs, Joy <joy.jacobs@columbusco.org>; ifarrakhan@co.cumberland.nc.us; Flatt, Sharon <sharon.flatt@darenc.com>; richard.jones@davidsoncountync.gov; Angel Venecia <angel.venecia@duplincountync.com>; Michael Coone <Michael.Coone@gastongov.com>; plassiter@gatescountync.gov; Davis, Anita L <Anita.Davis@wakegov.com>; Colvard, Juanita H <juanita.colvard@grahamcounty.org>; Chase, Misty <misty.chase@greenecountync.gov>; Irma Zimmerman <IZIMMER@guilfordcountync.gov>; lsmith@harnett.org; bradley.johnson@co.iredell.nc.us; Taylor, Norma <ntaylor@jacksonnc.org>; neal@cssjohnston.org; Davidson, Deborah <ddavidson@leecountync.gov>; Greene, Angela <agreene@co.lenoir.nc.us>; kford@lincolncounty.org; kangel@maconnc.org; dmetcalf@madisoncountync.gov; jack.jones@martincountyncgov.com; Conley, Randall <randall.conley@mcdowellgov.com>; Jones, Masie <Masie.Jones@mecklenburgcountync.gov>; sheila.directormitchelltransit@gmail.com; sbiggs@moorecountync.gov; ssimmons@mountainprojects.org; clong@onslowunitedtransit.org; tletman@orangecountync.gov; jlongenbach@penderpas.com; kneufang@personcountync.gov; cam.coburn@pittcountync.gov; jkennedy@polknc.org; neel.peacock@richmondnc.com; sharon.robinson@co.robeson.nc.us; modell@adtsrc.org; Valerie.Steele@rowancountync.gov; Giles, Kerry <kerry.giles@rutherfordcountync.gov>; Oates, Rosemarie <roates@sampsonnc.com>; Snead, April <asnead@scotlandcounty.org>; rshank@stanlycountync.gov; sofmvinson@aol.com; april.alm@transylvaniacounty.org; Torres, Theresa <theresa.torres@unioncountync.gov>; Lynn Swett <lynns@wcchs.org>; fsanchez@wcca.org; wtadirector@wta1.org; HARRIS, MICHAEL <michael.harris@yanceycountync.gov>; kwalker@cravencountync.gov; director@appalcart.com; jdiggs@wilson-co.com;

gajones@wilsonnc.org; don.willis@waynegov.com; todd.gardner@rockymountnc.gov; csterling@wprta.org; hmullen@arhs-nc.org; pperry@choanokepta.org; nthornton@hokecounty.org; hydetransit@lycos.com; ijohnson@kartsnc.com; Tawanna Williams <rcatsdirector@senioradults.org>; jcockerham@yveddi.com; melissa.rector@alleghanycounty-nc.gov; sam.pennington@actatravel.com; AssistantDirector, AveryACT <averyact.assistant@averycountync.gov>; pwhitley@bcdcsolutions.org; jallen@bladenco.org; btssupport@atmc.net; william.high@buncombecounty.org; Hodges, Anthony L <alhodges@cabarruscounty.us>; vickie.clifton@carteretcountync.gov; adminassistant@chathamtransit.org; lisa.stroud@cherokeecounty-nc.gov; dimple@brmemc.net; bfaircloth@columbusco.org; helene.taylor@darenc.com; Laphish, Holly <holly.laphish@davidsoncountync.gov>; Pierce, Denita <denitap@duplincountync.com>; Littlejohn, Twanna <twanna.littlejohn@gastongov.com>; gits@gatescountync.gov; Morgan.Simmons@raleighnc.gov; Jenkins, Tracy S <tracy.jenkins@grahamcountync.org>; stuart.dunn@greenecountync.gov; pamerson@harnett.org; mdavenport@co.iredell.nc.us; Moore, Rene <renemoore@jacksonnc.org>; kim@jcats.org; Surratt, Tonya <tsurratt@leecountync.gov>; dghantt@lincolncounty.org; dasher@maconnc.org; Ledford, Brooke <bledford@madisoncountync.gov>; frank.halsey@martincountyncgov.com; Mckinney, Kathy H <kathy.mckinney@mcdowellgov.com>; Buchanan, Richard <richard.buchanan@mecklenburgcountync.gov>; lisa.bailey@mitchellcounty.org; densminger@moorecountync.gov; cmorrow@mountainprojects.org; bcampbell@onslowunitedtransit.org; tholloway@orangecountync.gov; wdavis@penderpas.com; frank.morgan@pittcountync.gov; kearley@polknc.org; melissa.williams@richmondnc.com; matthew.stephens@co.robeson.nc.us; Cathy Powers <cpowers@adtsrc.org>; Kristy.Cowden@rowancountync.gov; Hill, Jeff <jeff.hill@rutherfordcountync.gov>; Joy Hine <jhine@scotlandcounty.org>; Keddins@stanlycountync.gov; stateoffranklin@aol.com; Payne, Janet <janet.payne@unioncountync.gov>; Hardison, Clifton <CliftonH@wcchs.org>; jroper@wcca.org; a.gentry@wta1.org; sandy.wilson@yanceycountync.gov; cbeeson@cravencountync.gov; financeofficer@appalcart.com; bbass@wilsonnc.org; jblalock@wprta.org; dpaul@arhs-nc.org; cmoore@choanokepta.org; twilkerson@hokecounty.org; hydetransit@lycos.com; tmontanez@kartsnc.com; executivedirector@senioradults.org; CFowler <CFowler@yveddi.com>; andy.farmer@actatravel.com; alison.vick@carteretcountync.gov; randy.wiggins@cherokeecounty-nc.gov; Dawn Strickland <ashlie.strickland@duplincountync.com>; Lundy, Hannah J <hannah.lundy@wakegov.com>; mrodgers@leecountync.gov; abryant@lincolncounty.org; marinda.brown@martincountyncgov.com; Greene, Tim <manager@mitchellcounty.org>; kearley@polknc.org; pfoster@wprta.org

Subject: Drug and Alcohol Policy Updated Templates

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Good Morning,

I have received the attached Drug and Alcohol Policy UPDATES from RLS and Associates. Here is what Sean Oswald had to say:

"I have very recently been working with the Lead D&A Auditor from FTA's contracted firm (Cahill Swift), to get them to review the RLS Template D&A policy to ensure it is 100% up to the standards of the FTA audit team. We are finalizing those few revisions with Cahill Swift right now. Cahill Swift has indicated that the few revisions they would like to see are all very minor and wouldn't necessarily require any system to immediately update their current policies to address these changes, but that agencies could update their D&A policies on a regular update schedule if that is better for them."

"As referenced in my previous email on this chain, you'll now find attached to this email the two updated template D&A policies based on FTA's latest input. One is the "Zero-Tolerance" template and the other is the "2nd Chance" template

You'll see 4 files attached:

- **The first 2 are the new templates with all revisions fully implemented (the "clean" version)**
- **The other 2 are the new templates with all revisions "tracked" using the "tracked changes" function so the specific changes that have occurred can be readily identified."**

This information is being provided to you for informational purposes ONLY. For those of you that have used the RLS template in the past it is recommended that you utilize the new templates on your next policy review/revision. If you are not currently using an RLS template you may want to consider utilizing one of the new templates since they have already passed FTA review.

Thank you,

Kevin B. Edwards, MESH
Safety, Education and Compliance Interim Manager

Integrated Mobility Division
North Carolina Department of Transportation

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