

Appendix B

Gagne, Francine (UTC)

From: Cory Dame <cory@kitsapairporter.com>
Sent: Wednesday, April 01, 2015 2:07 PM
To: Gagne, Francine (UTC)
Subject: RE: Final

Francine,

How the heck are ya, yes I have him written down as hired on 11/11 first day driving 11/12.

Cory

From: Gagne, Francine (UTC) [mailto:fgagne@utc.wa.gov]
Sent: Wednesday, April 01, 2015 1:28 PM
To: Cory Dame
Subject: Re: Final

Hi Cory!

I hope all is going well?

I was going over my notes and wondering if I misunderstood. William Rupright was hired 11/12 but his first solo trip date was 11/11? Are those swapped?

Thank you

Francine Gagne

Sent from my iPhone

On Mar 20, 2015, at 8:48 AM, Cory Dame <cory@kitsapairporter.com> wrote:

Francine,

Thank you for the copy of the final report. I will be sure to fix all of my mistakes and will not let them happen again. I wish you the best of luck on your last inspections and will be looking forward to seeing you for the next go around. Hope all is well.

Cory Dame

From: Gagne, Francine (UTC) [mailto:fgagne@utc.wa.gov]
Sent: Thursday, March 19, 2015 2:37 PM
To: cory@kitsapairporter.com
Subject: Final
Importance: High

Good afternoon Cory!

I hope all is going well!

Attached is the final report for my investigation and your company is rated SATISFACTORY which is the highest rating we can give!

Appendix D

GREG

Name _____ No. _____

Period _____

Hours _____ Rate _____ Amount _____

30

START IN	STOP OUT	WORKED HOURS	ACCUMULATED TOTAL	TASK COMMENTS
10:43A	11:01A	0.36	6.36	
11:33A	10:52A	0.98	15.34	
1:46A	10:38A	0.86	24.20	
1:40P	11:32A	9.73	33.93	33.93
5:52P	3:10A	9.30	43.23	
1:39A	10:37A	0.96	52.19	
1:23A	10:41A	10.30	62.49	
1:59A	10:35A	0.95	71.44	37.85
				71.78
16	233			
30	1025			
21	11.11			
23	1019			

B = Automatic Break Deduction

Signature _____

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Appendix E

Gagne, Francine (UTC)

From: Cory Dame <cory@kitsapairporter.com>
Sent: Monday, March 09, 2015 1:47 PM
To: Gagne, Francine (UTC)
Subject: RE: Compliance Inspection 02/26/2015
Attachments: Accident Register 001.jpg

Francine,

So here is all the information in order:

1. Ann's first solo day was Jan. 28th, 2015
2. Greg Legister's first solo day Jun. 12th, 2014
William Rupright's first solo day Nov. 11th, 2014 > PRE EMP
Doug Martin upon his return first solo day Jan. 9th, 2015
3. Doug Martin IS currently employed with Bremerton-Kitsap Airporter In.
4. That is right out of our policy and procedures handbook that all employees get and sign for and all employees also receive a "Federal Motor Carrier Safety Regulations" book that they also sign for
5. Elaine Regan is now Elaine Krumheuer (she got hitched last year) but her hire date was 07/12/04 and is still currently employed
Mike Reeser was hired on 04/06/04 and is still currently employed (he only drives charters)
6. Alfred Aquino: CA Lic# D4100248 (just moved here from California he is in the process of getting everything switched over to Washington)
William Rupright: WA Lic# RUPRIWE543RB
7. Samuel Mears was not issued a citation in the accident. (I found the registry it is attached)
8. I have not I will reach out to the HR department and see if I can get copies to send to you.

If there is anything else just let me know, I will send over the copies as soon as I can. Hope your weekend went well.

Cory

From: Gagne, Francine (UTC) [mailto:fgagne@utc.wa.gov]
Sent: Monday, March 09, 2015 11:53 AM
To: Cory Dame
Subject: RE: Compliance Inspection 02/26/2015

Hey there!

Ann's timecard is hard to read regarding the date of her 1st solo day. I can see 110pm but not the date. I have in the notes it was January 18th?

You actually DID do a pre-employment test on Greg Legister. What was his first day driving on his own? Also what was first day solo for William Rupright and Doug Martin?

Doug Martin is currently an active driver isn't he?

Regarding the Drug and Alcohol policy, is that the complete policy the drivers are given and sign for?

Reasonable Suspicion: Initiated by a trained supervisor who shall require a driver to submit to a controlled substance and/or alcohol use test when that supervisor has reasonable suspicion that a driver is in violation of the rules that prohibit the use of controlled substances and alcohol during safety-sensitive functions.

Return to duty: A driver who has engaged in conduct prohibited by subpart B of Part 382, shall undergo a return to duty alcohol test with an alcohol concentration of less than .02, and/or a negative controlled substance test, prior to performing any safety-sensitive function.

Follow-up: Applies to any driver who, upon referral by a Substance Abuse Professional (SAP) for engaging in conduct prohibited by subpart B of Part 382, must undergo follow-up testing. If referred, the driver must undergo a minimum of six (6) tests over a twelve-month period, for a maximum period of 60 months.

PREVIOUS EMPLOYER CONTROLLED SUBSTANCE & ALCOHOL TEST INQUIRY

Employers shall request alcohol and controlled substance testing information from previous employers in accordance with the requirements of 49 CFR, Part 40.25. This request shall be made pursuant to the employee's written consent.

The following information must be requested from previous DOT-regulated employers who have employed the employee for any period during the two years prior to the date of the employee's application:

- Alcohol tests with a result of 0.04 or higher alcohol concentration.
- Verified positive drug tests.
- Refusals to be tested (including verified adulterated or substituted drug test results).
- Other violations of DOT agency drug and alcohol testing regulations.
- With respect to any employee who violated DOT drug and/or alcohol regulations, if this information cannot be obtained from the previous employer, it shall be obtained from the employee.

If possible, this information should be obtained before the employee first performs safety-sensitive functions. If this is not possible, the employer must obtain and review the information as soon as possible. No employee shall be permitted to perform safety-sensitive functions after 30 days from the date on which the employee first performed safety-sensitive functions, unless the employer has obtained OR made and documented a good-faith effort to obtain the information.

This requirement applies only to employees seeking to begin performing safety-sensitive functions for employers for the first time (i.e., a new hire, an employee that transfers into a safety-sensitive position). If the employee refuses to provide written consent, the employer must not permit the employee to perform safety-sensitive functions.