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Want to sign yourself or someone else up to receive this newsletter? Send an email to lnugen@mjai.com and Les will get you added to our list

Websites of Interest

www.recruitingcenter.com
Link to very good resource for ideas to help your driver retention. Also has worksheets that calculate the cost of driver turnover and other tools.

smallcarrieruniversity.com
Webpage to Commercial Carrier University. Contains several well written manuals on trucking management, recruiting, etc. Best of all they are free!

Truckingsafety.org
Michigan Center for Truck Safety. Offers free guidance and training materials for truck safety.

Cashort.com
Provider of safety recognition programs and other incentive programs. Also have several insightful guides on how to change company culture and driver behavior.

2009 Safe & Warm Campaign

It does not seem possible, but 2008 is quickly passing us by. Before too much longer the temperature will start to drop and the roadways will become more challenging due to winter weather conditions. Once again MJAI wants to create a little extra incentive for your drivers to get through the upcoming winter months accident free. Our annual Safe & Warm Campaign materials will be going out in the mail to you in the coming weeks.

We will be giving away \$250 gift cards for Pilot Travel Centers again this year. On April 20, 2009 we will draw for four of these gift cards from the qualifying submitted driver names. To be eligible to win your drivers must:

- 1) Sign and return their pledge sheet to you
- 2) Be a current client, employed by, or leased to a current MJAI client on April 20, 2009
- 3) Be accident free from November 1, 2008 through March 31, 2009

Watch your mail for more details to come. Those of you who are signed up for our online training site will also receive more details by email.

Upcoming DOT Seminars

As a service to the trucking industry and the state trucking associations, MJAI loss control staff volunteer their time conducting DOT Compliance Seminars each year for the Ohio Trucking Association (OTA), Indiana Motor Truck Association (IMTA), and Mid-West Truckers Association (MWT). Registration is handled by the respective associations, and there are fees charged by the associations to attend these meetings.

In October Les Nugen and Jerry Ogle will be conducting DOT Compliance Seminars in Ohio for the OTA. For cost and registration information call 614-221-5375. Locations are as follows:

- 1) October 7 – Zanesville, OH
- 2) October 8 – Wilmington, OH
- 3) October 28 – Cleveland, OH
- 4) October 29 – Perrysburg/Toledo, OH



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In November the fun continues in Illinois for the MWT. For cost and registration information call 217-525-0310. Locations are as follows:

- 1) November 5 – Troy, IL (near St. Louis)
- 2) November 11 – Willowbrook, IL (near Chicago)
- 3) November 12 – Bloomington, IL

Driver Payroll Stuffers

Did you know that MJAI has more than 20 different payroll stuffers available to help with your safety awareness campaigns? We keep these payroll stuffers in stock on bright colored card stock paper. We also have all of the payroll stuffers available on our online training website.

If you download the files from the online site, the payroll stuffers will print three per sheet of paper. Then you can simply cut them apart and distribute them to your drivers. To access the payroll stuffers, login to the training website and go into the "Safety Management" portion of the site. Then click on the "Safety Awareness Campaigns" link to find the payroll stuffer files.

If you are looking for a topic that we do not have available please contact the loss prevention department and we would be happy to help put one together for you.

Are You Tracking Your Test Results?

One of the more popular services that MJAI offers is the mock DOT audit. Often times when we are conducting these audits we find where drug testing facilities have classified a drug and/or alcohol test incorrectly. For example, the test should have been classified as a pre-employment, follow-up, or some other type of test and the collector marked the test as a random test. This could lead to several different types of violations, all of which could impact your safety rating and cost the company money in fines during a real DOT audit.

If tests that were not actually random tests were counted into the total number of random tests for the year, the company may not meet the DOT minimum requirements for testing once those tests are reclassified the way they are supposed to be during the audit. Not conducting enough random tests usually results in at least a couple of thousand dollars in fines.

To prevent these and other mistakes from slipping through the cracks and causing problems we suggest implementing the following procedures:

- 1) Have the driver take a form to the collection facility that states what type of test is supposed to be conducted. Check our driver files for a form that can be used for this. (Drug or Alcohol Test



Notification form)

- 2) Review each chain of custody and test result notification form to make sure that the test is classified properly. If an error is found, contact the testing facility immediately and have them reclassify the test and send you corrected copies. Then keep the original test paperwork with the corrected paperwork for your records.
- 3) Track every test that is submitted so you have records to compare against the reports given to you by the collections facility and the laboratory. We have a spreadsheet on our online training site that is designed to help you with this. Go into the “Safety Management” portion of the site, and click the “Data Tracking & Analysis” link. Then open the file “Drug & Alcohol Testing Log”. This spreadsheet will calculate how many random tests you should conduct for the year, track how many random tests and other type of tests that have actually been conducted, and automatically complete most of your annual summary for you.
 - a. Compare these internal numbers against your semi-annual reports that you should receive from your laboratory. Again, if your numbers do not match their numbers make sure to get the records corrected to avoid costly violations later.

Upcoming Proposed Rules By FMCSA

The DOT plans to move up the release date for final rules dealing with hours of service and electric on-board recorders. These rules were slated to be released on December, but the White House does not want any significant final rules issued after November 1. The proposed release date for these two major topics of interest is now October 31.

Nothing that we have currently read leads us to believe that there will be any major changes proposed to the hours of service regulations that we currently have. As more details become available we will be sure to pass the information along to you.

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