



# MOUNTAIN MOBILITY

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**Buncombe County's  
Community Transportation System**

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## **Summary of Revisions to Mountain Mobility System Safety Program Plan (SSPP)**

**General Information Section/Appendix A** – This section was updated to add the Adoption of Policy signature page for signature by the Board Chairman. Also added was the N.C. Board of Transportation's resolution requiring all transit systems to have safety plans. The organizational chart for Mountain Mobility was revised to reference Buncombe County Planning Department positions responsibility for carrying out contract oversight and management reviews.

**Section 1/Appendix B – Driver/Employee Selection** – Appendix B was updated to include all interview/consent forms required by during the employment application process.

**Section 2/Appendix C – Driver/Employee Training** – This section and appendix were updated to clarify that both OSHA and Hazardous Material Safety and Communications training are provided to new hires. Camera operation and training frequency was added as well. Revised language to clarify that training is documented via Employee Training Record form in contractor's personnel records and Monthly Training Report provided to Buncombe County.

**Section 3/Appendix D – Safety Data and Acquisition** – This section was updated to add the name of the designated safety official at Mountain Mobility (position was vacant when last updated). Information on disposal procedures and location were added to the Bloodborne Pathogens Exposure Plan in Appendix D.

**Section 4/Appendix E – Drug and Alcohol Program** – No changes.

**Section 5/Appendix F - Vehicle Maintenance** – This section was updated to add the vehicle inspection form used by the County. Information on the contractor/drivers' daily vehicle inspection process was expanded and clarified.

**Section 6/Appendix G – Security** – This section was updated to clarify that the Workplace Security Assessment Form is used to document security assessments and how long the forms are retained.

**Appendix H – Management Review Process** – References to assessment of contractor(s) by the NCDOT or their designees were deleted where applicable in the SSPP text. The NCDOT evaluates the grantee, Buncombe County. It is the responsibility of the grantee to evaluate the contractor. The descriptions of reports and inspections were moved from each section to Appendix H. A checklist was added showing reports and inspections required by Buncombe County, as well as an example of the monthly Certification of Review form completed by County staff.