

LICKING VALLEY COMMUNITY ACTION PROGRAM, INC.
TRANSPORTATION
INCLEMENT WEATHER CONTINGENCY PLAN POLICY

Policy Description:

Licking Valley Community Action Program's transportation system is responsible for the safe operation and management of transportation services. Licking Valley C.A.P. will make every effort to operate transit services according to schedules. Inclement weather conditions may cause operation of vehicles to be unsafe, as our riders and employees are our first concern. The following guidelines apply in these situations:

1. As a general rule, the Transportation Supervisor will cancel LVCAP's transportation services in a county when the roads become hazardous for travel due to inclement weather.
2. LVCAP's Transportation Supervisor will make the determination by obtaining timely reports on weather conditions in the transportation delivery area. Licking Valley C.A.P. will use resources available to assess the weather conditions (i.e. local emergency agencies, radio reports, and driver reports to dispatch).
3. When localized inclement weather exists, LVCAP drivers may recommend to the dispatcher that all service or a particular route be cancelled stating reasons for such cancellations. While the Transportation Supervisor or the Executive Director in the absence of the Transportation Supervisor will make the final decision, the driver's recommendation will be considered.
4. Drivers will closely coordinate such service cancellations with the Dispatcher and LVCAP transportation clients.
5. The Dispatcher on duty will notify the appropriate radio stations about limited services and/or delayed schedule, telephone numbers issued by the Transportation Supervisor will be posted in assigned place.
6. When emergencies arise, LVCAP Transportation staff will give acute care clients (i.e. dialysis or cancer clients) the option to end their appointment early and return home by LVCAP vehicles before conditions worsen, or contact emergency units for the return transportation home.
7. During an emergency that causes a power/telephone outage, the Transportation Supervisor or the Executive Director will alert the HSTD Coordinator in Frankfort that the outage exists. Backup telephone numbers to relay urgent messages will be provided to the HSTD Coordinator.

LVCAP Transportation will be operating with limited services when roads are hazardous for travel. During inclement weather conditions, LVCAP will cancel services and/or operate on a limited basis. LVCAP will resume services on roads that are priority for snow removal and will resume regular services when all roads are clear and safe for travel.

During inclement weather conditions, LVCAP will operate under the Level System listed below:

Level 1 – Some isolated areas within counties of operation have hazardous weather conditions; there may be some delays in rural areas and services will continue only on the roads/streets that are priority for snow removal as they are made passable.

Level 2 – Some counties have hazardous conditions; service will be cancelled in these counties until roads are safe to travel. Only Acute Care Clients (i.e. dialysis or cancer clients) will be provided in those counties.

Level 3 – If the Commonwealth of Kentucky declares a State of Emergency, LVCAP will not operate and the LVCAP office will not be fully staffed under these conditions. Acute care clients will need to listen to the local radio stations and call their local emergency units for assistance.