

Rideshare Review

A bimonthly publication from Capitol Rideshare

November/December 2020



Revised statewide remote work policy issued

Updated training materials, remote work agreement coming in January

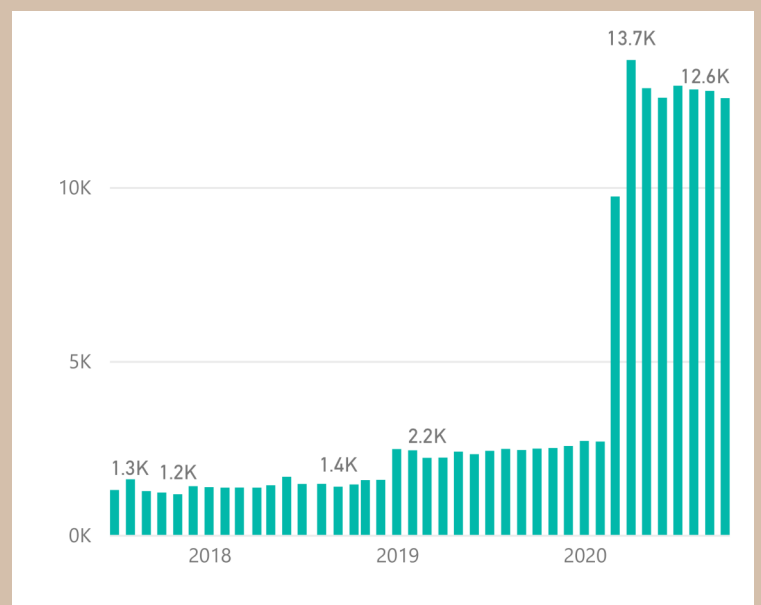
Prior to the COVID restrictions that sent many employees home to work, the state's telework program was a management option that agencies could use to help reduce their employees' commutes to work (specifically, drive-alone trips). The efforts to reduce employees' solo drives to work are mandated under the [state's air quality laws](#) and measured each year via the annual travel reduction survey. An executive order issued in 2003 set a goal of 20 percent telework participation among state employees working in Maricopa County. Capitol Rideshare staff has tracked telework participation to measure the progress toward that goal.

Much has changed since then and agencies and employees have adapted accordingly. In Maricopa County, more than 12,000 (~56 percent) state employees have been working remotely since Governor Doug Ducey issued his Safer at Home executive orders in March. Including the rest of the state, about 15,000 state employees are working remotely. Recognizing the need to implement changes to a program designed for employees to telework one or two days per pay period, the Arizona Department of Administration (ADOA) recently issued a [revised remote work policy](#), which replaces the telework policy issued in 2012. The new policy is more flexible and provides links to additional resources. The new policy encourages state agencies to develop their own internal remote work policies and/or procedures; many agencies have.

Staff is currently working to update the computer-based training (CBT) and the remote work agreement and planning guide. The training material revisions will reflect the policy changes. These updated materials will be released in late January 2021.

State teleworkers, July 2017—Oct. 2020

(Maricopa County)



Contact:

Capitol Rideshare
100 N. 15th Ave.
Suite 401
Phoenix, AZ 85007
602.542.RIDE
RideshareHelp@azdoa.gov
CapitolRideshare.az.gov

Valley Metro service and information updates

Starting Tuesday, December 9, the following Rt. 685 trips are suspended until January 5, 2021.

- 1:48 a.m. northbound from Ajo Transportation Center
- 5:15 a.m. southbound from Desert Sky Transit Center
- 2:19 p.m. northbound from Ajo Transportation Center
- 7:00 p.m. southbound from Desert Sky Transit Center

Proposed April 2021 Service Changes:

Valley Metro is proposing service changes to multiple routes and Express service that, if approved, will take effect on April 26, 2021. This includes commuter service on Routes 514, 520, 521, 522. Summary of proposed route changes:

- Frequency Modification: 108
- Route Elimination: 520
- Route Extension: Avondale Zoom, 50
- Route Modification: 32, 40, 68CM, 72, 514, 521, 522

Reminder: Valley Metro is [requiring all riders to wear face coverings](#) on all public transit services. This includes on-board vehicles and at stops, stations and transit centers. Children under the age of two should not wear face coverings, as well as those with medical conditions preventing them from wearing masks. For all service updates related to COVID-19, please visit valleymetro.org/COVID19.

Emergency Ride Home: Sign up now for the Commuter Club Powered by RideAmigos to receive this benefit; don't wait for an emergency!

Employees who use an alternate mode at least twice per week—carpool, transit, telework, compressed work week, electric vehicle, biking or walking—are eligible for free membership in Commuter Club. The primary benefit of Commuter Club is to offer employees who use alternate modes of transportation a free emergency ride home (ERH), up to twice per fiscal year, for unexpected emergencies. Examples of qualifying emergencies include medical emergency, family emergency or the commuter's carpool driver unexpectedly left early. ERH will return the employee to their car or their home. **Please note: you must have a Lyft account to self-dispatch the ERH;** Capitol Rideshare provides a voucher credit to pay for up to \$50 for an emergency ride (this will not cover a driver tip). For more information regarding the Emergency Ride Home Program, be sure visit the [Commuter Club page](#) online.

Have a Commuter Club account and want to know how to use this service? Follow the [link to watch a quick tutorial video](#) for self dispatching an emergency ride home.

Please do not use this service if you have COVID-19 symptoms; see [Lyft's safety bulletin](#) for more information.

Discounts to replace wood-burning fire pits!

A combination of wood burning and stagnant weather conditions can create poor air quality during the winter season. In an effort to reduce smoke produced by outdoor wood burning fire pits, the Maricopa County Air Quality Department has created a Propane Fire Pit Program in partnership with the Arizona Propane Gas Association and Home Depot. The program provides a \$75 voucher for the purchase of a propane fire pit at Home Depot. The program is available to all Maricopa County residents. Limit of one voucher per household every three years. Vouchers can only be used for outdoor propane fire pits. For more information, please visit the [Propane Fire Pit Program website](#).

Congratulations to our RideAmigos contest winners!

Capitol Rideshare launched the RideAmigos monthly contests this summer—and employees are logging trips, earning points and redeeming the points to enter contests to win prizes! Below are the users who were randomly selected via the RideAmigos gamification module.

Members of [Commuter Club](#) are eligible to join the fun and start redeeming their points for the chance to win a gift card! Here's how it works:

1. Log your alternate modes and collect your points.
2. Once you have at least 100 points, scroll to the bottom of your dashboard to your My Rewards section. Click on RideAmigos Sign Up and Trip Logging Points.
3. Under your points total, click on Show Details and Inventory.
4. The dashboard expands to show you the awards available to you and the points required to enter the drawing.
5. Click on the drawing you wish to enter. If you have the points available, you can redeem points for up to three entries. Example: If you have a points balance of 300 and each entry is 100 points, you can redeem the balance of your points for three drawing entries.

Start redeeming your points today—and if you haven't started logging your trips, get started! You can log previous trips up to 30 days! **If you need help learning how to log trips, please visit the FAQs linked on [Capitol Rideshare's RideAmigos information page](#).**

October winners	Agency
Charmaine Vallado	Dept. of Child Safety
Robin Beindorf	Dept. of Education
Desiree Fizer	Dept. of Revenue
Tammy Seilheimer	Auditor General's Office
Jennifer Widlowski	Dept. of Environmental Quality
Katie DiTullio	Dept. of Education
Laurie Sherrill	Dept. of Environmental Quality
Michelle Carella	Dept. of Revenue
Melanie Lam	Dept. of Economic Security
Andri Murrock	Dept. of Public Safety
Caroline Shaffer	AHCCCS
Susanne Shurtz	Dept. of Public Safety
Wayne Miller	Dept. of Environmental Quality
Nicole Kelsheimer	Dept. of Education
Jennifer Forschino	Dept. of Health Services
Monica Magoon	Office of Economic Opportuni-
Leslie Jhung	Attorney General's Office
Dee Woodard	AHCCCS
Danette Hernandez	Dept. of Economic Security
Hannah Rodriguez	Dept. of Education

November winners	Agency
Douglas Ulmer	Registrar of Contractors
Robin Beindorf	Dept. of Education
Stephanie Chambers	Board of Nursing
Mandi Bradley	Dept. of Revenue
Sangita Shukla	Dept. of Economic Security
Samantha Maynard	Dept. of Economic Security
Michelle Carella	Dept. of Revenue
Danette Hernandez	Dept. of Economic Security
Kathleen Morris	Auditor General
Emilie Steinhoff	Dept. of Administration
Deborah Kimmick	Industrial Commission
Joseph Callahan	Supreme Court
Rand Rosenbaum	Supreme Court
Barbara Budde	ADOT
Nidhi Krishna	AHCCCS
Karen Williams	Attorney General
Tammy Seilheimer	Auditor General
Shiela McCurdy	ADOT
John Theisen	Dept. of Corrections
Mark Walsh	AHCCCS

Coordinator's Corner

Virtual New Hire Kits online

In November, staff sent out a link to a [virtual new hire kit](#). This includes PDF documents of the materials you have been including in your new hire kits: the Capitol Rideshare trifold brochure, the Platinum Pass transit brochure and application and the 2021 Capitol Rideshare payroll calendar. These materials were previously available electronically, but these are now compiled in a single page with a menu link in the travel reduction coordinators section of the Capitol Rideshare website. Please use these materials if your agency is onboarding employees virtually.

If your agency is continuing to onboard new employees in the agency offices, please continue to use the printed materials.

Please email RideshareHelp@azdoa.gov with your request if you need supplies.

Annual Travel Reduction Survey is coming soon!

The Annual Travel Reduction Survey is right around the corner! In January, Capitol Rideshare staff will be reaching out to you to update the employee counts for the upcoming annual Travel Reduction Survey. You will be asked to review the information extracted from HRIS to confirm the employee count by location. The employee/location counts must be as accurate as possible to ensure accurate survey results. You will need to note if your agency has had address changes in 2020. Capitol Rideshare staff also will provide a survey schedule and updated training prior to the survey launch. Staff will provide support throughout the survey process, including sending status reports for your agency's progress.

Capitol Rideshare is administered by the Arizona Department of Administration Human Resources Division; it is funded by the Federal Highway Administration through the Maricopa Association of Governments and by the Arizona Department of Environmental Quality.

Editor: Mary Marshall

Reminders & Notes

Capitol Rideshare 2021 Calendars available for current members of Commuter Club

Staff distributed the [Capitol Rideshare 2021 payroll calendars](#) to agency travel reduction coordinators for distribution to members of the Commuter Club. Staff provided a distribution list to the coordinators at each agency. Please request them from your agency's coordinator—Capitol Rideshare will not fulfill individual requests.

Be sure to display your parking permit

Only vehicles with current Capitol Rideshare parking permits may park in the designated Capitol Rideshare carpool parking spaces. Capitol Rideshare sent the 2021 blue renewal stickers to each agency coordinator to distribute to their respective permit holders. Please contact your agency travel reduction coordinator for a sticker or send an email to RideshareHelp@azdoa.gov.

Enter Valley Metro's art contest by Dec. 31!

Share your creativity and participate in Valley Metro's Go Getty with Artsline contest through December 31. Valley Metro wants you to recreate station art that can be found at valley light rail stations. Use the [interactive maps](#) for inspiration at home. Post your recreations on Instagram or Facebook using [#gogettywithartsline](#) and [#valleymetro](#) for your chance at prizes. Winners will receive an Artsline swag bag, including a new shirt and sticker designed by their [Spotlight Artist Tato Caraveo](#). Go to the [Artsline page](#) for more details.

Valley Metro Holiday Schedule

The holidays will soon be here; please be sure to check [Valley Metro's service schedule](#) to view this year's bus holiday hours if taking transit.



**CAPITOL
RIDESHARE**

Ride smarter. Breathe easier.