



**OC RIDESHARE PROGRAM**

**On-site Coordinator  
Update**

# OC Rideshare Program Goals

- **Provide commuter assistance to all County and Court employees, increase the average vehicle ridership of the home-to-work commute, and cost-effectively comply with SCAQMD regulations.**

# Major Program Elements

- 1. Management and Support**
- 2. Outreach and Education**
- 3. Assistance and Services**
- 4. Startup and Ongoing Incentives**

# 1. Management and Support

- Managed by County Executive Office-HRS
- Rideshare Office in Building 10
- Manager's Rideshare Web Page
- On-site Coordinators @ Larger Locations

# Manager's Rideshare Tools

## (Webpage)

### Overview of Rideshare Program

[Executive Summary](#)

[PowerPoint Presentation](#)

[Presentation Handouts](#)

[Program Guidelines](#)

### Important Forms

[All-in-One Incentive Application](#)

[Payroll Deduction Authorization Form](#)

[Guaranteed Ride Home Form](#)

[Managers Material Order Form](#)

### All Employee Transportation Survey

[Overview of On-Line Survey](#)

[FAQs](#)

[Hardcopy Version of Survey](#)

[Printable Survey Poster](#)

### On-site Coordinator Resources

[Carpool Classifieds Listing](#)

[On-site Coordinator Training PowerPoint](#)

[Printable Rideshare Posters](#)

[Vanpool Presentation](#)

# On-site Coordinators

- **Annual Update Training**
- **Post Fliers**
- **Help Coordinate Small Events**
- **Assist Employees or Refer to Rideshare Office**

## **2. Outreach and Education**

- **Quarterly e-Newsletter**
- **New Hire Orientations**
- **Special Events and Presentations**
- **Articles in The County Connection**
- **SharePoint Banners**

# Quarterly e-Newsletter



**OC Human Resource Services**  
 Publishes the quarterly  
**OC Commuter** newsletter.  
 Learn about alternatives!

More info on the  
 Club Rideshare Incentives [➤](#)

**OC Commuter**

1st Quarter 2016

## Are You Ready for an Active Commute?

Inside this issue:

Are You Ready for an Active Commute?	1
The First Earth Day was 46 Years Ago!	2
May is National Bike Month - Get Wheeling!	2
Other Resources for Bike Month	2
New Features to the OC Rideshare Program	3
Ready for a Plug-in Vehicle?	3
"Tell-Us-Your-Story" Winner	4
OC Streetcar	4

Energize your workday by starting it with an active commute. If it is difficult for you to fit exercise into your busy schedule, try walking or bicycling to and from work. It is the healthy, easy way to be more physically active. Besides saving on fuel costs and reducing environmental pollutants, creating a habit of active commuting boosts fitness, makes you feel better and could protect you from heart disease, obesity and excessive stress.

This is what your coworkers are saying about their active commutes:



*"Using the carpool system through the County has not only allowed me to save money on gas, but it has also given me the opportunity to get to know my co-worker. I have also picked up a new hobby of cycling. I have lost about 25*

*pounds and enjoy riding my bike 16 miles to work."* Adam Herrera, OCSD



# 3. Assistance and Services

- [www.ocgov.com/hr/rideshare](http://www.ocgov.com/hr/rideshare)
- Message Center = 714-647-1931
- [rideshare@ocgov.com](mailto:rideshare@ocgov.com)
- Guaranteed Ride Home
- Carpool / Vanpool Match List
- Commuter Choice Program

# HRS Rideshare Web Page

The screenshot shows the OC.gov Human Resource Services website. The header includes the OC.gov logo, a search bar, and navigation links for Job Opportunities, HR Resources, Employee Benefits, Classification, Employee Relations, EEO, How Do I, and Contact Us. The breadcrumb trail indicates the current location: Human Resource Services > HR Resources > Rideshare. The main content area features a 'RIDESHARE' section with a list of links: Rideshare Home, Applications & Forms, Commuter Useful Links, Display Rack Locations, Incentive Programs, Manager's Rideshare Tools, Newsletters, Rideshare Events, Rideshare Modes, and Contact Rideshare. Below this is a 'POPULAR' section with a list of links: County Employment - Jobs, Class Specifications, County Employment - How to Apply, County Employment - FAQs, Pay & Holiday Schedule, Benefits Overview, MOUs, Salary Schedules, Student Internships, Title Schematics, Volunteer Opportunities, and a 'RESOURCES' section with links for Employee Resources, Career Path Tips, County Employment - Salary Schedules, and County Employment - Schedules. The 'Rideshare' section includes a photo of a group of people and text explaining the program's purpose, available modes, and contact information. A circular logo for the OC Rideshare Program is also visible, featuring the text 'CARPOOL', 'VANPOOL', and 'BUS' around a central graphic.

# Commuter Choice Program

- **Purchase fare through the payroll deduction process**
  - Bus, train and/or vanpool
- **Reduces taxable income**
  - Up to \$255 per month
- **Fare media mailed to personal mailing address**

# 4. Incentives

- **Try-Transit-On-Us**
- **Start-A-Vanpool**
- **Get-A-Charge-On-Us**
- **Club Rideshare Registration**
- **Club Rideshare Membership**

# Try-Transit-On-Us

- **Three-tiered Reimbursement**
  - 75% month one
  - 50% month two
  - 25% month three
- **New transit riders**
- **Must send in receipts**
- **Reimbursed on paycheck**



# Start-A-Vanpool

- **\$300 to person leasing the vanpool vehicle @ 3 months and again @ 6 months**
- **At least 4 County or Court employees in the vanpool**
- **Club Rideshare Enrollment**



# Get-A-Charge-On-Us

- **\$100 to the person leasing or purchasing an electric vehicle to commute to work.**
- **Apply within 90 days of purchase or lease.**



# Club Rideshare Registration

- **Rideshare 20 times in 90 days**
- **Track all 20 rideshare dates**
- **\$40 (one-time only \*)**
  - **\*Not available if you have already received Start-A-Vanpool incentive or Try-Transit-On-Us or Get-A-Charge**
- **\$15 annually, \$10 for referrals**



# Club Rideshare Membership

- **Monthly drawing winners (3 x \$25)**
- **Monthly e-Bulletin to all members**
  - **Fun events or contests**
  - **OCTA, Metrolink, vRide, Enterprise announcements or alerts**
  - **Member highlights**



# On-line Forms

- **For Most Incentives**
  - All-In-One Form
- **For Commuter Choice Program**
  - Voluntary Payroll Deduction Authorization Form
- **For Guaranteed Ride Home**
  - GRH Reimbursement Claim Form

# Other Incentives

- **Funded by OCTA**
  - \$400/Mo. Vanpool Lease Reduction
- **Funded by RCTC/SANBAG for Inland Empire commuters only**
  - \$2 / day first 3 months of ridesharing
  - Special application required



**Awards from AQMD, OCTA, OC Business Council and BWC Designation**