

# THE BUS STOPS HERE



*Safety Newsletter*

December 8, 2023



SUFFOLK TRANSPORTATION SERVICE, INC

SUFFOLK BUS CORP.



**ANNUAL HOLIDAY FOOD DRIVE:** A reminder that our annual holiday food drive begins on Monday, 12/11, and will run through Friday, 12/15. We appreciate your generosity in giving to those in need.

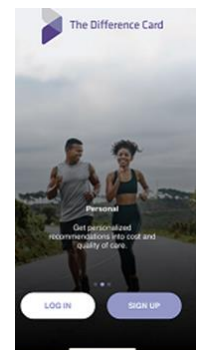
**JANUARY REFRESHER SCHEDULE:** The following is the schedule for January refreshers. Registration will open Monday, 12/11, in My Parking Space. Click on "MY CLASSES", click on "UPCOMING" and choose the class of your choice. Please make sure you choose the CORRECT LOCATION - Saxon, 1780 Smithtown Ave. or Coram.

Please note if you have a mid-day or late run, sign up for a class on Martin Luther King Day when school is closed. To be in compliance you must attend the full 2-hour class. It is courteous of your fellow employees and the instructor to be on time for the class.

January 8, 2024	Monday	10:00 AM	1780 Smithtown Ave.
January 8, 2024	Monday	10:30 AM	Coram
January 9, 2024	Tuesday	10:00 AM	Coram
January 9, 2024	Tuesday	10:30 AM	1780 Smithtown Ave.
January 10, 2024	Wednesday	10:00 AM	Saxon
January 10, 2024	Wednesday	10:30 AM	Coram
January 11, 2024	Thursday	10:00 AM & 5:30 PM	Coram
January 11, 2024	Thursday	10:30 AM & 5:30 PM	Saxon
January 15, 2024 (MLK)	Monday	8:30 AM	Coram
January 15, 2024 (MLK)	Monday	9:00 AM	1780 Smithtown Ave.
January 16, 2024	Tuesday	10:00 AM & 5:30 PM	1780 Smithtown Ave.
January 16, 2024	Tuesday	10:30 AM & 5:30 PM	Coram
January 17, 2024	Wednesday	10:00 AM & 5:30 PM	Saxon

**PARATRANSIT DRIVER OPENINGS:** Our Paratransit Dept. has several openings for drivers. This position operates 52 weeks per year, and must have 1 year of passenger experience. Para drivers work a 40-hour work week. The program operates 7 days a week both day and night. For more information or if interested, please e-mail Jhanella Orellana at [jorellana@suffolkbuss.com](mailto:jorellana@suffolkbuss.com) or apply on MPS under "JOBS".

**DIFFERENCE CARD UPDATE:** By now employees with Company health insurance should have received their Difference Card in the mail. You must activate your card by calling the 888 number on the card. If you have a family plan, members of your family **do not** have to activate their Difference Card. Once you as the employee activate your card, your family members will automatically be activated. Please note when asked for your User ID number, you can enter either your SS number without any spaces or dashes OR the number on front of the card. Follow all prompts. When completed you will be provided with a unique Personal Identification Number [PIN]. Once you have activated your card, you must go online or on your mobile device to register for an account. If you are unable to register or if you receive an error message, it may be due to an incorrect phone number in the system, in which case you will need to call the number on the card for further assistance.



This week's Facebook spotlight is Anna Paradiso, HR Associate at 10 Moffitt Blvd.

*"Doing your best at this moment puts you in the best place for the next moment."*