

# Iowa State University Transportation Services Newsletter

January 2019

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## Mission Statement

*Transportation Services' mission is to provide safe, economical, and appropriate transportation to Iowa State University faculty and staff to perform their official duties.*

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6:15 AM - 5:00 PM Monday-Friday

## Winter Driving Tips

Iowa blows in a challenging mix of wind, ice, and snow every year when the winter months come around. Changing driving habits during the winter months is of the utmost importance. Following these tips will help ensure everyone arrives to their destination safely.

### ⇒ Take more time

Driving on snow and/or ice covered roads means the vehicle is not able to stop as quickly as expected. Allow more space between vehicles to provide extra time to slow down or stop. Slowly accelerating and decelerating keeps the vehicle in control.



### ⇒ Shut off cruise control

Cruise control does not have the ability to control the vehicle in substandard conditions. A driver has the cognitive ability to adjust on slick roads where a set speed does not. Any technology the vehicle has, such as traction control or auto-braking, should be used as a back-up to the driver's ability. Turning on headlights, even in the daytime, will help other drivers see you.

### ⇒ Avoid drowsy driving

As conditions deteriorate the awareness of the driver needs to go to full alert. Drowsy driving causes the driver to pay less attention to the road and increases their response time in an emergency situation. The National Highway Traffic Safety Administration estimates that drowsy driving was responsible for 90,000 crashes, 41,000 injuries, and more than 800 deaths in 2015.

### ⇒ Pack an emergency kit

If there are any problems you want to be prepared. The Iowa DOT recommends including a fully charged cell phone and charger, a blanket, booster cables, a first aid kit, food and fresh water in your vehicle. Do not leave the water in your vehicle or it could freeze.

Transportation Services provides Iowa State University staff and students with a safe, reliable vehicle for your business purpose. We ensure each vehicle has an ice scraper and a full tank of fuel upon departure. If you have any problems while on the road, a "What to do in case..." packet is in the glove box of each vehicle. If you require further assistance, please call our office and one of our staff would be happy to help you.

References

Gray-Fisher, D. (2009, December 4). Winter Weather on the Horizon. Retrieved from

<https://www.news.iowadot.gov/newsandinfo/2009/12/winter-weather-on-the-horizon-.html>  
NHTSA. (2018). Drowsy Driving. Retrieved from <https://www.nhtsa.gov/risky-driving/drowsy-driving>

## Staff Spotlight Jeremey Hurley

Though you may not see his face very often, Jeremey Hurley is a welcome addition to the Transportation Services team. He came to Transportation Services in July 2018 after ten years of experience in logistics shipping and receiving. As a Mechanic's Assistant, Jeremey's position is a jack-of-all-trades. Jeremey works in our clean-up shop with colleague Ryan Christensen, cleaning and preparing Iowa State University vehicles for their next reservation. Jeremey helps our customers with hooking up trailers, assisting at the fuel pump and with minor vehicle repairs. Along with their regular duties, Jeremey and Ryan supervise the students who work alongside them.

In September, Transportation Services began partnering with Project SEARCH, a program that provides on-the-job training opportunities to young adults with disabilities. Jeremey has been an active part of this process, introducing the two interns that have come to

work at Transportation Services to many of the tasks he does every day. With Jeremey's tutelage the interns have learned how to detail cars, read the vehicle schedule, and provide station maintenance such as filling washer fluid tanks and cleaning the car wash.

Outside of work, Jeremey enjoys sports, camping and working out. His favorite is playing slow-pitch softball on three to four teams every summer, filling his weekends with tournaments. Two fun facts about Jeremey is he has a twin brother that looks nothing like him, and both of his parents work at Iowa State University.

When asked about what he likes best about Transportation Services, Jeremey said, "the people are pretty awesome." He stated it is the first job he has enjoyed working at, and feels excited to come to work each day.



## Kiosk Tips and Tricks The Return Process

Returning a vehicle at our kiosk is simple and easy, and is available 24 hours a day, seven days a week. Follow these tips in order to make your return faster:

- ⇒ **Bring the correct mileage and parking stall number with you to the kiosk.**  
*Use of a phone camera or notes app is perfect for this. Mileage inaccuracies and typos at the kiosk creates errors in your billing.*
- ⇒ **Insert the card holder first with the hole facing up. Then insert the small silver key. Turn key a quarter turn to the right to complete.**  
*ALL parts of this step must be completed before the vehicle will be considered returned. You will receive an email when the vehicle is successfully checked in. Contact our office if you have troubles during check-in and we will be happy to help you.*
- ⇒ **Remember to refuel the vehicle at the Transportation Services fuel station on Haber Road.**  
*Failure to refuel will be charged \$25.00 upon return. Refueling on campus saves the university money, and returning the vehicle at the same location will save you time.*

A visual step-by-step guide of the check out and return procedures is located on the kiosk key box. For full instructions on how to return your rental, please visit our quick kiosk training video on our website. Our staff is available to come to your location and provide a presentation to your staff, please contact [Kathy Wellik](#) or [Teri Jensen](#) for details.



After many years of faithful service, starting **February 1** the outdoor key drop box (above) will be removed. A new indoor Night Drop is available inside the vestibule opposite the kiosk for Student Organizations and manual key returns (below).