



UPCOMING CUSTOMER DOWN TIME

Below are the anticipated customer summer shutdown dates, all are subject to change. During shutdown, there will not be idle/guarantee pay. If you would like to take off during shutdown, you must request the time off in Paycom. Shutdown is the time to schedule appointments, vacations, etc. Please continue to check emails and or call for your schedule if you have any questions.

Ford Downtime

LAP - Down 6/28 - 7/6, return 7/7

KTP - Down 6/30 - 7/6, return 7/7

MAP - Down 6/30 - 7/6, return 7/7

OHAP - Down 6/28 - 7/6, return 7/7

Detroit Chassis - Down 6/28 - 7/6, return 7/7

Rouge - Down 6/28 - 7/6, return 7/7

GE Downtime

AP 1 - dates pending

AP 3 - dates pending

AP 5 - Down 6/30 - 7/3, return 7/7

Roper - Down 6/30 - 7/4, return 7/7

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Happy Birthday!

Donnie Erkenbrecher - 6/21
Kindy Townsend - 6/23
Tony Gray - 6/24
JP Smith - 6/25
Joey Schroeder - 6/27
Don Jackson -6/28
Cliff Stanley - 6/30
Matt Connelly - 6/30
Glenn Bridwell - 7/1
Jim Wolf - 7/2
Joe Walker - 7/2
James Craven - 7/2
Brahim Sadou - 7/4

Happy Anniversary!

Richard Price 6/22 - 5 years
Thomas Hardy 6/27 - 3 years
Dan Gilton 6/29 - 10 years
David Landers 6/29 - 5 years
Brian Menges 6/29 - 5 years
Jerome Gray 6/30 - 10 years
Mark Grether 7/1 - 12 years
Dwayne Lush 7/2 - 27 years



GEIL LANE YARD AND FACILITIES

There has been an uptick in trash being found around the Geil Lane terminal, inside and out. Please do your part to keep our facilities clean and throw away your trash in a trash can or the dumpster. All trash in the dumpster must be bagged. Thank you for your attention to this matter and helping to keep our facilities clean for everyone.

PAYCOM SCHEDULE EMAILS

If you do not receive an email and/or there is not a schedule for you in Paycom, and you have not requested time off that has been approved, it is your responsibility to contact dispatch to check your schedule. Please do not assume you are off. If you are scheduled and do not come in, it will count as an occurrence, and you will lose your monthly performance bonus. If you believe something does not look right or have any questions, contact dispatch immediately for clarification.

TOLL PASSES IN TRUCKS

Do not remove the toll passes from the trucks. Toll transponders are license plate specific. They are not interchangeable. If they are not in the correct truck, they will not read, and the truck will not be admitted through the toll plaza without payment from the driver. If the truck you are driving does not have a toll pass, please contact dispatch immediately.

SHARONVILLE YARD TRAILER PARKING

Please park all trailers inside of the designated trailer spaces. Do not park any trailers in the fuel island lanes. This causes unnecessary congestion and raises the chances of preventable accidents. If you have any questions on where to park equipment, please contact Cliff. Failure to park trailers in the correct spots will result in the loss of your monthly performance bonus.

ATTENTION ALL CDL HOLDERS

If you have a DOT physical or a CDL coming due you must renew 30 days or more in advance. You can make an appointment to renew your DOT Physical with the onsite nurse practitioner on Mondays at the main office in Louisville. Louisville based drivers may also renew at Baptistworx or Concentra. Sharonville, OH or Newport, MI based drivers you must renew your DOT physical at Concentra. If you need or want to use Concentra, call Paula at 2760 for authorization at a Concentra location. Morristown, TN drivers you must renew at Health Star in Morristown or Talbott, appointments are required. When you renew your physical, your CDL or if you will be delayed in renewing, please notify Paula at extension 2760.

DRIVER REFERRAL BONUS

We are hiring and need your help finding good, quality Driver candidates that meet the following qualifications:

Positive Attitude, Time Oriented/Reliable, Team Player, Strong Work Ethic, Attention to Detail, and Safety Oriented

If you refer someone and they are hired, you will receive a \$2000 referral bonus paid over the course of a year (\$500 per quarter). The new hire must remain employed for the entire span of the year for you to receive your full bonus. See below for the pay structure:

1st pay period after 90 days \$500

1st pay period after 180 days \$500

1st pay period after 270 days \$500

1st pay period after 360 days \$500

PAYCOM'S "ASK HERE"

Did you know that Paycom offers an "Ask Here" option where employees can ask company-related questions through the Paycom application?

To begin a conversation, log into Paycom and select the question mark icon, then select "New Message". Select from the list of question categories, complete the submission form, then submit. Your submission goes straight to Human Resources and will be answered as quickly as possible.



