

Salt Lake County Fleet Management Board Meeting

MINUTES #4

DATE:
SEPTEMBER 20, 2023

Time: 11:00 A.M.

Anchor Location:
Fleet Management Conference Room
7125 S 600 W
Midvale, UT 84047

Or email mterry@slco.org for a link to join the meeting electronically.

Salt Lake County Ordinance: [Salt Lake County Ordinance 2.40 – Fleet Management Board](#)
Salt Lake County Policy: [Salt Lake Countywide Policy 1350: Vehicle Policy](#)

MEETING CALLED BY	SCOTT BAIRD, CHAIR SALT LAKE COUNTY FLEET MANAGEMENT BOARD
TYPE OF MEETING	SALT LAKE COUNTY FLEET MANAGEMENT BOARD
MINUTES TAKEN BY	MIKE TERRY
FLEET BOARD CHAIRMAN	SCOTT BAIRD
FLEET BOARD VOTING MEMBERS	<p>SCOTT BAIRD – VEHICLE USING REPRESENTATIVE, CHAIR DARRIN CASPER – MAYOR’S FISCAL STAFF REPRESENTATIVE WAYNE CUSHING – TREASURER’S OFFICE REPRESENTATIVE DAVID DELQUADRO – COUNCIL STAFF REPRESENTATIVE KARI HUTH – SHERIFF’S OFFICE REPRESENTATIVE BRAD PARK – VEHICLE USING REPRESENTATIVE STEVE SALTZGIVER – PUBLIC REPRESENTATIVE</p> <p>***ALTERNATES LISA VAN BUSKIRK – VEHICLE USING ALTERNATE PHIL CONDER – TREASURER’S OFFICE ALTERNATE CATHERINE KANTER – VEHICLE USING ALTERNATE JILL MILLER – MAYOR’S FISCAL STAFF ALTERNATE RICHARD MORSE – SHERIFF’S OFFICE ALTERNATE MITCH PARK – COUNCIL STAFF ALTERNATE</p>
EX OFFICIO, NON-VOTING MEMBER	JARED SMITH - RISK MANAGEMENT REPRESENTATIVE
FLEET STAFF	<p>GREG NUZMAN EVAN HARRISON MIKE STUERTZEL MIKE TERRY</p>

GUESTS	KUNBI ADEKUNLE DUKE JOHNSON AMY MCCORMICK KADE MONCUR DAVID PENA THOMAS STEFFEY
MEMBERS NOT IN ATTENDANCE	BRAD PARK

AGENDA ITEM #1	WELCOME AND INTRODUCTIONS	SCOTT BAIRD
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AGENDA ITEM #2	APPROVAL OF THE MINUTES FROM JUNE 14, 2023	SCOTT BAIRD
ACTION ITEM		
MOTION	KARI HUTH	
SECOND	STEVE SALTZGIVER	

NOTES

A MOTION WAS MADE BY KARI HUTH AND SECONDED BY STEVE SALTZGIVER TO APPROVE THE MINUTES. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #3	REQUEST FROM PLANETARIUM FOR STEAM CURRICULA VAN	DUKE JOHNSON
ACTION ITEM		
MOTION	KARI HUTH	
SECOND	STEVE SALTZGIVER	

NOTES

DUKE JOHNSON EXPLAINED THAT THIS WOULD BE A NEW VEHICLE TO BETTER SERVE THE PLANETARIUM'S GOAL OF GETTING OUT INTO THE COMMUNITY AND PROVIDING EDUCATIONAL OPPORTUNITIES TO THE PEOPLE THEY SERVE. THEY HAVE ADDED THE VEHICLE TO THEIR BUDGET AND HOPING TO GET IT FUNDED. IT WOULD BE INCLUDED IN THE REPLACEMENT FUND GOING FORWARD IF APPROVED.

A MOTION WAS MADE BY KARI HUTH AND SECONDED BY STEVE SALTZGIVER TO APPROVE THE PURCHASE OF THE VEHICLE CONTINGENT ON THE FUNDING BEING APPROVED IN THEIR BUDGET. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #4REQUEST FROM FLOOD CONTROL FOR
(2) F350 CREW CAB TRUCKS

KADE MONCUR

ACTION ITEM

MOTION

STEVE SALTZGIVER

SECOND

DAVID DELQUADRO

NOTES

KADE MONCUR EXPLAINED THAT THESE TRUCKS ARE INTENDED FOR NEW EMPLOYEES IN FLOOD CONTROL AND ARE CONTINGIENT ON BUDGET APPROVAL OF BOTH HIRING THE NEW EMPLOYEES AND THE FUNDING FOR THE TRUCKS. THE TRUCKS WOULD BE ADDED TO THE VEHICLE REPLACEMENT FUND IF APPROVED.

STEVE SALTZGIVER ASKED WHAT THE DETERMINING FACTOR WAS FOR CHOOSING F350 TRUCKS INSTEAD OF SMALLER F150 TRUCKS. KADE MONCUR EXPLAINED THAT THE TRUCKS ARE NOT ONLY FOR TRANSPORTING EMPLOYEES, BUT THEY ALSO TOW LARGE PIECES OF EQUIPMENT AND A LARGER TRUCK IS NECESSARY FOR THAT.

WAYNE CUSHING ASKED IF THE FTES HAD ALREADY BEEN APPROVED. KADE MONCUR INDICATED THAT THE FTES ARE PART OF THE 2024 BUDGET, AND IF THEY ARE NOT APPROVED THE REQUEST FOR THESE TRUCKS WILL BE WITHDRAWN.

DAVID DELQUADRO ASKED WHAT THE AVAILABILITY OF THESE TRUCKS WOULD BE GIVEN THAT PORTIONS OF THE AUTO WORKERS WERE ON STRIKE. EVAN HARRISON RESPONDED THAT EVEN WITHOUT THE STRIKE WE'RE STILL LOOKING AT 6-12 MONTHS FOR THE TRUCKS TO ARRIVE, AND DEPENDING ON THE LENGTH OF THE STRIKE IT COULD TAKE MUCH LONGER. EVAN INDICATED THAT THEY HAVE BEEN FORTUNATE TO PICK UP A FEW VEHICLES THAT OTHER AGENCIES HAD CANCELLED THEIR ORDERS AND THE VEHICLES WERE OFFERED TO THE COUNTY.

A MOTION WAS MADE BY STEVE SALTZGIVER AND SECONDED BY DAVID DELQUADRO TO APPROVE THE PURCHASE OF THE VEHICLES CONTINGENT ON THE FUNDING BEING APPROVED IN THEIR BUDGET, AND THE APPROVAL OF HIRING FTES. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #5REQUEST FROM FLOOD CONTROL TO UPGRADE
FROM PASSENGER VAN TO F350 CREW CAB
TRUCK

KADE MONCUR

ACTION ITEM

MOTION

WAYNE CUSHING

SECOND

DAVID DELQUADRO

NOTES

KADE MONCUR EXPLAINED THAT THE INMATE WORK VAN THAT THEY HAVE IS NO LONGER NEEDED DUE TO THE CANCELLATION OF THE INMATE WORK PROGRAM. THEY WOULD LIKE TO UPGRADE FROM THE VAN TO AN F350 TRUCK TO PERFORM THEIR WORK PROJECTS.

A MOTION WAS MADE BY WAYNE CUSHING AND SECONDED BY DAVID DELQUADRO TO APPROVE THE UPGRADE AND PURCHASE OF THE VEHICLE. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #6REQUEST FROM FLOOD CONTROL
FOR DUMP TRUCK

KADE MONCUR

ACTION ITEM

MOTION

STEVE SALTZGIVER

SECOND

SCOTT BAIRD

NOTES

KADE MONCUR INDICATED THAT THIS DUMP TRUCK REQUEST IS IN THEIR 2024 BUDGET REQUEST AND WOULD REQUIRE FUNDING IN ORDER TO PURCHASE IT. THEY CURRENTLY HAVE ONE DUMP TRUCK BUT HAVE A NEED FOR ANOTHER ONE SO THAT THEY CAN BE WORKING ON MULTIPLE PROJECTS AT MORE THAN ONE LOCATION AT THE SAME TIME. TO HELP WITH FUNDING THEY ARE PLANNING ON SELLING TWO EXCAVATORS AND RENT THEM AS NEEDED. THE DUMP TRUCK WOULD BE ADDED TO THE VEHICLE REPLACEMENT FUND.

A MOTION WAS MADE BY STEVE SALTZGIVER AND SECONDED BY SCOTT BAIRD TO APPROVE THE PURCHASE OF THE VEHICLE CONTINGENT ON THE FUNDING BEING APPROVED IN THEIR BUDGET. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #7REQUEST FROM SHERIFF FOR (2) HYBRID
CAMRYS FOR CHIEF DEPUTY
AND DEPUTY CHIEF

KARI HUTH

ACTION ITEM

MOTION

SCOTT BAIRD

SECOND

STEVE SALTZGIVER

NOTES

KARI HUTH INDICATED THAT THESE VEHICLES ARE FOR TWO FTES RECENTLY APPROVED BY THE COUNCIL. THE FUNDING HAS BEEN APPROVED, AND JUST REQUIRES FLEET BOARD APPROVAL FOR THEM TO BE PURCHASED.

A MOTION WAS MADE BY SCOTT BAIRD AND SECONDED BY STEVE SALTZGIVER TO APPROVE THE PURCHASE OF THE VEHICLES. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #8REQUEST FROM SHERIFF FOR (4) HYBRID
CAMRYS FOR PUBLIC SAFETY BUREAU

KARI HUTH

ACTION ITEM

MOTION

DAVID DELQUADRO

SECOND

WAYNE CUSHING

NOTES

KARI EXPLAINED THAT THESE VEHICLES ARE 2024 BUDGET REQUESTS, SO WOULD BE CONTINGENT ON THE COUNCIL APPROVING THEM. THEY CURRENTLY HAVE EIGHT DEPUTIES IN THEIR CIVIL UNIT WHO ARE SHARING FOUR VEHICLES, SO THIS WOULD ALLOW THEM TO EACH HAVE A DEDICATED VEHICLE TO EACH EMPLOYEE.

A MOTION WAS MADE BY DAVID DELQUADRO AND SECONDED BY WAYNE CUSHING TO APPROVE THE PURCHASE OF THE VEHICLE CONTINGENT ON THE FUNDING BEING APPROVED IN THEIR BUDGET. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #9

DISCUSSION ON POLICY 1350 UPDATES

JARED SMITH

ACTION ITEM

MOTION

SECOND

NOTES

BEFORE DISCUSSING POLICY 1350, JARED SMITH INDICATED THAT A COUNTY VEHICLE HAD DAMAGED A MERCEDES VAN OWNED BY A PRIVATE COMPANY. THE COUNTY HAS PAID FOR THE VAN, AND JARED WAS ASKING IF THERE COULD POTENTIALLY BE ANY DEPARTMENTS THAT COULD USE THE VAN BEFORE IT GETS SENT TO AUCTION AND SALVAGED. EVAN HARRISON EXPLAINED THAT THOSE VANS ARE VERY INEFFICIENT AND COSTLY TO OPERATE, SO HE DIDN'T BELIEVE THE COUNTY HAS ANY USE FOR IT.

JARED SMITH STARTED THE DISCUSSION REGARDING THE REQUIRED SUPPLEMENTAL LIABILITY INSURANCE THAT IS REQUIRED FOR ALL TAKE-HOME VEHICLES. CURRENTLY EMPLOYEES ARE REQUIRED TO FIND THEIR OWN INSURANCE UNDER THEIR PERSONAL POLICY THAT PROVIDES LIABILITY COVERAGE IN THE EVENT THAT THEY DAMAGE ANOTHER VEHICLE OR PROPERTY WHILE DRIVING THE COUNTY VEHICLE WHILE THEY ARE NOT WORKING, FOR EXAMPLE DURING THEIR COMMUTE.

JARED EXPLAINED THAT HE HAS HAD DISCUSSIONS WITH PEOPLE IN THE INSURANCE INDUSTRY AND THIS TYPE OF NON-OWNED VEHICLE INSURANCE ISN'T OFFERED BY MANY INSURANCE COMPANIES, AND THOSE THAT DO OFFER IT MIGHT NOT UNDERSTAND THE NATURE OF WHAT THEY ARE COVERING. HE RECOMMENDS THAT WE REMOVE THIS REQUIREMENT FROM OUR TAKE-HOME VEHICLE POLICY.

SCOTT BAIRD ASKED IF THE BOARD COULD RECOMMEND THAT JARED GO BACK TO THE DISTRICT ATTORNEY'S OFFICE AND GET THEIR THOUGHTS AND RECOMMENDATIONS, AND THEN BRING THOSE BACK TO THE FLEET BOARD AT THEIR NEXT MEETING. JARED AGREED WITH THAT RECOMMENDATION AND WILL GO BACK AND HAVE DISCUSSIONS WITH THE DA'S OFFICE.

ON ANOTHER TOPIC, JARED HAS BEEN PART OF A DISCUSSION GROUP REGARDING OUR DEFENSIVE DRIVING TRAINING. CURRENTLY WE USE THE NATIONAL SAFETY COUNCIL TRAINING, BUT THE COUNTY ALREADY PAYS FOR SABA (EMPLOYEE TRAINING SOFTWARE) WHICH OFFERS DEFENSIVE DRIVING COURSES AS PART OF THE SOFTWARE. JARED ASKED THE GROUP IF THEY WOULD SUPPORT MOVING TO A DIFFERENT DEFENSIVE DRIVING COURSE THAT WAS MORE USER-FRIENDLY AND COULD BE TRACKED IN SABA. THE BOARD GAVE A FAVORABLE RECOMMENDATION. JARED COMMITTED TO UPDATING THE POLICY AND WILL BRING IT BACK TO THE NEXT BOARD MEETING.

LAST TOPIC, JARED POINTED OUT THAT THE POLICY INDICATED THAT VOLUNTEERS ARE REQUIRED TO TAKE DEFENSIVE DRIVING, EVEN IF VOLUNTARILY DRIVING THEIR OWN PERSONAL VEHICLE. JARED ASKED IF THE BOARD WAS IN FAVOR OF THIS POLICY. SCOTT BAIRD AND DAVID PENA ASKED JARED TO CHECK WITH THE OFFICE OF VOLUNTEERS AND SEE IF THEY HAVE INTERNAL POLICIES FOR THEIR VOLUNTEERS. JARED TOOK THAT DIRECTION AND WILL BRING RECOMMENDATED CHANGES BACK TO THE NEXT MEETING.

AGENDA ITEM #10DISCUSSION ON DEFENSIVE DRIVING
TRAINING, AND TRACKING PRACTICES AMONG
THE DIFFERENT ORGANIZATIONS

JARED SMITH

ACTION ITEM

MOTION

SECOND

NOTES

THIS TOPIC WAS ADDRESSED IN AGENDA ITEM #9.

AGENDA ITEM #11

DIRECTOR'S REPORT

GREG NUZMAN

ACTION ITEM

MOTION

SECOND

NOTES

GREG NUZMAN ANNOUNCED THAT HE WILL BE RETIRING AT THE END OF SEPTEMBER, AND EVAN HARRISON WILL BE THE NEXT DIRECTOR.

EVAN HARRISON EXPLAINED THAT THE NEW PROPOSED FLEET RATES FOR 2024 ARE ALL STAYING THE SAME WITH THE EXCEPTION OF LABOR RATES WHICH ARE INCREASING \$8/HOUR AT EACH OF OUR SHOPS. EVEN WITH THE INCREASE WE ARE STILL \$50/HOUR BELOW THE OUTSIDE MARKET RATES.

AGENDA ITEM #12SELECT NEXT FLEET BOARD
MEETING DATE AND TIME

SCOTT BAIRD

ACTION ITEM

MOTION

SECOND

NEXT FLEET BOARD MEETING DATE – JANUARY 10, 2024 FROM 11:00A.M. TO 12:30 P.M.

ADJOURN TIME – 12:06 P.M.

***Minutes available via Fleet Management Division website <https://slco.org/fleet/> or by request to Division HR Coordinator, Mike Terry at (385) 468-0481.