

Salt Lake County Fleet Management Board Meeting

MINUTES #1

DATE:
MARCH 10, 2021

Time: 10:00 A.M.

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	PHIL LANOQUETTE, CHAIRMAN SALT LAKE COUNTY FLEET MANAGEMENT BOARD
TYPE OF MEETING	SALT LAKE COUNTY FLEET MANAGEMENT BOARD
MINUTES TAKEN BY	MIKE TERRY
FLEET BOARD CHAIRMAN	PHIL LANOQUETTE
FLEET BOARD VOTING MEMBERS	<p>DARRIN CASPER – MAYOR’S FISCAL STAFF REPRESENTATIVE DAVID DELQUADRO – COUNCIL STAFF REPRESENTATIVE CHERYLANN JOHNSON – AUDITOR’S OFFICE REPRESENTATIVE KARI HUTH – SHERIFF’S OFFICE REPRESENTATIVE PHIL LANOQUETTE – VEHICLE USING REPRESENTATIVE, CHAIR SCOTT BAIRD – VEHICLE USING REPRESENTATIVE STEVE SALTZGIVER – PUBLIC REPRESENTATIVE</p> <p>***ALTERNATES JILL MILLER – MAYOR’S FISCAL STAFF ALTERNATE MITCH PARK – COUNCIL STAFF ALTERNATE ROSWELL ROGERS – AUDITOR’S OFFICE ALTERNATE RICHARD MORSE – SHERIFF’S OFFICE ALTERNATE LISA VAN BUSKIRK – VEHICLE USING ALTERNATE MIKE SHEA – VEHICLE USING ALTERNATE</p>
EX OFFICIO, NON-VOTING MEMBER	JULIE CLARK - RISK MANAGEMENT REPRESENTATIVE
FLEET STAFF IN ATTENDANCE	GREG NUZMAN EVAN HARRISON MIKE TERRY
GUESTS	DAVID PENA – DISTRICT ATTORNEY REPRESENTATIVE

MEMBERS NOT IN ATTENDANCE

STEVE SALTZGIVER
SCOTT BAIRD

AGENDA ITEM #1

WELCOME AND INTRODUCTIONS

PHIL LANOUE

AGENDA ITEM #2

APPROVAL OF MINUTES FROM
DECEMBER 9, 2020

PHIL LANOUE

MOTION

DARRIN CASPER

SECOND

CHERYLANN JOHNSON

NOTES

CHAIRMAN PHIL LANOUE ASKED IF THERE WAS A MOTION TO APPROVE THE MINUTES FROM THE DECEMBER 9, 2020 MEETING.

A MOTION WAS MADE BY DARRIN CASPER, AND SECONDED BY CHERYLANN JOHNSON TO APPROVE. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #3

MILEAGE REIMBURSEMENT REPORT &
VEHICLE UTILIZATION REPORT

EVAN HARRISON

MOTION

DAVID DELQUADRO

SECOND

DARRIN CASPER

NOTES

EVAN HARRISON SHARED A REPORT SHOWING MILEAGE REIMBURSEMENT AMOUNTS, SORTED BY BOTH EMPLOYEE, AND THEN SORTED BY DEPARTMENT.

THE REPORT SHOWED THAT THERE WERE THREE EMPLOYEES IN THE HEALTH DEPARTMENT WHO HAD REQUESTED REIMBURSEMENT FOR OVER 6,000 MILES. ONE EMPLOYEE HAD BEEN REIMBURSED FOR 11,318 MILES.

EVAN INDICATED THAT FOR THAT EMPLOYEE, THE HEALTH DEPARTMENT WOULD BE BETTER OFF GIVING THAT EMPLOYEE A VEHICLE TO DRIVE AS OPPOSED TO REIMBURSING FOR THAT MANY MILES.

EVAN THEN PRESENTED A LIST OF UNDER-UTILIZED VEHICLES. THE COVID PANDEMIC CREATED DIFFERENT USAGE PATTERNS IN 2020, SO EVAN ALSO PRESENTED AVERAGE USAGE FOR THE LIFE OF THE VEHICLE.

DAVID DELQUADRO MADE A MOTION, AND WAS SECONDED BY DARRIN CASPER TO HAVE THE FLEET DIVISION CONTACT THE HEALTH DEPARTMENT TO DISCUSS VARIOUS OPTIONS THE HEALTH DEPARTMENT HAS TO PROVIDE THAT EMPLOYEE A VEHICLE, EITHER THROUGH A PURCHASE OF A NEW VEHICLE, OR A LOANED VEHICLE FROM THE MOTOR POOL. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMEBERS PRESENT VOTED "AYE."

AGENDA ITEM #4

DIRECTORS REPORT

GREG NUZMAN

RECOMMENDATION

CONCLUSION

NOTES

GREG NUZMAN SHARED SOME PICTURES SHOWING THE CONTRACTOR HAS DISMANTLED THE OLD FUEL ISLAND, AND HAS DUG A HOLE FOR THE NEW TANKS TO BE BURIED. THEY ARE AHEAD OF SCHEDULE AND WORK IS PROCEEDING AS PLANNED.

THE FLEET DIVISION'S BUDGET WAS BREAKEVEN IN 2020, THEY DIDN'T LOSE ANY REVENUE, AND DIDN'T GAIN ANY NEW REVENUE.

GREG CONFIRMED THAT THEY HAVE REMOVED THE FORD FUSION FROM THE PREFERRED VEHICLE LIST AT THE DIRECTION OF THE BOARD IN THEIR PRIOR MEETING DUE TO THE TOYOTA CAMRY BEING A BETTER VALUE. THEY HAVE TWO FORD F-150 HYBRIDS ON ORDER, AND ONCE THEY ARRIVE IT WILL BE DETERMINED HOW THEY PERFORM AND IF THEY SHOULD BE ADDED TO THE PREFERRED VEHICLE LIST.

PHIL LANOUILLE ANNOUNCED AT THE END OF THE MEETING THAT HE IS RETIRING AT THE END OF MARCH, AND THE BOARD WILL NEED TO CONSIDER HIS REPLACEMENT AND THE NEXT FLEET BOARD CHAIR.

NEXT FLEET BOARD MEETING DATE – JUNE 23, 2021 AT 10:00 A.M.

ADJOURN – 10:25 A.M.

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