

Salt Lake County Fleet Management Board Meeting

MINUTES #2

DATE:
JUNE 23, 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 LANOUILLE, FORMER CHAIR SALT LAKE COUNTY FLEET MANAGEMENT BOARD
TYPE OF MEETING	SALT LAKE COUNTY FLEET MANAGEMENT BOARD
MINUTES TAKEN BY	MIKE TERRY
FLEET BOARD CHAIRMAN	NEW CHAIR WILL BE SELECTED IN THIS MEETING
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</p> <p>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	JARED SMITH - RISK MANAGEMENT REPRESENTATIVE
FLEET STAFF IN ATTENDANCE	GREG NUZMAN EVAN HARRISON MIKE STUERTZEL MIKE TERRY

GUESTS	BILL OLPIN ELIZABETH BAYLER COURTNEY NELSON
MEMBERS NOT IN ATTENDANCE	KARI HUTH STEVE SALTZGIVER

AGENDA ITEM #1	WELCOME AND INTRODUCTIONS
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AGENDA ITEM #2	APPROVAL OF MINUTES FROM MARCH 10, 2021
ACTION ITEM	
MOTION	CHERLYANN JOHNSON
SECOND	DARRIN CASPER

NOTES

DAVID DELQUADRO ASKED IF THERE WAS A MOTION TO APPROVE THE MINUTES FROM THE MARCH 10, 2021 MEETING.

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

AGENDA ITEM #3	FLEET BOARD SELECTION OF NEW CHAIR	FLEET BOARD
ACTION ITEM		
MOTION	DAVID DELQUADRO	
SECOND	DARRIN CASPER	

NOTES

A MOTION WAS MADE BY DAVID DELQUADRO, AND SECONDED BY DARRIN CASPER TO NOMINATE SCOTT BAIRD AS THE CHAIR OF THE FLEET MANAGEMENT BOARD. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #4

SELECTION OF NEW USER ORGANIZATION

FLEET BOARD

ACTION ITEM

MOTION

SECOND

ACTION ITEM

PERSON RESPONSIBLE

DEADLINE

CONTACT THE ASSESSOR'S OFFICE

DAVID DELQUADRO

NOTES

DAVID DELQUADRO MENTIONED THAT REID IN THE SURVEYOR'S OFFICE WAS INTERESTED IN BEING ON THE BOARD, BUT HAVING SOMEONE FROM THE ASSESSOR'S OFFICE SERVE ON THE BOARD WOULD BE A GOOD IDEA. DARRIN CASPER AGREED, AND THOUGHT HAVING AN ELECTED OFFICIAL'S OFFICE ON THE BOARD WOULD BE WISE.

DAVID DELQUADRO VOLUNTEERED TO CONTACT TYLER IN THE ASSESSOR'S OFFICE AND SEE IF HE IS INTERESTED OR IF SOMEONE ELSE IN HIS OFFICE MAY BE INTERESTED IN SERVING ON THE BOARD. DAVID INDICATED THAT HE WOULD LET THE OTHER BOARD MEMBERS KNOW HOW THAT CONVERSATION WENT BY EMAIL THE FOLLOWING WEEK. DARRIN INDICATED THAT ONCE WE KNOW WHO IS INTERESTED IN SERVING ON THE BOARD, HE WOULD TAKE THAT INFORMATION TO THE MAYOR FOR APPROVAL.

AGENDA ITEM #5AGING AND ADULT SERVICES
REQUEST TO FLEET MANAGEMENT BOARD
UPGRADE TO TOYOTA SIENNA LE ADA

BILL OLPIN

ACTION ITEM

MOTION

DAVID DELQUADRO

SECOND

CHERYLANN JOHNSON

NOTES

BILL OPIN INDICATED THAT AGING AND ADULT SERVICES WOULD LIKE TO CHANGE TWO OPEN SLOTS FOR TOYOTA RAV4'S TO TOYOTA SIENNA MINIVANS EQUIPPED FOR WHEELCHAIRS. ONE WOULD BE PURCHASED SOON, THE OTHER WOULD BE A FUTURE PUCHASE. HE WILL BE TURNING IN TWO PRIUS VEHICLES TO GO TOWARDS THE COST OF THE SIENNA.

SCOTT BAIRD ASKED IT THE VAN WAS A HYBRID, AND BILL OPIN INDICATED THAT IT WAS NOT AVAILABLE AT THE MOMENT, BUT BY THE TIME WE ORDER THE VEHICLE A HYBRID OPTION MAY BE AVAILABLE. MIKE STUERTZEL IN FLEET MANAGEMENT IS EXPLORING THAT OPTION BUT IT'S UNLIKELY BECAUSE THE ADA MINIVAN IS CUSTOMIZED.

A MOTION WAS MADE BY DAVID DELQUADRO, AND SECONDED BY CHERYLANN JOHNSON TO APPROVE TURNING IN THE TWO PRIUS VEHICLES AND PURCHASING THE TOYOTA SIENNA, AND TO CHANGE THE SECOND SLOT ALSO TO A TOYOTA SIENNA FOR A FUTURE PURCHASE, IDEALLY A HYBRID MODEL WHEN IT BECOMES AVAILABLE. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #6

DISTRICT ATTORNEY'S OFFICE
 REQUEST TO FLEET MANAGEMENT BOARD
 UPGRADE TO TOYOTA HIGHLANDER HYBRID
 (THREE VEHICLES)

ELIZABETH BAYLER

ACTION ITEM

MOTION

DARRIN CASPER

SECOND

RICHARD MORSE

NOTES

ELIZABETH BAYLER INDICATED THAT THEY CURRENTLY HAVE THREE SLOTS FOR RAV4 VEHICLES, AND SHE IS REQUESTING THAT THOSE SLOTS BE CHANGED TO ALLOW THE PURCHASE OF TOYOTA HIGHLANDER HYBRIDS. THE HIGHLANDERS HAVE WORKED WELL FOR THE DISTRICT ATTORNEY'S OFFICE TO ACCOMMODATE FOR THEIR EQUIPMENT NECESSARY FOR THOSE POSITIONS BECAUSE THEY ARE ABLE TO PURCHASE A PRE-FABRICATED GUN VAULT FOR THE HIGHLANDER.

A MOTION WAS MADE BY DARRIN CASPER, AND SECONDED BY RICHARD MORSE TO APPROVE TURNING THE THREE OPEN SLOTS INTO TOYOTA HIGHLANDER HYBRIDS. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #7

DIRECTORS REPORT

GREG NUZMAN

ACTION ITEM

RECOMMENDATION

CONCLUSION

ACTION ITEM

PERSON RESPONSIBLE

DEADLINE

NOTES

THE NEW FUEL ISLAND IS OPEN AND FULLY FUNCTIONAL. TRUCKS ARE BEING FUELED TWICE AS FAST AS BEFORE, FUEL CAN BE PUMPED OVER A GALLON A SECOND. THEY ALSO COME WITH SENSORS THAT WILL ALERT STAFF IN THE EVENT OF FUEL LEAKS.

OPERATIONS MANAGER STEVE CONTRATTO IS RETIRING AT THE END OF JUNE, AND WE ARE CURRENTLY FULLY STAFFED WITH FLEET TECHNICIANS.

NEXT FLEET BOARD MEETING DATE – SEPTEMBER 22, 2021 AT 10:00 A.M.

ADJOURN – 10:35 A.M.

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