

Salt Lake County Fleet Management Board Meeting

MINUTES #2

DATE:
MARCH 29, 2023

Time: 11:00 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	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
STAFF	<p>GREG NUZMAN EVAN HARRISON MIKE STUERTZEL MIKE TERRY DAVID PENA (DISTRICT ATTORNEY’S OFFICE)</p>

GUESTS	ANN LEE CARRIE SIBERT ELIZABETH BAYLER
MEMBERS NOT IN ATTENDANCE	STEVE SALTZGIVER JARED SMITH

AGENDA ITEM #1	WELCOME AND INTRODUCTIONS	SCOTT BAIRD
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AGENDA ITEM #2	APPROVAL OF THE MINUTES FROM DECEMBER 7, 2022, AND JANUARY 23, 2023	SCOTT BAIRD
ACTION ITEM		
MOTION	BRAD PARK	
SECOND	KARI HUTH	

NOTES

SCOTT BAIRD FOUND TWO SPELLING ERRORS IN THE MINUTES THAT WERE CORRECTED IN THE FINAL VERSION.

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

AGENDA ITEM #3	DISTRICT ATTORNEY UPGRADE REQUEST FROM TOYOTA CAMRY HYBRID TO FORD T-150 FULL-SIZE VAN	ELIZABETH BAYLER
ACTION ITEM		
MOTION	KARI HUTH	
SECOND	DAVID DELQUADRO	

NOTES

ELIZABETH BAYLER EXPLAINED THAT THEY HAVE A 2021 TOYOTA CAMRY HYBRID THAT WAS ORIGINALLY PURCHASED FOR STAFF TO USE A MOTOR POOL CAR TO DRIVE BETWEEN BUILDINGS. THAT CAR IS NOT BEING USED VERY MUCH, AND CURRENTLY HAS 1,400 MILES ON IT.

THEY ALSO HAVE FOUR FACILITIES PERSONNEL, FOUR LOCATIONS TO MAINTAIN, AND ONLY ONE WORK TRUCK. SHE WOULD LIKE TO TRADE IN THE UNDER-UTILIZED TOYOTA CAMRY FOR A FULL-SIZE VAN FOR THEIR FACILITIES EMPLOYEES TO USE.

DAVID DELQUADRO ASKED WHAT WOULD BECOME OF THE CAMRY, AND EVAN HARRISON INDICATED THAT IT WOULD PROBABLY END UP WITH THE SHERIFF'S OFFICE AND WOULD NOT BE AUCTIONED OFF.

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

AGENDA ITEM #4

ANIMAL SERVICES REQUEST TO TRANSFER
2020 FORD BERKSHIRE COACH FROM HEALTH
DEPARTMENT TO ANIMAL SERVICES

ANN LEE AND
CARRIE SIBERT

ACTION ITEM

MOTION

SCOTT BAIRD

SECOND

BRAD PARK

NOTES

ANN LEE EXPLAINED THAT THE HEALTH DEPARTMENT HAS A MOBILE UNIT PURCHASED DURING COVID THAT IS NO LONGER NEEDED. THE MOBILE UNIT IS BEING GIVEN TO ANIMAL SERVICES TO FUNCTION AS A MOBILE SPAY & NEUTER CLINIC. ANIMAL SERVICES DID RECEIVE ONE-TIME FUNDING TO RE-FIT THE INSIDE OF THE MOBILE UNIT TO A SURGICAL CENTER.

EVAN HARRISON EXPLAINED THAT POLICY SAYS THAT THE VEHICLE SHOULD BE INCLUDED IN THE REPLACEMENT FUND, BUT THE BOARD MAY DECIDE WHETHER OR NOT IT WILL BE INCLUDED IN THE REPLACEMENT FUND.

ANN LEE SAID THAT THIS IS A PILOT PROGRAM AND IT IS UNKNOWN HOW IT'S GOING TO GO, SO THEY ARE ASKING FOR THE VEHICLE NOT TO BE INCLUDED IN THE REPLACEMENT PROGRAM.

A MOTION WAS MADE BY SCOTT BAIRD AND SECONDED BY BRAD PARK TO APPROVE THE REQUEST AND HAVE THE VEHICLE EXCLUDED FROM THE VEHICLE REPLACEMENT PROGRAM. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #5

2023 APPROVED VEHICLE LIST

EVAN HARRISON

ACTION ITEM

MOTION

DARRIN CASPER

SECOND

DAVID DELQUADRO

NOTES

EVAN HARRISON PRESENTED THE UPDATED APPROVED VEHICLE LIST. IT INCLUDED SALVAGE VALUES, DEPRECIATION PERCENTAGES, OPERATING COSTS, TOTAL LIFE COSTS, AND MILES PER GALLON OR RANGE FOR ELECTRIC VEHICLES.

THE BOARD DISCUSSED MANY OF THE OPTIONS IN EACH VEHICLE CLASS AND WHAT THE AVAILABILITY OF EACH VEHICLE WOULD BE. SOME OF THE VEHICLES ON THE LIST ARE NOT AVAILABLE TO ORDER AT THE MOMENT BUT WANTED THEM TO REMAIN ON THE LIST IN THE EVENT THAT THEY ARE AVAILABLE FOR ORDER IN THE FUTURE.

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

AGENDA ITEM #6

DIRECTOR'S REPORT

GREG NUZMAN

ACTION ITEM

MOTION

SECOND

NOTES

GREG NUZMAN INDICATED THAT THEY ARE STILL WORKING ON PAY INCREASES FOR FLEET TECHS BECAUSE THEY ARE UNABLE TO HIRE ANYONE QUALIFIED AT THE CURRENT RATE. RECENTLY TWO APPLICANTS HAVE DECLINED JOB OFFERS OVER PAY, AND THEY WERE OFFERED SALARIES VERY CLOSE TO THE TOP OF THE SCALE.

FLEET HAS RECEIVED 43 NEW VEHICLES IN BUT DOESN'T HAVE THE MANPOWER TO GET THEM READY AND OUT ON THE ROAD. FLEET RECENTLY SURPLUSSED 40 VEHICLES AT AUCTION BUT HAD TO PAY OVERTIME TO EMPLOYEES TO GET THE VEHICLES READY TO BE SOLD. THEY HAVE UPCOMING MEETINGS WITH HR TO CONTINUE THE DISCUSSION OF PAY FOR FLEET TECHS.

AGENDA ITEM #7SELECT NEXT FLEET BOARD
MEETING DATE AND TIME

SCOTT BAIRD

ACTION ITEM

MOTION

SECOND

NOTES

THE NEXT FLEET MANAGEMENT BOARD MEETING WAS SET FOR JUNE 14, 2023, AT 11:00 A.M.

NEXT FLEET BOARD MEETING DATE – JUNE 14, 2023, AT 11:00 A.M.

ADJOURN – 11:35 A.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.