

Salt Lake County
Fleet Management
Board Meeting

MINUTES #1	Date: Friday, September 12, 2025	Time: 1:00 p.m.	Anchor Location: Fleet Management Conference Rm 7125 S 600 W Midvale, UT 84047
	Adjourn Time:		

[Salt Lake County Ordinance 2.40 – Fleet Management Board](#) Email jljones@saltlakecounty.gov
[Salt Lake Countywide Policy 1350: Vehicle Policy](#) to join electronically

MEETING CALLED BY Scott Baird, Chair Salt Lake County Fleet Management Board

TYPE OF MEETING Salt Lake County Fleet Management Board

MINUTES TAKE BY Jenny Jones

FLEET BOARD CHAIR Scott Baird

		In Attendance	
FLEET BOARD VOTING MEMBERS	Scott Baird Vehicle Using Representative, Chair	X	
	Greg Folta Mayor's Fiscal Staff Representative	X	
	Sheila Srivastava Treasurer's Office Representative	X	
	David Delquadro Council Staff Representative	X	
	Kari Huth Sheriff's Office Representative	X	
	Chris Stavros Vehicle Using Representative	X	
	Brad Park Vehicle Using Representative	X	
	Elizabeth Bayler Vehicle Using Representative	X	
	Vacant Public Representative		
	ALTERNATES		
	Tyler Andrus Vehicle Using Alternate		
	Brad Townley Treasurer's Office Alternate		
	Catherine Kanter Vehicle Using Alternate		
	Vacant Mayor's Fiscal Staff Alternate		
	Jason Ackerman Sheriff's Office Alternate		
	Mitch Park Council Staff Alternate	X	
Chris Donoghue Vehicle Using Alternate	X		
Glenn Ingersoll Vehicle Using Alternate			

EX OFFICIO, NON-VOTING MEMBER William Garbina Risk Management Representative

FLEET STAFF	Ben Roueche Division Director	X
	Todd Heitman Associate Director	X
	Thomas Steffey Fiscal Manager	X
	Doreen Erznosnik Asset Manager	X
	Jenny Jones Coordinator	X
	David Pena Legal Council	

GUESTS Kade Moncur, Amy McCormick

AGENDA ITEM #1 WELCOME AND INTRODUCTIONS SCOTT BAIRD

NOTES	<p>Scott Baird asked all board members to make sure we have the correct people listed as members of the board. It was suggested by Greg Folta to have Arlyn Bradshaw as the alternate for Mayor's Fiscal Staff. Scott Baird asked Fleet to begin working on getting that in motion.</p> <p>Todd Heitman was introduced as the new Fleet Associate Director.</p>		
AGENDA ITEM #2	APPROVAL OF MINUTES FROM JUNE 11, 2025		SCOTT BAIRD
MOTION	KARI HUTH	SECOND	SHEILA SRIVASTAVA
NOTES	<p>Greg Folta pointed out the need to change the word "with" to "will" in Agenda Item #6 in the sentence, "...public works operations with will also have representation." Also, need to add Greg Folta to the Vehicle Policy Working group. With these changes, a motion was made by Kari Huth and seconded by Sheila Srivastava. The motion passed unanimously showing that all board members present voted "aye".</p>		
AGENDA ITEM #3	PUBLIC COMMENT		SCOTT BAIRD
NOTES	No public comments		
AGENDA ITEM #4	REQUEST FROM FLOOD CONTROL ENGINEERING FOR (2) DUMP TRUCK & (2) F350		KADE MONCUR
MOTION	DAVE DELQUADRO	SECOND	CHRIS STAVROS
NOTES	<p>Request for 2 Dump Trucks - Flood Control is facing challenges with completing their operational work without the needed dump trucks. Particularly dredging, hauling, debris removal, etc. A part of this request stems from the fact that they no longer have the ability to use Public Work Operation's dump trucks as they have in the past and it is impacting their ability to complete needed work. It is not feasible to use the private sector due to cost and scheduling.</p> <p>Request for 2 F350s - is contingent on the associated request in the 2026 budget being approved. These vehicles are needed for new FTEs to get their work completed and expand their operations. Dave Delquadro motioned for this to be approved stating that the Fleet Board is sympathetic to the need for these trucks, assuming that the Council agrees and provides funding in FTEs where appropriate. Chris Stavros seconded the motion. The motion passed unanimously showing that all board members present voted "aye".</p>		
AGENDA ITEM #5	REQUEST FROM 4 SHERIFF DIVISIONS FOR A TOTAL OF (5) VEHICLES		KARI HUTH
MOTION	BRAD PARK	SECOND	GREG FOLTA
NOTES	<p>Victim Advocate vehicle - this request is not tied to a new FTE. It addresses an oversight that occurred when UPD transitioned out of the Sheriff's Office. Unfortunately, funding for the victim advocate's vehicle was not included at that time. Currently, the victim advocate—a civilian employee—is either catching a ride with sworn personnel, which isn't always efficient, or they're using their personal vehicles to respond to crime scenes and related incidents. This situation is not ideal and raises serious safety and liability concerns.</p> <p>Law Enforcement Bureau (3) 2026 Toyota Camrys - 1 new FTE for a Threat Assessment Deputy, 1 new FTE for a School Safety Lieutenant, and 1 Gang Unit Sergeant. Public Safety</p> <p>Bureau Captain (1) 2026 Toyota Camry - 1 new FTE for a Public Safety Bureau Captain.</p> <p>A motion to approve the request was made by Brad Park and seconded by Greg Folta. The motion passed unanimously showing that all board members present voted "aye".</p>		
AGENDA ITEM #6	PUBLIC REPRESENTATIVE FOR FLEET BOARD		SCOTT BAIRD
MOTION		SECOND	

NOTES	Scott Hadzik, the current Fleet Board Public Representative, resigned from the Fleet Board due to a change in his career. Scott Hadzik recommended Caid Kroeger who filled his position at Weber State University . Scott Baird asked the board if there were any other recommendations for a replacement. With no other suggestions, Fleet will reach out to Caid to begin the process.	
AGENDA ITEM #7	FLEET RATE CHANGES, MOTOR POOL RATES, FLEET FINANCIALS, & KPIS	THOMAS STEFFEY
MOTION		SECOND
NOTES	Thomas Steffey of Fleet Management presented reasons why Fleet Management needs to increase labor rates by \$6 per hour. Fleet also showed reasons to decrease the amount of vehicles in the motor pool. It was suggested that Fleet update their website to show motor pool as an option, do a survey to get feedback on the reason there has be a decrease in motorpool usage, and present in the upcoming Fiscal Operations meeting before any action is taken with motor pool. Fleet Management will report next board meeting.	
AGENDA ITEM #8	DIRECTOR'S REPORT	BEN ROUECHE
MOTION		SECOND
NOTES	The Vehicle Policy working group did have their first meeting and are working on setting up a SharePoint so that everyone can edit and make comments on the current policy. Ben also announced that Fleet is fully staffed as of September 2nd, and additionally has filled two apprentice positions.	
AGENDA ITEM #8	Select Next Fleet Board Meeting Date And Time	Scott Baird
MOTION		SECOND
NOTES	NEXT MEETING DECEMBER 3, 2025 AT 1:00PM	
ADJOURN TIME	1:57 PM	
Minutes are available on the Fleet Management Division website https://www.saltlakecounty.gov/fleet/ Or by request to Division HR Coordinator, Jenny Jones at (385) 468-0472		