

Salt Lake County Fleet Management Board Meeting			
MINUTES #1	Date: April 3, 2025	Time: 9:00 A.M	Anchor Location: Fleet Management Conference Rm 7125 S 600 W
	Adjourn Time: 9:58 a.m.		Midvale, UT 84047
Salt Lake County Ordinance 2.40 – Fleet Management Board Salt Lake Countywide Policy 1350: Vehicle Policy			Email jljones@saltlakecounty.gov 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		
FLEET BOARD VOTING MEMBERS			In Attendance
	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
	Scott Hadzik	Pubilc Representative	
	ALTERNATES		
	Tyler Andrus	Vehicle Using Alternate	x
	Brad Townley	Treasurer's Office Alternate	
	Catherine Kanter	Vehicle Using Alternate	
	Jill Miller	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	Evan Harrison	Division Director	x
	Ben Roueche	Associate Division Director	x
	Thomas Steffey	Fiscal Manager	x
	Doreen Erznosnik	Asset Manager	
	Jenny Jones	Coordinator	x
	David Pena	Legal Council	
GUESTS	No guests in attendance		
MEMBERS NOT IN ATTENDANCE	Scott Hadzik		
AGENDA ITEM #1	Welcome and Introductions		Scott Baird

AGENDA ITEM #2	Public Comment		Scott Baird
NOTES	No public comment		
AGENDA ITEM #3	Mileage Reimbursement Updates		Greg Folta
MOTION	Brad Park	SECOND	Chris Stavros
NOTES	<p>The Mileage Reimbursement Policy 18.3.4 is currently unclear as to when reimbursement must be submitted at end of year, so that the reimbursement is paid in the correct year with the correct amount. The verbiage was changed to: "Reimbursements for a pay period that extends over two fiscal years shall be paid out in the following year, at the mileage rate in effect of the day the mileage occurred. If an employee entitled to a reimbursement is terminated, the Auto Mileage Reporting form should be submitted as soon as possible." Scott Baird will review with his supervisor then submit it to the Executive Coordinating Committee Meeting. A motion was made by Brad Park and seconded by Chris Stavros to approve changes to the policy. The motion passed unanimously showing that all board members present voted "aye".</p>		
AGENDA ITEM #4	Personal Vehicle Use & Defensive Driving Class		Elizabeth Baylor
MOTION		SECOND	
NOTES	<p>After much discussion and realizing there is more in this policy that needs to be looked at, the Board will table this to relook at it in a future board meeting.</p>		
AGENDA ITEM #5	2025 Preferred Vehicle List		Thomas Steffey
MOTION	David Delquadro	SECOND	Scott Baird
NOTES	<p>Fleet Management presented the 2025 Preferred Vehicle List to the Board for approval. This list is used to show divisions the different classes of vehicle, make, and model and the total cost associated in purchasing and maintaining each vehicle over five years. This analysis includes the depreciation cost and the money we get back after the vehicle is salvaged. A motion was made by David Delquadro and seconded by Scott Baird to approve this list. The motion passed unanimously showing that all board members present voted "aye".</p>		
AGENDA ITEM #7	Select Next Fleet Board Meeting Date And Time		Scott Baird
MOTION		SECOND	

NOTES	<p>Next board meeting June 11, 2025 at 11:00 a.m. to 1:00 p.m. It has been requested that Fleet Management provide a budget overview, how the budget works, and the vehicle replacement fund. In subsequent meetings they will give a "dashboard" of where the budget is at.</p>
<p>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</p>	