

Motor Vehicle Review Committee



September 10, 2008

MINUTES

Motor Vehicle Review Committee Members in attendance:

Sal Petilos, Substitute Chair
Dennis Carver
Robin Erickson
Scott Harding
Doug McCleve
Steve McCarthy
Paul Mash
Roxie Huntsman
David Rees

Fleet Operations and Guests in attendance:

Margaret Chambers	Division of Fleet and Surplus Services
Sam Lee	Division of Fleet and Surplus Services
Amanda Ronan	Division of Fleet and Surplus Services
Gala Dumas	Division of Fleet and Surplus Services
Corry Hill	Division of Fleet and Surplus Services
Scott Bingham	Division of Fleet and Surplus Services
Anne Stehno	Division of Fleet and Surplus Services
Jeff Done	Division of Fleet and Surplus Services
Judy Wilkins	Department of Technology Services
Michelle Lewis	Department of Technology Services
Rich Amon	Legislative Fiscal Analyst
Tiffany Harms	Tax Commission
Kim Willette	Governors Office of Planning and Budget
Jill Laws	Public Safety, Drivers License Division
Nannette Rolfe	Public Safety, Drivers License Division
Michael Kilcrease	Work Force Services
Beckie Kimber	Public

On Wednesday, September 10, the Motor Vehicle Review Committee held their regularly scheduled meeting in room 415 of the State Capitol, Salt Lake City, Utah. Substitute Chair Sal Petilos called the meeting to order at 10:05 a.m.

1. Approval of Minutes for June 10, 2008

Substitute Chair Petilos asked if there were any corrections that needed to be made to the minutes.

MOTION: Roxie Huntsman moved to approve the minutes from June 10, 2007.
Steve McCarthy seconded the motion.

The motion passed unanimously.

2. FY2010 Rate Proposal Update

Margaret Chambers explained the rate proposal submitted to the Rate Committee for approval and the impacts related to those changes. Margaret Chambers then explained the proposal to change the lifecycle mileage from 90,000 miles to 105,000 miles for the entire fleet was removed from the rate proposal for further study after the materials for the MVRC had been printed.

3. Underutilized Vehicles

Sam Lee explained to the Committee how many vehicles are in low use status. Fleet Operations has tried many things to try and lower the amount of underutilized vehicles in the fleet. He would like the Committee's advice on what to do next with the 325 underutilized vehicles which average less than 625 miles per month and are not marked as low use.

Sal Petilos asked if there were instances where it would make more sense to pay POV instead of using a fleet vehicle for the job duties. Sam Lee replied yes there are instances where POV makes more sense. For instance if you have an employee who drives a hundred miles per month, it would be more cost effective to the state to pay POV then to have them drive a fleet vehicle.

Dave Rees suggested going to the Agencies and asking what is the critical mission for the vehicle to find out what the Agency is using the vehicle for and not removing those vehicles which may be a low use but is critical to have to get the job done. Sam Lee responded that Fleet Operations has always looked at what is the mission for the agency and why do they need the vehicles. We have never gone to an agency and said you are not utilizing the vehicle hand over the keys. The problem we have is there has not been any action by the Agencies to take care of the low use vehicles and the numbers keep rising.

Dave Rees asked if Fleet Operations has looked at the company called Vehicle Share. It is a pool of vehicles in which you subscribe to a service. When you need a vehicle you make a reservation for it and go to a lockbox and enter your reservation number to

retrieve the keys. Sam Lee stated he is familiar with it but because of the logistics involved has not actively looked into it.

Doug McCleve stated their needs to be some kind of sanction so the Agencies become accountable for their use. We may need to set some kind of timetable to take action. Dennis Carver stated it needs to be brought to the attention to the Supervisors in charge of the vehicles they would need to justify why the vehicle was needed even though it is being underutilized. We need to make the Agencies look at the problem quarterly so they are not forgotten about. Also have the Executive Directors of the Departments look at the justifications. Sam Lee stated Fleet Operations already sends out a quarterly report of the underutilized vehicles. Should it be going to the Executive Directors level? Dennis Carver stated it needs to have a reply back as to why they are needed. Currently it is just a list send out. More attention would be given to them if a response had to be given.

Dave Rees suggested going to the Rate Committee and suggesting a higher rate or surcharge for underutilized vehicles.

Rich Amon from the Legislative Fiscal Analyst Office stated they were looking at the underutilized vehicles. There is a report which will be coming out which looks at the issue of underutilized vehicles. There is a significant trend of vehicles which have 10 to 12 year lifecycles. Forty percent of the fleet is driving less than 625 miles per month.

MOTION: Doug McCleve motioned for Fleet Operations to send out the underutilized vehicle list to the Agencies to reevaluate the vehicles. In three months when we meet again we will look at the list and come up with sanctions for the remaining vehicles. Roxie Huntsman seconded the motion.

The motion passed unanimously.

MOTION: Dave Rees motioned for Fleet Operations study possible change in the rate structure in such a way that if vehicles do not meet the minimum utilization mark they receive an increase in their rate.

Motion failed, did not receive a second.

4. Driver Eligibility Update

Sam Lee went over the updates on the progress of Driver Eligibility and the Driver Eligibility Board. Current Employees will be effective as of November 3, 2008 with a clean slate. All violations after that date will count toward their eligibility. Employees hired after the effective date will have the license check done at the DHRM level. If the hiring manger would like to have a drivers license check done before the interview, the Agency will need to require a drivers license check at the time of application. Otherwise, when an employee is offered the job as part of the contingency the drivers license check

with be done. The Board Member recommendations have been given to Kim Hood, Executive Director of Administrative Services for approval.

5. Energy Efficiency Progress

Margaret Chambers stated it has been interesting learning about vehicle energy efficiency. The benchmark and first year data has been collected. Just by looking at the numbers it is hard to see what is happening with the fleet. The large fleet Agencies will be asked to speak to their Legislative Committee about their energy efficiency goals and progress. So far the progress has been driver modification and right-sizing vehicles. We expect to see more changes next year with the implementation of the hybrid vehicles into the fleet.

MOTION: Dennis Carver motioned to adjourn. Steve McCarthy seconded.

Motion passed unanimously

Meeting Adjourned 11:59 am