

# Salt Lake County Fleet Management Board Meeting

MINUTES #3

DATE:  
JUNE 14, 2023

Time: 11:00 A.M.

Location:  
Fleet Management Conference Room  
7125 S 600 W  
Midvale, UT 84047

Or email [mterry@slco.org](mailto: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  DOREEN ERZNOZNIK  DAVID PENA (DISTRICT ATTORNEY’S OFFICE)</p>

<b>GUESTS</b>	
<b>MEMBERS NOT IN ATTENDANCE</b>	STEVE SALTZGIVER

<b>AGENDA ITEM #1</b>	WELCOME AND INTRODUCTIONS	SCOTT BAIRD
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<b>AGENDA ITEM #2</b>	APPROVAL OF THE MINUTES FROM MARCH 29, 2023	SCOTT BAIRD
<b>ACTION ITEM</b>		
<b>MOTION</b>	DAVID DELQUADRO	
<b>SECOND</b>	BRAD PARK	

**NOTES**

WAYNE CUSHING FOUND AN ERROR IN THE MINUTES THAT WAS CORRECTED IN THE FINAL VERSION.

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

<b>AGENDA ITEM #3</b>	VEHICLE ACCIDENT REPORTING PROCEDURE AND POLICY #1011	BRAD PARK
<b>ACTION ITEM</b>		
<b>MOTION</b>		
<b>SECOND</b>		

**NOTES**

BRAD PARK POINTED OUT THAT THE ACCIDENT REPORTING POLICY HADN'T BEEN UPDATED SINCE 2008, AND IT DOESN'T MATCH WHAT IS WRITTEN ON THE FLEET MANAGEMENT WEB PAGE. BRAD RECOMMENDED THAT POLICY #1011 GETS UPDATED TO MATCH THE PRACTICE THAT IS BEING FOLLOWED BY FLEET MANAGEMENT.

BRAD ALSO QUESTIONED THE NECESSITY OF HAVING TO CALL FRONTIER ADJUSTERS AND PAYING \$500 FOR THEM TO COME OUT AND ASSESS EVERY ACCIDENT.

JARED SMITH INDICATED THAT IF IT'S VERY CLEAR THAT OUR VEHICLE WASN'T AT FAULT, LIKE IN THE CIRCUMSTANCE WHERE OUR VEHICLE IS PARKED AND NOT MOVING, THEN HE WOULD BE OK WITH NOT CALLING FRONTIER ADJUSTERS AND HE WOULD BE IN FAVOR OF AMENDING THE POLICY TO STATE THAT. JARED INDICATED THAT HE HAS ALREADY BEEN WORKING ON UPDATING THAT POLICY AND WOULD BE HAPPY TO INCLUDE THIS NEW LANGUAGE.

HOWEVER, JARED ALSO MENTIONED THAT HE WOULD NOT WANT TO LEAVE IT UP TO A SUPERVISOR TO MAKE THE CALL AS TO WHO WAS AT FAULT OR HAD LIABILITY, SO IN MOST CASES HE WANTS FRONTIER ADJUSTERS TO BE CALLED TO PROTECT THE COUNTY AND TO DOCUMENT EVERYTHING ABOUT THE ACCIDENT AS AN UNBIASED THIRD-PARTY. THE COUNTY IS UNABLE TO PASS ALONG THE COST OF FRONTIER ADJUSTERS TO THE OTHER PARTY OR THEIR INSURANCE.

JARED TOOK FEEDBACK FROM THE BOARD AND INDICATED THAT HE WILL UPDATE THE CURRENT POLICY AND BRING IT BACK TO THE NEXT MEETING FOR REVIEW. SCOTT ASKED THE DEPARTMENTS AND FLEET STAFF TO SUBMIT THEIR IDEAS TO JARED AS WELL.

**AGENDA ITEM #4**

DIRECTOR'S REPORT

GREG NUZMAN

ACTION ITEM

MOTION

SECOND

**NOTES**

GREG HAS BEEN WORKING FOR THE PAST YEAR ON GETTING THE GRADE OF THEIR TECHNICIANS MOVED UP ONE GRADE. THAT WAS FINALLY APPROVED AND IMPLEMENTED, RESULTING IN FLEET BEING ABLE TO HIRE TWO ADDITIONAL TECHNICIANS IN THE MONTH FOLLOWING THE UPDATED SALARY RANGE WITH ONE MORE BEING HIRED IN THE NEXT FEW WEEKS.

FLEET IS REQUESTING THAT THEIR VACANT POSITON OF OPERATIONS MANAGER BE RECLASSIFIED AS AN ASSOCIATE DIVISION DIRECTOR TO AID IN THEIR SUCCESSION PLANNING AND TO PREPARE FOR GREG AND EVAN'S FUTURE RETIREMENTS IN THE NEXT COUPLE YEARS.

**AGENDA ITEM #5**

SELECT NEXT FLEET BOARD MEETING DATE AND TIME

SCOTT BAIRD

ACTION ITEM

MOTION

SECOND

**NOTES**

NEXT FLEET BOARD MEETING DATE – SEPTEMBER 20, 2023, AT 11:00 A.M. TO 12:30 P.M.

ADJOURN – 11:30 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.