

Chapter 2.40 - FLEET MANAGEMENT BOARD

Sections:

2.40.010 - Fleet management board.

There is established a county fleet management board which is empowered to provide oversight of operations and decisions regarding county vehicles. The board shall be advisory to the county mayor and county council and shall have such responsibilities as are set out by this chapter and by county policies. The board's function is to assist in providing cost effective, efficient, and safe fleet operations and vehicle use and maintenance.

(Ord. 1580 §2 (part), 2006)

2.40.020 - Board membership.

- A. The board shall consist of seven persons, chosen as follows:
 - 1. One representative of the mayor's fiscal staff, selected by the mayor;
 - 2. One representative from the council staff, selected by the county council;
 - 3. One representative from the auditor's office, selected by the county auditor;
 - 4. One representative from the sheriffs office, selected by the county sheriff;
 - 5. Two representatives from vehicle-using divisions or offices of the county, selected on an annually rotating basis by the assessor, district attorney, mayor and surveyor.
 - 6. One representative from the public, recommended by the mayor and approved by the council. The public representative will serve a two year term.
- B. A chair of the board shall be selected by majority vote of the board members on an annual basis.
- C. The county risk manager shall serve as an ex officio, non-voting member of the board.
- D. Support staff, meeting rooms, and other facilities and assistance for the board shall be provided by the fleet division.

(Ord. 1580 § 2 (part). 2006)

2.40.030 - Board meetings.

- A. The chair of the board shall provide notice of each board meeting to board members as early as possible, but no less than seventy-two hours before the scheduled meeting time. A notice, with agenda, will be prepared at least twenty-four hours in advance of each meeting, as required by the Open Meetings Act.
- B. Board member meetings are governed by the Open Meetings Act and meetings shall be open to the public and to members of the media and minutes shall be taken in accordance with state statute.
- C. A quorum of the board consists of five members.

(Ord. 1580 § 2 (part), 2006)

2.40.040 - Board responsibilities.

- A. The board's responsibility shall primarily consist of monitoring and reviewing all matters regarding county fleet management, providing policy direction regarding vehicle use, replacement and other operations, monitoring fleet's budget and expenses, and proposing fleet policies for adoption by the county council. The board's specific responsibilities shall be set out in countywide policies approved and adopted by the council.
- B. The board shall establish procedures for its own internal operations.
- C. The board shall make an annual report to the county council and mayor regarding its responsibilities, as set out in this chapter and in county policies.
- D. Board recommendations regarding its responsibilities shall be made to the mayor's office for executive and management matters and to the county council for the adoption or amendment of countywide policies.

(Ord. 1580 §2 (part), 2006)