

**Board of Commissioners of Cook County
Minutes of the Vehicle Steering Committee**

Tuesday, March 21, 2023

10AM

TEAMS Meeting

ATTENDANCE

Present Zahra Ali, Tanya Anthony, Annette Guzman, Sis Killen, Velisha Haddox, Deborah Stone, Anthony Scalise, Tom Lynch, Raffi Sarrafian, Deanna Zalas, Sojourner Colbert, Brenski Coleman, Commissioner Bridget Degnen (13)

Absent

PUBLIC TESTIMONY

None

COMMITTEE MINUTES

III. Approval of the minutes from the meeting from 12/20/22.

A motion to approve minutes was made by Raffi Sarrafian, seconded by Deanna Zalas.

IV. Fleet Management Updates

a. Countywide Vehicle Inventory Update

i. Rado Stoilov – Breakdown of Countywide vehicles by department. Grand total at 1,818 in Q2 FY23.

b. Vehicle Violations Update

i. Rado Stoilov – City of Chicago total of 199 vehicle violations with the outstanding amount at \$23,050.00. Total of 3 Suburban violations with an outstanding amount of \$600.00.

c. 2022 Annual Countywide Fleet Inventory Report

V. Vehicle Take Home Request

a. Deferred Requests - Juvenile Probation (Dr. Lewis)

i. Acting Director requesting take-home vehicle; estimated number of miles driven monthly – 1,498 miles (avg. 374.5 per week). Juvenile Probation has personnel dispatched throughout the County 16hrs a day and staff operating 24hrs a day. Vehicle is currently being housed at the Juvenile Center but would reduce travel time and increase the Acting Director’s availability to respond from home as necessary.

Motion to defer take-home vehicle moved by Raffi Sarrafian, seconded by Commissioner Degnen.

Motion carries.

VI. Risk Management Vehicle Incident Report

a. Settlements thru 3/13/23 with number of payments at 14 totaling \$961,529.55.

- VII. Collision Review
 - a. VSC Collision Review Board Update
 - i. 3 total accident reports for Q1 FY23
 - ii. None pending VSC accident review board hearing.
 - b. County Agencies Collision Review Board Update
 - i. Sheriff's Office with a total of 39 vehicle accident reports; 17 pending CCSO accident review board hearing.
 - ii. State's Attorney Office with a total of 4 accident reports; 0 pending SAO accident review board hearing.
 - iii. DOTD with a total of 5 accident reports; 1 pending DOTD accident review board hearing.

- VIII. Updates
 - a. FY2024 Capital Requests
 - i. FY2024 Vehicle request process creation

 - b. Vehicle Leasing
 - i. Actively exploring to secure a leasing contract for passenger and light duty vehicles, hybrid and EV's included.
 - 1. Action item to ensure Departments are clarifying if vehicles are leased or not in Chevin Fleet System.
 - ii. Within 30-45 days submit SOW to OCPO to lease 44 hybrid vehicles and 7 EV's.

 - c. AVL-GPS RFP
 - i. Current RFP with Procurement – contract expires February 2024.

- IX. FY2023 VSC Meeting Schedule
 - a. Next Vehicle Steering Committee Meeting – June 21, 2023

- X. Adjourn

ADJOURNMENT

A motion to adjourn meeting was made by Raffi Sarrafian, seconded by Commissioner Degnen. Motion carries.