

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

**Tuesday, July 22, 2025**

**10:00AM**

**In-person Meeting**

**ATTENDANCE**

<b>Present</b>	<b>Zahra Ali</b> (Chief Administrative Officer), <b>Tanya Anthony</b> (Chief Financial Officer), <b>Velisha Haddox</b> (Chief of the Bureau of Human Resources), <b>Kanako Ishida</b> (Director of the Department of Budget and Management Services), <b>Raffi Sarrafian</b> (Chief Procurement Officer), <b>Sis Killen</b> (Superintendent of Transportation and Highways), <b>Deanna Zalas</b> (Director of the Department of Risk Management), <b>Anthony Scalise</b> (Chair of the Finance Committee of the County Board), <b>John Hourihane</b> (States Attorney), <b>Sojourner Colbert</b> (Sheriff's Office), <b>Kevin Schnoes</b> (Interim Director of the Department of Environment and Sustainability) <b>Commissioner Bridget Degnen</b> (Chair of the Environment and Sustainability Committee of the County Board) (12)
<b>Absent</b>	Tom Lynch (Chief of the Bureau of Technology) (1)

**PUBLIC TESTIMONY**

None

**COMMITTEE MINUTES**

III. Approve Minutes from April 16, 2025.

**A motion to approve all minutes was made by Raffi Sarrafian, seconded by Anthony Scalise. Motion carries.**

IV. Fleet Management Update

a. Countywide Vehicle Inventory

a. Rado Stoilov – Annual breakdown of Countywide vehicles by department. Grand total at 1,926 vehicles; 1,213 Sheriff Office, 189 SAO, 340 Offices Under the President, 110 Chief Judge, 41 Health and Hospitals, 33 Other Elected Officials/Independent Agencies.

b. Vehicle Violations

a. Rado Stoilov – City of Chicago vehicle violations totaling 198 with an outstanding amount of \$21,370.00, and 10 payments pending. No suburban violations.

V. Risk Management Q2 FY25 Update

a. Tiffany Leroy – FY2025 Settlements thru 6/30/25

- a. 23 payments totaling \$261,144.00 with an average amount paid of \$11,354.00

VI. Accident Review Board Q2 FY25 Updates

- a. BOA Collision Summary Report Q2 FY25
  - a. Total of 5 incidents, 0 pending VSC accident review board hearing, 0 discipline
- b. Sheriff's Collision Summary Report Q2 FY25
  - a. Total of 33 incidents, 7 resulting in discipline, and 5 pending CCSO accident review board hearing
- c. States Attorney Collision Summary Report Q2 FY25
  - a. Total of 7 incidents, 0 resulting in discipline and 7 pending SAO accident review board hearing
- d. DOTH Vehicle Summary Report Q2 FY25
  - a. Total of 4 incidents, 1 resulting in discipline, 0 pending DOTH accident review board hearing

VII. JTDC FY26 Vehicle Requests

- a. 2003 Ford E-450 with 160K miles to be replaced with a new 15 Passenger Van
- b. 2011 Chevy Tahoe with 160K miles to be replaced with a new Ford Explorer SUV

**A motion to approve both 15 Passenger Van and Hybrid Ford Explorer SUV was made by Raffi Sarrafian, seconded by Zahra Ali. Motion carries.**

VIII. Vehicle Salvage Improvement Project Update and Recommendations

- a. Design, build and implement a Vehicle Fleet Salvage Management Process available to all Stakeholders that includes digitized forms, automation, document storage, request tracking and stakeholder communications.
- b. Track details of all for salvage requests (date, department, vehicle information) accessible to all Stakeholders
- c. Create an electronic data store to house all titles
- d. Centralized form ownership/maintenance
- e. Standardize how after-market equipment is removed and tracked (GAAP accounting standards)
- f. Streamline the buyer scheduling and pick up process (dedicated process manager/liaison)

IX. AVL/GPS and Take-Home Vehicle Compliance Update

- a. AVL-GPS Policy/Take Home Policy
  - a. New process and new forms Include
    - i. Fleet SharePoint site
    - ii. Document library and dedicated file structure

X. Q4 FY2025 VSC Meeting September 24, 2025

XI. Adjourn

**ADJOURNMENT**

**A motion to adjourn meeting was made by Raffi Sarrafian, seconded by Anthony Scalise. Motion carries.**