

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

**Tuesday, March 10, 2020**

**10AM**

**69 W. Washington Conference Rm B**

**ATTENDANCE**

**Present** Tanya Anthony, Annette Guzman, Tom Lynch, Ammar Rizki, John Yonan, Melva Brownlee, Deborah Stone, Anthony Scalise, Velisha Haddox, Raffi Sarrafian, Deanna Zalas, Sojourner Colbert, Brenski Coleman (13)

**Absent**

**PUBLIC TESTIMONY**

None

**COMMITTEE MINUTES**

III. Approval of the minutes from the meeting of 12/17/2019

**A motion to approve the minutes was made by Deanna Zalas, seconded by Anthony Scalise. Motion carries.**

IV. Fleet Management Updates

a. Countywide Vehicle Inventory Update

i. Rado Stoilov – Breakdown of Countywide vehicles by department. Grand total at 1908.

b. Vehicle Violations Update

i. Rado Stoilov – Outstanding violations currently at 151 at \$22,946.40

1. Tanya Anthony – Chief judge/Clerk/SA conduct evaluation on their vehicles.

2. Tanya Anthony – All Departments to check on titles on each vehicle for registration and report back for September 15 meeting.

ii. Rado Stoilov – Outstanding Suburban violations currently at 2 at \$200 and will give reminders every 30/60/90 days.

c. VSC and Fleet Coordinator Responsibilities

i. Tanya Anthony – Review and provide comments to Rado by end of this month; update the employees assigned on roles and responsibilities and know who your vehicle coordinators are (name and contact).

ii. Tanya Anthony – Possibly establishing an email address etc. on Cook County website so the public can call to report incidents involving County vehicles.

d. Update on Fleet Management System (Sheriff)

i. Sheriff's Office recently met with Procurement on a piggyback contract that is targeted for May or June to support a fleet management system. High level specs for this program will be given at June 24 meeting.

e. Other Vehicle Topics – General Discussion/Questions

i. Treasurer asks for advice on how to get a vehicle in the summer outside of the regular capital requests.

- V. Green Fleet Policy Discussion
  - a. Default to Hybrid
    - i. Tanya Anthony – Implementation of hybrid vehicles, especially smaller passenger vehicles.
    - ii. Deanna Zalas – Updating the Green Fleet Policy to encourage public transportation as we have transfer credits that the County provides.
  - b. GPS Requirement
    - i. Tanya Anthony – Requirement for all vehicles, except for law enforcement, to have GPS. This allows us to make sure we are reaching our goals for the Green Fleet.
    - ii. Deborah Stone – Being able to know where these cars are going, we can then move to electric. BAM is in talks with vehicle charging stations and the GPS will help with use of vehicles.
- VI. Future Fleet Concerns: Sedans
  - a. Tanya Anthony – Goal is to default to hybrid, while looking at use, etc.
- VII. Collision Review Board Report
  - a. Tanya Anthony – Collision Review Committee Meeting was held 2/27/2020. 1 incident reported to Collision Review Board.
- VIII. Risk Management Vehicle Incident Report
  - a. Deanna Zalas – 2020 Grand total amount paid \$90,301.94, number of payments 11. 2020 so far is moderate compared to other years.
- IX. FY2020 VSC Meeting Schedule
  - a. June 24, 2020
  - b. September 15, 2020
- X. New VSC Items
  - a. None.
- XI. Adjourn

#### **ADJOURNMENT**

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