



## Legislation Text

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File #: 19-714, Version: 1

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### MEMORANDUM

**TO:** The Honorable Tina Scott, Chair, Board of Supervisors

**FROM:** Carol J. Huchingson, County Administrative Officer

**DATE:** July 23, 2019

**SUBJECT:** Approve in concept the revised Vehicle Policy and direct the Human Resources Director to meet and confer with the appropriate bargaining units

### EXECUTIVE SUMMARY:

During 2018, your Board directed staff to draft changes to the County Vehicle Policy and on 12/04/18, staff presented a revised draft for your review and consideration. Your Board expressed conceptual with the proposed changes, and directed staff to meet with the Sheriff and the District Attorney regarding Section 9, Take Home/Overnight Vehicle Authorization, specifically, Section 9.A.1 Assignment Criteria.

The 12/04/18 draft of Section 9.A.1 is attached hereto for your comparison purposes. Assignment criteria was proposed to limit the number of take-home vehicle assignments to one authorized employee per department per day for District Attorney Investigators. The draft proposed to continue the long-standing policy allowing Deputy Sheriffs to have vehicles permanently assigned.

After conferring with the Sheriff and the District Attorney, staff is proposing Section 9.A.1 be amended further and a new draft is attached for your consideration which includes the following changes from the 12/04/18 draft:

#### Section

- 9.A.1.a First responders responding directly to the scene of an emergency, subject to the conditions listed and as authorized by his/her Department Head, shall be assigned take-home vehicles;
- 9.A.1.b The District Attorney may permanently assign vehicles to Investigators subject to the conditions listed;
- 9.A.1.c Continued authority given to the Sheriff to permanently assign vehicles to his deputies and new authority to the Sheriff to permanently assign vehicles to his sworn

management staff.

**FISCAL IMPACT:** ☒ None ☐ Budgeted ☐ Non-Budgeted

Estimated Cost:

Amount Budgeted:

Additional Requested:

Annual Cost (if planned for future years):

**FISCAL IMPACT (Narrative):** None

**STAFFING IMPACT (if applicable):** None

**RECOMMENDED ACTION:** Approve in concept the revised Vehicle Policy and direct the Human Resources Director to meet and confer with the appropriate bargaining units.