

**Fleet Management Review Committee
Regular Meeting Minutes**

DATE & TIME: December 3, 2024 – 3:00 PM
LOCATION: K.L. Binder Library, 6th Floor, County Office Building, Kingston
PRESIDING OFFICER: Chair Maloney
LEGISLATIVE STAFF: Natalie Kelder, Legislative Financial Analyst
PRESENT: Legislators Hewitt, Levine (@ 3:17), Litts, Roberts, Stewart & Former Legislator Petit
ABSENT: None
QUORUM PRESENT: Yes

OTHER ATTENDEES: Deputy County Executives Capuano & LaValle, Deputy Comptroller Dinstuhl, Director Erichsen, Deputy Director Gaffney, Deputy Commissioner DPW - Fleet Millian, Steven Bouffard – Ulster County District Attorney

Chair Maloney called the meeting to order at 3:05 PM.

Legislator Litts led the committee in the Pledge of Allegiance.

Chair Maloney reminded the members of meeting protocol and reviewed the progress of the committee thus far. Chair Maloney discussed the status of the policy relating to Sheriff’s Office.

The committee agreed to change reporting throughout the Sheriff’s Office section from semi-annually to annually, to coincide with what was done previously in the policy.

The committee agreed to change ‘Fleet Administration’ to ‘Fleet Manager’ throughout.

The committee agreed to remove references to form numbers, as they could become outdated.

The committee requested a follow up email be sent to the Sheriff’s Office to obtain their opinion on uniform markings, call-out numbers for the Jail employees with take-home vehicles, and a list of commissioned employees.

Emergency Services Director Erichsen explained the 2023 Response numbers and the structure of the department. Chair Maloney confirmed that the Mutual Aid Plan requires a county representative to manage and coordinate resources. Chair Maloney noted that the individuals responding directly to the scene for live saving measures are different than the ones going for reporting purposes. Director Erichsen expressed liability concerns for putting lights and sirens in vehicles owned by the individual employee.

Motion No. 1: **Motion to Approve the minutes of the November 18, 2024 Meeting Minutes**
Motion Made By: Legislator Hewitt

Motion Seconded By: Legislator Litts
Voting in Favor: Legislators Hewitt, Levine, Litts, Maloney, Roberts Stewart & Former Legislator Petit
Voting Against: None
Votes in Favor: 7
Votes Against: 0
Disposition: **Minutes Approved**

Motion to Adjourn

Motion Made By: Legislator Litts
Motion Seconded By: Legislator Stewart
Votes in Favor: 7
Votes Against: 0
Adjourned: 4:06 PM
Respectfully submitted: Natalie Kelder, Legislative Financial Analyst
Approved: December 16, 2024