

**COUNTY OF EL DORADO, CALIFORNIA
BOARD OF SUPERVISORS POLICY**

Subject: VEHICLE USE, STANDARDS, PROCUREMENT AND DISPOSAL	Policy Number D-4	Page Number: 1 of 9
	Date Adopted: 12/22/1987	Revised Date: 06/24/14 (Exhibit A Only)

Background

This policy sets forth rules regarding the use and operation of vehicles while on official County business; the assignment, use and operation, procurement and disposal of County-owned vehicles; and the methods used by the County to meet business transportation needs of County employees.

Both County-owned and privately owned vehicles are used by County employees to accomplish County business transactions. The County's Fleet Management Unit in the Department of General Services shall operate an automotive pool and shall coordinate department requests for leased or rented vehicles to make vehicles available to County departments. Where appropriate, County vehicles shall be assigned to specific County departments and managed by Fleet Management.

For ease of reference, the Vehicle Use, Standards, Procurement and Disposal Policy is presented in the following sections:

A. General Policy

B. Vehicle Use

1. County Owned Vehicles
 - a. Driver Directives
 - b. Driver Safety
 - c. Department Directives
 - d. Moving Violations, Tickets and License Restrictions
2. Permanent Assignment and Overnight Retention (Take-Home Vehicles)
3. Temporary Overnight Retention
4. Vehicles Available For Temporary Use
5. Use of Personal Vehicles for County Business
6. Responsibilities

C. Standards

1. Vehicle Standards
2. Minimum Usage Standard for Assigned Vehicles
3. Vehicle Classification Standards
4. Four-Wheel Drive Vehicle Standards

D. Vehicle Procurement

E. Vehicle Disposal

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A. General Policy

1. It is the intention of the County to:
 - a. Establish uniform practices for the use of County vehicles, the rental and lease of vehicles, the use of personal vehicles for County business and County vehicle procurement and disposal.
 - b. Establish vehicle standards that provide safe, reliable and cost effective vehicles that meet the needs of County departments.
 - c. Optimize fleet utilization practices to right-size the County fleet and ensure proper vehicle use.
2. Department heads shall be responsible for ensuring that all employees and other authorized drivers (volunteers, etc.) within their department who drive vehicles on County business understand and comply with this policy.
3. Department heads shall ensure that all employees and other authorized drivers within their departments who drive a personal or County vehicle on County business for any reason shall participate in the driver's license monitoring program administered by Risk Management.
4. All vehicles owned by the County, including vehicles identified on individual department asset inventories, must meet maintenance, repair and safety standards as required by Fleet Management.
5. Drivers of vehicles being used for County business, whether County-owned or privately owned, shall:
 - a. have in their possession at all times a valid license to operate a vehicle in the State of California (e.g., California or Nevada Driver's License);
 - b. strictly obey the California Motor Vehicle Code or applicable state Motor Vehicle Code;
 - c. comply with established County procedures concerning accidents (an accident instruction packet shall be kept in the glove compartment of all County-owned vehicles and made available to employees and other authorized drivers using personal vehicles for County business); a standard County accident form shall be completed at the accident site or as soon as practicable thereafter.
 - d. follow established rules and procedures as set forth below for the use of privately owned vehicles and County-owned vehicles.

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B. Vehicle Use

Department heads are responsible for the proper and efficient use of assigned vehicles and related equipment.

1. County Owned Vehicles

The following rules govern the use of County owned vehicles:

a. Driver Directives

- 1) County vehicles shall be used only for authorized, official County business associated with performing duties within the employee's/volunteer's job responsibilities and shall not be used for personal reasons.
- 2) County vehicles are to be driven only by authorized County employees with the exception of authorized service or parking personnel or authorized volunteers (STAR, SAR, etc.).
- 3) Only authorized personnel associated with official County business shall be transported in a County vehicle. Authorized personnel may include non County employees participating in official County business. In the case of an emergency the driver of a County vehicle is authorized to transport any person who, because of such emergency, is in a situation requiring transportation.
- 4) Smoking is prohibited in all County owned vehicles (pursuant to County ordinance section 8.6.050).
- 5) The driver shall not use the County Vehicle in an unnecessary manner which may cause damage or undue wear to the vehicle.
- 6) The driver shall use the vehicle in a manner for which it is designed and not attempt tasks that are beyond the vehicle's capabilities. The driver shall exercise caution and discretion at all times.
- 7) County vehicle operators have a responsibility to act in a professional manner at all times while operating County vehicles.

b. Driver Safety

- 1) It is the driver's responsibility to perform a basic safety inspection of a vehicle prior to operation and to not operate an unsafe vehicle. Fleet Management shall provide a vehicle safety checklist for use by departments. The driver shall ensure that the vehicle to be used is in an apparent safe condition and shall report all mechanical defects to the appropriate department head or designee for corrective action.
- 2) Safety belts shall be used by the driver and all passengers while the vehicle is in

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operation with the exception of members of the Sheriff's Department who follow Vehicle Code 27315.5 which gives them the option to require seat belts.

c. Department Directives

- 1) All County-owned vehicles shall have a vehicle service and safety inspection performed every 5,000 miles or six (6) months, whichever occurs first. Fleet Management will track vehicle service and safety inspections and shall provide departments with a report of services due on a monthly basis.
- 2) Departments are responsible for reporting vehicle odometer readings for all department assigned vehicles to Fleet Management on a monthly basis.
- 3) Departments shall maintain and monitor vehicle usage logs. The logs shall track, on a daily basis, individual drivers, program use, date and time of use, and beginning and ending odometer readings. Any exception to the vehicle usage log requirement must be approved by the Chief Administrative Officer and subsequently reported to the Board of Supervisors.
- 4) All County-owned vehicles shall be filled with gasoline and oil at County designated facilities when practical. Non-designated fueling facilities should be used only on extended trips or in emergency situations.
- 5) Departments are responsible for meeting the minimum vehicle use standard of 8,000 miles a year or vehicle use at least 80% of the available workdays.

d. Moving Violations, Tickets and License Restrictions

- 1) Moving violations and parking tickets are the responsibility of the driver receiving the ticket and should be resolved in a timely manner.
- 2) A driver must report any citation or ticket (moving violation, driving under the influence (DUI), unsafe vehicle condition, etc.) while driving a County vehicle to his/her department head no later than the next business day. The department head shall provide this information to Risk Management the day it is received. If the Department head is notified by Risk Management (via the drivers license monitoring program) after the fact, this will be grounds for progressive discipline up to and including termination from employment or dismissal from the volunteer program.
- 3) A driver operating a County vehicle must report a driver's license restriction or revocation to his/her department head the next day the driver is at work. The department head shall provide this information to Risk Management the day it is received. A driver with three (3) or more moving violations or two (2) at-fault accidents in a 12-month period may be disallowed from driving a County vehicle. If the Department head is notified by Risk Management (via the driver's license

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monitoring program) after the fact and the driver has continued to drive on County business, this will be grounds for progressive discipline up to and including termination from employment or dismissal from the volunteer program.

2. Permanent Assignment and Overnight Retention (Take Home-Vehicles)

The initial permanent assignment and overnight retention of County-owned vehicles must be approved by the Board of Supervisors. The Chief Administrative Officer shall review and may subsequently continue or rescind authorization of permanent assignment and overnight retention of County-owned vehicles on an annual basis. Permanent assignment and overnight retention shall be authorized based on the following criteria:

- a. An employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis. An employee assigned on-call duties on a rotational basis shall only take a County vehicle home on those days the employee is assigned the on-call duty.
- b. It can be demonstrated to the Board of Supervisors that it is in the best interest of the County for an employee to be assigned permanent and overnight retention.

County employees are responsible for complying with Internal Revenue Service tax regulations governing commute reporting in County vehicles.

3. Temporary Overnight Retention

Department heads may give approval for temporary overnight retention when such action would clearly be in the best interests of the County.

4. Vehicles Available for Temporary Use

- a. Fleet Management shall operate and maintain a centralized pool of vehicles that may be used by any department. The pool will contain a variety of vehicle types, including four-wheel drive vehicles. Multiple pool locations may be maintained for convenient access to pool vehicles by departments.
- b. Fleet Management shall assist departments in meeting temporary or short term vehicle needs through the use of a managed pool of County owned vehicles or by providing rented or leased vehicles.
- c. The County may enter into agreements for rented or leased vehicles for the purpose of meeting departmental vehicle needs. Fleet Management shall oversee such agreements on

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behalf of the County and shall coordinate departmental requests for rented or leased vehicles.

5. Use of Personal Vehicles for County Business:

Any person who drives a personal vehicle during the course of official County business shall have no less than the minimum automobile insurance required by the State of California.

- a. Personal vehicles must meet safety standards as required by the California Vehicle Code. A copy of the vehicle safety checklist used for County vehicles will be provided upon request to assist in complying with this requirement.
- b. Mileage reimbursement for use of a personal vehicle for County business shall be in accordance with County Travel Policy D-1.

6. Responsibilities

a. Department heads are responsible for:

- 1) Ensuring department compliance with all provisions of this policy, with the exception of ensuring that drivers of personal vehicles have no less than the minimum automobile insurance required by the State of California. It is the responsibility of the driver and not the Department Head to ensure this requirement is met.
- 2) Maintaining and monitoring vehicle usage logs or other authorized vehicle tracking systems. The logs or systems shall track, on a daily basis, individual drivers, program use, date and time of use, and beginning and ending odometer readings. Vehicle logs and tracking system reports are subject to periodic review by the Fleet Management for proper usage and control.
- 3) Ensuring that vehicle service, safety inspection and other required service schedules are met.
- 4) Achieving vehicle utilization objectives for his/her assigned vehicles.
- 5) Ensuring that all drivers identified by Risk Management (via the driver's license monitoring program) who have had their licenses revoked or suspended will not drive for any reason on County business.

b. Fleet Management is responsible for:

- 1) Managing and maintaining the County vehicles in a safe, reliable, and cost effective manner.
- 2) Providing vehicle service, safety inspection, and other required service schedules to

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departments and coordinate the required activities.

- 3) Implementing vehicle standards and right-sizing the fleet.
- 4) Conducting periodic vehicle log reviews.
- 5) Coordinating vehicle procurement and disposal with the Purchasing Agent.
- 6) Monitoring department compliance with the provisions of this policy. Instances of non-compliance shall be reported to the affected department head for resolution or corrective action. Instances of unresolved or repeated non-compliance shall be reported to the Chief Administrative Officer for further action. Vehicle reassignment may occur.

C. Standards

1. Vehicle Standards

- a. Fleet Management is responsible for standardizing the County fleet. The intent of establishing vehicle standards is to provide the safest, most reliable and economical vehicle that is appropriate for the job for which it is intended. Additionally, standardization enhances Fleet Management's ability to repair, stock parts, and maintain units in an economical manner.
- b. Appropriate safety and economic criteria shall be applied to establishing and maintaining a standardized fleet. Criteria for equipment standards shall include but not be limited to:
 - 1) Purchase price
 - 2) Fuel efficiency
 - 3) Vehicle emission rating
 - 4) Reliability
 - 5) Operating costs
 - 6) Other special criteria as may be required by County departments.

Vehicles purchased by the County shall be the most fuel efficient vehicles available that meet safety, reliability, cost effectiveness and County program requirements. For general County use this usually would mean compact automobiles and pickup trucks.

- c. As appropriate, Fleet Management may introduce alternatively fueled vehicles into the County fleet. Alternatively fueled vehicles shall be evaluated in actual County driving conditions for safety, reliability and cost effectiveness.
- d. Fleet Management shall ensure that all County vehicles are conspicuously marked with County approved insignia, the words "Official Use Only" and a County vehicle number. Fleet Management may exempt vehicles from such marking if necessary for law enforcement, investigatory or other special purposes.

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e. Any modifications to County vehicles must be pre-approved and coordinated by Fleet Management.

2. Minimum Usage Standard for Assigned Vehicles

Assignment of vehicles to individual departments shall be based on the following minimum use criteria:

- a. 8,000 miles a year, or
- b. vehicle use at least 80% of the available workdays.

This standard applies to all County-owned vehicles and rented vehicles or leased vehicles assigned to departments. Fleet Management will assist department heads in managing the vehicles assigned to them and may reassign vehicles if departments do not meet the minimum use standard. The Chief Administrative Officer may authorize exceptions to the minimum use standard on a case by case basis.

3. Standard Vehicle Classifications

- a. Fleet Management shall work with departments to develop a listing of standardized vehicle classifications for each County department program. Such listing shall be attached hereto and referred to as Exhibit 'A' Vehicle Standards by County Program.
- b. Requests for deviation from Fleet standard vehicles must be submitted in writing on such forms as provided by Fleet Management and approved by the Chief Administrative Officer.
- c. Vehicle standards for public safety, disaster, or 24-hour on-call response programs may be different than standards for general use vehicles. Special consideration will be given when setting standards for law enforcement vehicles and other emergency response vehicles.
- d. Fleet Management shall review the Vehicle Standards listing on an annual basis and submit updates and revisions to the Board of Supervisors for adoption as necessary.

4. Four-Wheel Drive Vehicle Standards:

Pool rental of four-wheel drive vehicles for seasonal or occasional off-road use is the preferred option when department vehicle utilization does not meet minimum usage criteria. The minimum utilization criteria for assignment of four-wheel drive vehicles include:

- a. the requirement for off-road vehicle clearance to travel on unpaved surfaces, and/or

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- b. four-wheel drive traction to travel snow/ice covered roads during harsh winter weather conditions at a minimum of 50% of the time on an annual basis.

D. Vehicle Procurement

The County fleet shall be standardized through the procurement process. This standardization shall include procurement of rented, leased and County owned vehicles. For County owned vehicles, the vehicle life-cycle costs (which include both the purchase price and operating costs of the vehicle) shall be incorporated into procurement decisions.

E. Vehicle Disposal

Vehicles shall be disposed of in accordance with County surplus property requirements. The following criteria are considered by Fleet Management in determining the need to dispose of County vehicles:

- a. Vehicle operating and repair cost per mile.
- b. Vehicles no longer needed or serviceable.
- c. Vehicle age, mileage, condition, accumulated depreciation, utilization and parts availability.
- d. High or anticipated high maintenance costs.
- e. Introduction of improved vehicle technology, especially in the areas of fuel efficiency, safety, productivity and maintenance.
- f. Vehicle repair cost exceeds salvage value.

Vehicle Use, Standards, Procurement and Disposal Policy

Exhibit 'A' - Vehicle Standards by County Program

All County Owned Vehicles will follow these Standards by designation. Basic vehicles include:
 Gasoline engine with best EPA fuel economy rating available, automatic transmission, power windows and door locks, and air conditioning. Alternative fuel and Hybrid powered vehicles will be considered whenever possible. All other vehicle types *not* meeting this **Standard** must have an upgrade justification approved by the CAO Officer in accordance with the County Policy D-4; Vehicle use, Standards, Procurement, and Disposal. All **annually assigned vehicles (AAV)** requests must also have written justification in lieu of Fleet Pool use presented to the Fleet Manager, and may be requested at any time by Fleet Services for vehicle utilization auditing purposes. Reassigned vehicles may be allowed to preempt the county standard when eliminating a vehicle replacement purchase

Department	Program Description	Standard Class and Description
Agriculture	Agricultural Commissioner Administration	10X;MIDSIZE 4X4 SUV 12;PICKUP 1/2 TON 2WD 15; MIDSIZE SEDAN
	Enforcement	12X; ½ TON PICKUP 4X4
	Weights & Measures	12; PICKUP ½ TON 2WD 13; PICKUP ¾ TON 2WD
	Wildlife Mgt	13XB; 4X4 ¾ TON. EXT-CAB PU
Air Quality Management District	AQMD	12; PICKUP ½ TON 2WD 20H; HYBRID COMPACT 15H;HYBRID MIDSIZE 10X; MIDSIZE SUV 4X4
Assessor	Assessor Administration	15; MIDSIZE SEDAN
	Field	11; SMALL PICKUP 2WD 11X; SMALL PICKUP 4X4 12X; ½ TON PICKUP 4X4
Chief Administrative Office	Information Technologies	04; MINI VAN 2WD 19; CARGO VAN 2WD
	Stores, Mail, and Records Management Operations	19; CARGO VAN 2WD
	SLT Courier	19X; CARGO VAN AWD
	Surplus Material Handling	19; CARGO VAN 2WD
	West Slope Building Maintenance	12; PICKUP ½ TON 2WD 13; PICKUP ¾ TON 2WD 10X; MIDSIZE SUV 4X4 19; CARGO VAN
	South Lake Tahoe Building Maintenance	12X; PICKUP ½ TON 4X4 10X; MIDSIZE SUV 4X4
	West Slope Facilities	15; MIDSIZE SEDAN 20H; HYBRID COMPACT 12; PICKUP ½ TON 2WD
	Parks Administration	11; COMPACT PICKUP 2WD 12; PICKUP ½ TON 2WD 20H; HYBRID COMPACT
	River Management	12; PICKUP ½ TON 2WD
	Grounds Maintenance	13; PU ¾ TON 2WD 07; ¾ TON C&C 13XD; PU ¾ TON 4X4 DSL
Child Support Services	CSS Casework Staff	15; MIDSIZE SEDAN
	Tahoe Offices	10X; MIDSIZE 4X4 SUV
Community Development Agency	Development Services	
	West Slope Building Operations Support & Planning	15; MIDSIZE SEDAN
	WS Building Inspection	12; PICKUP ½ TON 2WD
	WS Building Inspection Supervisor	12X; PICKUP ½ TON 4X4
	WS Building Code Enforcement-Permits	10X; MIDSIZE 4X4 SUV
	WS Planning	20; COMPACT SEDAN
	SLT Uniform Building Code	10X; MIDSIZE 4X4 SUV
	SLT Building Inspection	10X; MIDSIZE 4X4 SUV
	Environmental Management	
	WS Administration – General Support	15; MIDSIZE SEDAN 20H; HYBRID COMPACT 15H; HYBRID MIDSIZE
	WS Environmental Health Inspections	12; PICKUP ½ TON 2WD
	WS Hazmat Compliance	12; PICKUP ½ TON 2WD 12X; PICKUP ½ TON 4X4
	WS Mosquito Abatement	12X; PICKUP ½ TON 4X4
	WS HAZMAT Litter Abatement	12; PICKUP ½ TON 2WD 19; CARGO VAN, ¾ TON
	SLT Operations	10X; MIDSIZE 4X4 SUV
	SLT Vector Control	13X; PICKUP ¾ TON 4X4
	Solid & Liquid Waste (CSA#10)	19; CARGO VAN ¾ TON
Household Hazmat	12; PICKUP ½ TON 2WD 12X; PICKUP ½ TON 4X4	
Transportation Division		
WS Operations General Administration	15; MIDSIZE SEDAN 02X; FULL SIZE 4X4 SUV 10X; MIDSIZE 4X4 SUV	
WS Highway Maint Crew	12; PICKUP 1/2 TON 2WD 13; PICKUP 3/4 TON 2 WD 13 D; PU 3/4 TON DIESEL	

Department	Program Description	Standard Class and Description
Community Development Agency (cont.)		12X; PU 1/2 TON 4X4 13XD; PU 3/4 TON 4X4 DSL 14XD; PU 1-TON 4X4 14XD; PU 1-5ON 4X4 DSL 28X; 4X4 C&C CLS 5 14X; PICKUP 1 TON 4X4 14XD; PU 1-TON 4X4 DSL 13XD; PU 3/4 TON 4X4 DSL 13XF; PU 3/4 TON 4X4 BIFL 10X; MIDSIZE 4X4 SUV 21X; CLASS 4 4X4 DUMP 10X; MIDSIZE 4X4 SUV 02X; FULL SIZE 4X4 SUV ALL CLASSIFICATIONS 12XB; PU 1/2 TON 4X4 EX 12; PU 1/2 TON 2WD 12X; PU 1/2 TON 4X4
	Shop and Bridge Service; both WS and SLT SLT Highway Maint Crew	
	SLT Administration	
	Fleet Services Unit; Motor Pool Fleet Service Shop Airports	
District Attorney		
	WS Core Prosecution SLT Offices WS Victim/Witness Assistance Elderly Abuse Auto Fraud	15; MIDSIZE SEDAN 10X; MIDSIZE 4X4 SUV 15; MIDSIZE SEDAN 15; MIDSIZE SEDAN 13X; PICKUP 4X4 3/4 TON
Health & Human Services Agency (HHS A)		
	Administration; CBSP Admin; Public Guardian Community Services Weatherization Public Housing Authority	15; MIDSIZE SEDAN 20; COMPACT SDN 15H & 20 H HYBRIDS 10X; MIDSIZE 4X4 SUV 18; 12-15 PASS VAN 2WD 04; MINI-VAN 2WD 06X; AWD 8 PASS VAN 19; CARGO VAN 2WD 12X; PU 1/2 TON 4X4 15; MIDSIZE SEDAN 12X; PU 1/2 TON 4X4
Health & Human Services Agency (HHS A) (cont.)		
	Senior Nutrition, title III C CBSP Administration Public Guardian	15; MIDSIZE SEDAN 11; COMPACT PU 2WD 12; PU 1/2 TON 2WD 12X; PU 1/2 TON 4X4 15; MIDSIZE SEDAN 15; MIDSIZE SEDAN
HHS A Mental Health		
	WS Admin Central Division WS/SLT PHF Psychiatric Division (4X4 Mini Van N/A) WS Children's Services (4X4 Mini Van N/A) WS Adult Day Treatment WS Adult services SLT Children's Services SLT Adult Services	15; MIDSIZE SEDAN 06X; AWD 8 PASS VAN 15; MIDSIZE SEDAN 06; AWD 8 PASS VAN 15; MIDSIZE SEDAN 04; MINI-VAN 2WD 18; 12-15 PASS VAN 15; MIDSIZE SEDAN 16; FULL SIZE SEDAN 15; MIDSIZE SEDAN 10X; MIDSIZE 4X4 SUV 02X; FULL SIZE 4X4 SUV 10X; MIDSIZE 4X4 SUV
HHS A Public Health		
	General Administration Nursing Services SLT Clinics and Offices WS Animal Conrol; Field SLT Animal Control, field	15; MIDSIZE SEDAN 10; MIDSIZE 2WD SUV 04; MINI-VAN 2WD 10X; MIDSIZE 4X4 SUV 12; PU 1/2 TON 2WD 13; PU 3/4 TON 2WD 13X; PU 3/4 TON 4X4 14X; PU 1 TON 4X4
Probation		
	Administration WS Home Detention SLT Day Reporting (4X4 Mini Van N/A) Juvenile Supervision	15; MIDSIZE SEDAN 10X; MIDSIZE 4X4 SUV 10X; MIDSIZE 4X4 SUV 06X; AWD 8 PASS VAN 10X; MIDSIZE 4X4 SUV 12X; PU 1/2 TON 4X4

Department	Program Description	Standard Class and Description
Probation (cont.)	Juvenile Placement Juvenile - AB1913/CPA2000	16; FULL SIZE SEDAN 15; MIDSIZE SEDAN 10X; MIDSIZE 4X4 SUV 15; MIDSIZE SEDAN
	Adult Supervision	10X; MIDSIZE 4X4 SUV 15; MIDSIZE SEDAN
	Juvenile Program-Custody/Family Reunification	16; FULL SIZE SEDAN 06X; AWD 8 PASS VAN
	SLT Juvenile Hall	10X; MIDSIZE 4X4 SUV 06X; AWD 8 PASS VAN
Public Defender	Public Defender	15; MIDSIZE SEDAN
Sheriff	Administration	10X; MIDSIZE 4X4 SUV 02X; FULL SIZE 4X4 SUV
	Personnel	15; MIDSIZE SEDAN 10X; MIDSIZE 4X4 SUV
	Training	15; MIDSIZE SEDAN
	Information Services	06X; AWD 8 PASS VAN 10X; MIDSIZE 4X4 SUV
	Communications	02X; FULL SIZE 4X4 SUV 12X; PU 1/2 TON 4X4
	Civil Division	10X; MIDSIZE 4X4 SUV
	Range Equipment	12X; PU 1/2 TON 4X4
	SAR	12X; PU 1/2 TON 4X4 13X; PU 3/4 TON 4X4
	Rubicon Patrol/SAR	19; CARGO "BOX" VAN
	Dive Team	10X; SPECIAL OHV 4X4 19; CARGO/AMBULANCE
	Bomb Squad	13XB, 3/4 TON PU 4X4 14; PU 1 TON SPECIAL SPECIAL CONST. VEH
	STARS	15; MIDSIZE SEDAN 10X; MIDSIZE 4X4 SUV
	(for extended service after patrol)	02PX; POLICE SUV
Sheriff (cont.)	Vehicle Abatement	01P; POLICE SEDAN 16; FULL SIZE SEDAN
	Undercover, Narcotics (Justifications required)	ALL HYBRID CLASS 10X; MIDSIZE 4X4 SUV
	Detectives	ALL CLASSIFICATIONS 15; MIDSIZE SEDAN 16; FULL SIZE SEDAN
	WS/CSI/Evidence	10X; MIDSIZE 4X4 SUV 12X; PU 1/2 TON 4X4 SPECIAL CONST. VEH
	Coroner	15; MIDSIZE SEDAN
	WS & SLT marked Patrol	01; POLICE PATROL SDN 01P; INTERCEPTOR SDN 02PX; POLICE SSV SUV 10PX; INTERCEPTOR SUV 01PX; INTERCEPTOR AWD
	SWAT	ALL CLASSIFICATIONS 12X; PU 1/2 TON 4X4 02PX; POLICE SUV SPECIAL CONST. VEH
	CSI	06X; AWD 8 PASS VAN SPECIAL CONST. VEH
	School Resource Officer	01P; POLICE PATROL SDN
	Custody-Jail	02PX; POLICE SSV SUV 01P; POLICE PATROL SDN
	WS Work Program	04; MINI-VAN 2WD 10X; MIDSIZE 4X4 SUV
	SLT Work Program	06X; AWD 8 PASS VAN
	Bailiff	01P; POLICE PATROL SDN
	WS Transport Court-Jail	18; 12-15 PASS VAN 2 WD 06X; AWD 8 PASS VAN 02PX; POLICE SSV SUV
	SLT Work Program	06X; AWD 8 PASS VAN
	Bailiff	01P; POLICE PATROL SDN
	WS Transport Court-Jail	18; 12-15 PASS VAN 2 WD

Department	Program Description	Standard Class and Description
Sheriff (cont.)	SLT Transport Court Office of Emergency Services (OES) Emerg. Command Center Hi-Tech Task Force Patrol Boat and Waterways Cops in School	16X; AWD 8 PASS VAN 02PX; POLICE SSV SUV 02PX; POLICE SSV SUV 02PX; POLICE SSV SUV 12X; PU 1/2 TON 4X4 SPECIAL CONST. VAN 10X; MIDSIZE 4X4 SUV 13XD; PU 3/4 TON 4X4 DSL 01P; POLICE PATROL SDN
Treasurer/Tax Collector	Treasurer/Tax Collector	15; MIDSIZE SEDAN 16; FULL SIZE SEDAN
Veterans Services	Veterans Services	15; MIDSIZE SEDAN
Library	Book-Mobile	21; SPECIAL CONSTR.