



# County of Monterey

Item No.

## Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

Legistar File Number: RES 25-054

April 29, 2025

Introduced: 4/14/2025

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Resolution

Consider adopting a resolution to:

Approve and adopt the updated Vehicle Use Policy, O-90 for inclusion in the Board Policy Manual to promote consistent enforcement of policy guidelines and ensure the safe and responsible use of county vehicles.

### RECOMMENDATION:

It is recommended that the Board of Supervisors adopt a resolution to:

Approve and adopt the updated Vehicle Use Policy, O-90, for inclusion in the Board Policy Manual to promote consistent enforcement of policy guidelines and ensure the safe and responsible use of county vehicles.

### SUMMARY/DISCUSSION:

The Vehicle Use Policy promotes the consistent enforcement of vehicle use procedures and safety for drivers of vehicles used for County business. The Vehicle Use Policy covers both county owned and personal vehicles, which are used for County business. The Vehicle Use Policy outlines safety training, vehicle use, vehicle assignment, and the required ongoing monitoring of Motor Vehicle Records via the Employer Pull Notice Program through the Department of Motor Vehicles.

The updated Vehicle Use Policy includes revisions aimed at enhancing driver safety and further regulates the transport of non-county passengers.

### OTHER AGENCY INVOLVEMENT:

County Counsel, Human Resources, and the County Administrative Office has approved the policy update.

### FINANCING:

The County Administrative Office manages the Board Policy Manual. Approval of the recommendation will not result in additional general fund contributions.

### BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The Vehicle Use Policy promotes the safe and responsible operation of county vehicles, reducing risk and liability to the County. It also ensures consistent standards for vehicle use across departments, supporting accountability and operational efficiency.

Mark a check to the related Board of Supervisors Strategic Initiatives

☐ Economic Development

- ☐ Administration
- ☐ Health & Human Services
- ☐ Infrastructure
- ☒ Public Safety

Prepared by: David J. Bolton, Risk Manager

Approved by: Susan K. Blich, County Counsel

Attachments:

1. 2025 County Vehicle Use Policy & Procedures
2. Draft resolution adopting the Vehicle Use Policy
3. Vehicle Use Policy (redline)