MARIPOSA COUNTY RESOLUTION NO. 86-353
ASSIGNMENT OF COUNTY VEHICLES

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Mariposa County, a political subdivision of the State of California, that the responses received from the Departments concerning "Take Home of County Vehicles," be accepted and that said responses become part of the permanent record and from this point forward be referred to as Exhibit A.

PASSED AND ADOPTED this 23rd day of September, 1986 by the Board of Supervisors of Mariposa County by the following vote:

AYES: BARRICK, ERICKSON, RADANOVICH, TABER
NOES: NONE
ABSTAINED: NONE
ABSENT: DALTON

BEVERLY BARRICK, Chairman
Mariposa County Board of Supervisors

ATTEST:

GERALD MCCARTHY
GERALD MCCARTHY, County Clerk and Ex Officio Clerk of the Board

By SYNNIE ROBINSON, Assistant County Clerk and Ex Officio Clerk of the Board

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

JEFFREY C. GREEN, County Counsel
MEMORANDUM

TO: BOARD OF SUPERVISORS
FROM: MARGIE WILLIAMS—DEPUTY CLERK/CLERK OF THE BOARD
RE: TAKE HOME OF COUNTY VEHICLES

Attached please find responses to Supervisor Barrick's letter of August 11, 1986 requesting a letter of necessity for the Take-Home of County Vehicles.

In addition to the letter, each Department was called and reminded of the need for a response by September 11, 1986.

The following Departments responded:

1. Mariposa County Veteran Service
2. Fire Warden
3. Constable
4. District Attorney
5. Farm Advisor
6. Planning Commission
7. Building Department
8. Probation Department
9. Assessor
10. Road Department
11. Social Welfare
12. County Clerk
13. Agricultural Commissioner
August 11, 1986

To: Department Heads

From: Beverly Barrick, Chairman, Board of Supervisors

Re: Take-Home of County Vehicles  Response due: 9/15/86

Please be advised that the County has received recommendations from a risk management consultant that the County should severely curtail the take-home use of County vehicles. In short, the consultant recommended to the Board of Supervisors that County employees only be allowed to take County vehicles home where there is an actual necessity to do so. As you know, the County's liability insurance policy this year contains a $100,000 deductible, which means that the County is responsible for the first $100,000 of any damages for each occurrence including automobile accidents. The Board feels that it must institute a restricted take-home policy regarding County automobiles as a result of the insurance crisis facing the County at the present time.

As a result of the above, the Board of Supervisors on Tuesday, July 22, 1986 instructed the undersigned to inform each and every Department Head that as of September 15, 1986 all take-home use of County vehicles will cease. Any department head who believes that it is necessary for the take-home use of County vehicles in his or her Department shall justify such use in writing to the Board of Supervisors prior to September 15, 1986. The Board will then review the justifications and discuss the matter with the Department Head if necessary. The Board may or may not approve the take-home use of automobiles based upon the justification by the Department Head. Any justification should be very specific in terms of why it is necessary for either the Department Head or employees of his or her Department to take a County vehicle home.

Thank you for your courtesy and cooperation regarding this matter.

Very truly yours,

Beverly Barrick

BEVERLY BARRICK, Chairman
Board of Supervisors
MEMORANDUM

TO: ALL DEPARTMENTS

FROM: SANDRA DAILY/DEPUTY CLERK

DATE: SEPTEMBER 16, 1986

RE: TAKE HOME OF COUNTY VEHICLES

For your information, at the Board meeting of September 16, 1986, the Board continued the matter of Take Home of County Vehicles. The deadline of 9/15/86 previously set has been extended to September 23, 1986.

If you have any questions, please call Margie Williams, Deputy Clerk, Clerk of the Board.
September 11, 1986

FROM:  GLEN POWER

TO:  BOARD OF SUPERVISORS

This office does not intend to take any county cars home.
August 14, 1986

Beverly Barrick, Chairman
Mariposa County Board of Supervisors
Post Office Box 784
Mariposa, Ca. 95338

RE: Take-Home of County Vehicles

Dear Beverly:

At this time there are only two vehicles within the County system that would be subject to your letter dated August 11th in regards to take-home of County vehicles.

The vehicles would be taken home at night on a case by case basis when needed for night time coverage. It is estimated to be approximately 100 nights per year. The County Fire Warden or his Deputy would approve the use of these vehicles for night coverage.

Respectfully,

GARY GILBERT
Mariposa County Fire Warden
September 11, 1986

Mariposa County
Board of Supervisors
Mariposa County Courthouse
Mariposa, CA 95338

RE: Take-Home of County Vehicles

Honorable Chairman and Supervisors:

I respectfully request to be allowed to take the County vehicle allocated to the Constable's Department home, as I have done in the past.

I believe my request is justified because:

1.) The vehicle is used for law enforcement and emergencies. Being elected, I am on call twenty-four hours a day and I receive and respond to numerous calls at home after hours. For most of these calls, the response time from my house is less than from town, not to mention the time used in changing vehicles;

2.) My residence is centrally located and I have been able to assist in car stops coming from Mariposa, Hornitos, Coulterville, or Merced by having the Constable's vehicle at my home;

3.) I have made arrests on California Youth Authority escapees on the way home and near my home. If I had to return to Mariposa to pick up the vehicle, the escapees would have been gone;

4.) Because I have been allowed to take the County vehicle home, I have been able to assist stranded motorists on Guadalupe Mt. both in the summer and the winter.

Thank you in advance for your kind consideration.

Very truly yours,

Edward Mankins, Constable
Mariposa Judicial District
Board of Supervisors  
Mariposa County  
County Courthouse  
Mariposa, California 95338

Re: Take-Home of County Vehicle

Dear Board Members:

The Office of the District Attorney, as well as the Probation Department, Sheriff's Department, and Child Protective Services, are on-call on a 24-hour basis. The District Attorney's Office is called out on all major felonies and child abuse cases. The ability to be involved from the very inception of investigations makes the prosecution of these cases far more cost productive, in my opinion, than any individual savings made on insurance costs.

Yours very truly,

J. B. ECKERSON  
District Attorney
DATE: September 10, 1986

TO: Honorable Board of Supervisors

FROM: Wain Johnson, County Director

RE: Take-Home of County Vehicles

In reference to your letter of August 11, concerning the take-home of county vehicles.

It is requested that the farm advisor be authorized to take his assigned vehicle home on instances when it would be most expedient to leave for a meeting or other official business from my residence. This may include night or weekend meetings or when leaving for out of county trips.

In the conduct of the farm advisor's work in the county, I often have evening, and weekend meetings/consultations that occur out of normal work hours. In many instances it would save time and travel to leave directly from my residence.

Thank you for your consideration.

WJ:sw
MEMORANDUM

TO: Beverly Barrick, Chairman, Board of Supervisors
FROM: Larry Red, Planning Director
SUBJECT: Assignment of County-Owned Vehicles
Mariposa County Ord. 643, Chapter 2.76

In reply to a telephoned request from your office today, this is to advise that the County vehicle assigned to this department is not taken home by any employee. Statements indicating they are aware of County requirements have been signed by all department employees.

This memo should satisfy the requirements of the above referenced ordinance, but if there is anything else needed, please contact us.
September 10, 1986

The Honorable
Board of Supervisors
Courthouse
Mariposa, CA 95338

RE: Use of County Vehicles

Dear Supervisors:

In response to your request, the Building Office will not be utilizing county vehicles on a "take home" situation. The county vehicles are used only during the working day.

Sincerely,

WILLIAM C. LINCOLN
Director of Community Services
DATE: September 10, 1986

TO: BOARD OF SUPERVISORS

FROM: MATTHEW T. CAVALAUGH
CHIEF PROBATION OFFICER

RE: Take-Home of County Vehicles

In response to your correspondence dated 8/11/86, it is my sincere belief that it is an actual necessity for the Probation Department to be approved for take-home use of county vehicles. It is stressed that this department must respond to emergency situations on a 24 hour basis. Such take-home privilege would be restricted to the officer on stand-by duty (i.e. after hour emergency response).

As the Board is aware, the Probation Department is responsible for the active supervision of adult and juvenile probationers. The type of offenders include adult and juvenile felony and misdemeanor sex, drug, violence, and property offenders. Additionally, this department must respond to juvenile status offenses such as runaways, incorrigible, beyond control, etc. Typically, the above-described individuals enter crisis (i.e. reoffend or act out) after normal county work hours. In such situations, the Probation Officer on stand-by responds to the crisis situation. This could involve traveling to the client's home, a residence or location that the client may have run to, or to the Sheriff's Office.

The stand-by officer responds to after hour field emergencies between two to four times a week. Thus far, there have been five emergency responses during the first nine days of September. Given this situation, it is an actual necessity that the Probation Department be approved for take-home use of county vehicles.
September 4, 1986

TO: Beverly Barrick, Chairman, Board of Supervisors

FROM: Stephen F. Dunbar, Assessor

RE: Take-Home of County Vehicles

In response to your request of August 11, 1986 in the above referenced matter, the County truck operated by Charles Shirley is garaged in Coulterville, which is also where his home is located. We would like to continue this practice as it is a cost savings to the County.

Additionally, on rare occasions the Assessor or his designated employee will take home a County vehicle the night before an out-of-town trip or the evening of the return from an out-of-town trip.
August 26, 1986

Beverly Barrick, Chairman
Board of Supervisors
COUNTY OF MARIPOSA
County Courthouse

RE: Take-home of County Vehicles

Dear Ms. Barrick:

It has been the policy, for many years, of this office to allow the take-home of vehicles by supervisory personnel.

These individuals are on call after hours, weekends, and holidays to cover emergency situations and accident problems. These people may in turn call out additional personnel and equipment if required.

The calls to respond come from many sources including California Highway Patrol, Sheriff's Office, CalTrans, Utility Companies and sometimes, private citizens. All vehicles carry radios, saws, flashers, etc. to handle said situations.

These vehicles are not to be used for any personal reason and shall remain at the individuals residence when not in use. If a supervisory person is unable to respond due to vacation, sick leave or other reason, another individual may be given the vehicles to respond until his supervisor returns. If a situation appears eminent, such as snow removal, other vehicles may be given to individuals on a one time basis to allow for speedy action.

I am not aware of any abuses of this policy, but if I suspect such may exist, action will be taken. This office puts in anywhere from 30 to 100 hours per month responding to various situations in a years time.
August 26, 1986

RE: Take-home of County Vehicles - Page Two

The Road Commissioner and/or Superintendent generally know the whereabouts of all individuals and will dispatch personnel after an inspection of the situation. Sometimes calls go directly to the supervisor of a given area.

This policy has worked well over the years and I wish to continue with it. Thank you for your consideration.

Sincerely,

Wm. C. Lincoln
Road Commissioner

WCL/jsm
September 3, 1986

To: Beverly Barrick, Chairman, Board of Supervisors

From: Marilyn Coppola, Acting Director

Re: Take-Home of County Vehicles

Social Workers in this department are on-call (24 hrs.) on a rotation basis. The On-Call Social Workers are sometimes called out in the middle of the night to deal with emergency situations. It is possible for the Social Workers to come into Mariposa to pick up the county car as needed. However, in the past, we have allowed the On-Call Social Worker to take home the county car because it was a savings in time, money and was more convenient.

Since the county insurance does not cover a worker transporting a child in their personal vehicle, it is necessary for the worker to use a county vehicle. Once a worker is called out they are on overtime at the overtime salary rate, this means that we are now paying the overtime wage for the On-Call Worker to drive into Mariposa to pick up a county vehicle and to return the vehicle. Besides the inconvenience, and the delay in an emergency situation, workers have expressed reservations about changing from one car to another in a dark parking lot.

I feel that it is more convenient and that it saves time and money for the Social Worker to have the car at home when they are On-Call. Therefore, I am requesting permission for Social Workers On-Call for Child Protective Services to be allowed to take a county car home.
August 15, 1986

TO: BEVERLY BARRICK, CHAIRMAN, BOARD OF SUPERVISORS

FROM: GERALD MCCARTHY, COUNTY CLERK

RE: TAKE-HOME OF COUNTY VEHICLES

This will acknowledge receipt of your letter of August 11, 1986, regarding the curtailment in take-home use of County vehicles.

While the County Clerk's Office does not have a vehicle assigned to it and, consequently, does not take a vehicle home, nevertheless your letter has been distributed to all employees of the office for their information.

Yours very truly,

[Signature]
Gerald McCarthy
County Clerk
To: Board of Supervisors

From: Donald O. Cripe
Agricultural Commissioner

Date: 3 September 1986

Subject: Take-Home of County Vehicles

Letter from Beverly Barrick, August 11, 1986

Pursuant to the letter referenced above, request is hereby made that Cathi Parker be authorized to take a county vehicle home when squirrel baiting is being performed from May through October of each year.

In support of the request, the following comments are offered:

State law requires that the materials be used under the direct supervision of the Agricultural Commissioner's Office.

The baiting operations usually start at approximately 5 or 6 am.

The bait is locked in a county pickup and parked at Cathi's residence in Catheys Valley the previous evening.

This procedure eliminates much extra mileage and time since most of the work is in the western part of the County.

It also eliminates a situation requiring loading of the material from storage at the Dump site at 4:00 am in the dark.

The vehicle is only used for official county business and not for any personal use.

It should also be emphasized that this only occurs when a squirrel baiting job is scheduled for the next day.
This procedure has been in effect for a number of years with no problems.

Thank you very much for your consideration of this request.

Sincerely,

Donald O. Cripe
Agricultural Commissioner
September 15, 1986

BOARD OF SUPERVISORS
Mariposa County Courthouse
Mariposa, CA 95338

RE: VEHICLE USE BY SHERIFF'S OFFICE PERSONNEL

Dear Honorable Members of the Board:

In accordance with your request the Sheriff's Department has reviewed departmental deployment of patrol vehicles assigned to deputies on a take-home basis. As a result of this, we have determined the following for our present tactical situation:

1. The deputies assigned to the north and east side of the county shall continue to be assigned vehicles on a take-home basis, as they are subject to callout both as a primary responding officer and as a subsequent backup officer.

2. The deputies assigned to the main office, through scheduling, shall have take-home vehicles as the schedule for coverage dictates.

Because the personnel assigned to any particular schedule will change from month to month and reflect vacation, sick time, training assignments, and the like, we are not able to place names with specific vehicle assignments. The department will keep the board advised on an update basis as our tactical condition within the county becomes more static.

It is the goal of the Sheriff's Office to reduce the miles driven by deputies without compromising function of the office either in the area of officer safety, response time, or most importantly, that of the public safety. We hope that after the department is able to get up to full strength we will be able to effect a greater reduction in vehicle usage.

Respectfully submitted,

Roger N. Matlock
Sheriff-Coroner
September 15, 1986

TO: Honorable Board of Supervisors  
    County Courthouse  
    COUNTY OF MARIPOSA

FROM: Roger P. McElligott  
      Special Districts Manager

RE: County Vehicles; Employee Use

Disposition and suggestion concerning each vehicle individually as below:

SW6-Ford-McElligott - This vehicle is at present garaged at 5058 Bullion St. I will, if so directed, garage it at the County Road Dept. Yard on a daily basis except when on occasion it is used until, or is going to be used sometime during the night. Certain tools stored in the vehicle which are my private tools will have to be replaced. I won't leave them in the vehicle and transferring them daily is prohibitive.

SW3-Ford-Hoy - This vehicle was stored across the road from the dump at the Hoy residence for a number of years. Mr. Hoy moved his residence to Idle Wheels (3/4 miles further away) and it is at present garaged there. We have SW1 (old Datsun grease truck) garaged at the dump and have twice experienced theft and vandalism on that vehicle. The alternative, in this case, then is housing at the County Yard which would increase its exposure by approximately 5 miles per day.

SD5-Dodge-Jonasky - This vehicle is based at Yosemite West at the Jonasky residence since there are no other alternatives for secure storage.
Board of Supervisors
County Vehicles-Employee Use
Page 2

SD4-Toyota-Robarge - This vehicle is our on-call vehicle which is loaded with all kinds of parts and tools and may go into one of the districts at any time around the clock. I suppose that, except for snow-fly time (Nov. thru March), this vehicle could be parked at the County Yard if response time is of no concern. Exposure would vary depending on which direction it had to go from its present location near the Midpines fire house.

Please advise as to your wishes concerning these 4 vehicles and we will comply.

Respectfully,

Roger P. McElligott
Special Districts Manager