

Vol. 2, Issue 3 | December 2024



Happy
Holidays!

Fleet Management



See inside for updates on:

- 24/7 Key Valet Access!
- New Accident Reporting Process
- Car Battery Charging Guidance

Also in this edition:

Employee Spotlight, Car Wash info, Fleet Contacts, KECC Events Recap, and more!

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Motor Pool Now Available 24/7

The Office of Fleet Management is excited to announce the Motor Pool is now available 24 hours a day, 7 days a week! You can access the KeyValet Kiosk to pick up rental keys or return your vehicle any time. A state-issued badge is required to access our lobby after hours, so we ask that you verify your badge works during normal business hours before attempting to use it after hours.

We sincerely thank all our customers for being patient while we worked with Facilities staff and our KeyValet vendor to provide the most secure and reliable system possible for after-hours access.

This involved:

- Construction of a security wall and door for after-hours access to our lobby.
- Upgrades of security cameras in our Motor Pool lot and building.
- Configuration of different badge systems throughout the state to work with a single card reader on our lobby door.
- Integration of telematics data with Motor Pool data so drivers no longer need to enter odometer readings when returning vehicles.
- Aligning our application software with Motor Pool business rules.

It took a little longer than expected, but we are pleased to now provide our customers the convenience and ease of 24/7 Motor Pool access!

By: David Short and Cory Harrod, Resource Management Analysts

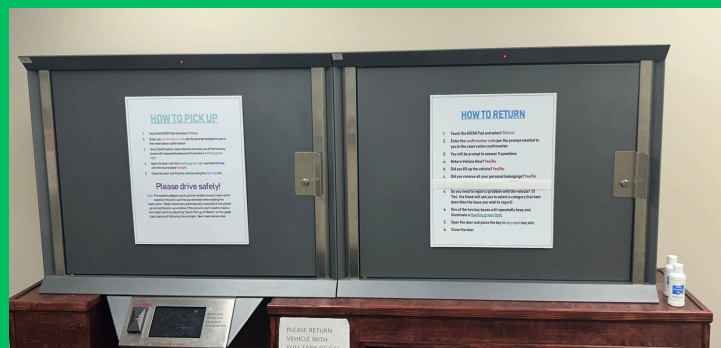
Key Valet Testimonials

“Five Stars! I have used the Valet System multiple times now and it is very easy to use and so much more convenient. There are directions posted to walk you through the easy process.

When picking up or dropping off the vehicles, I was in and out in under a minute or two!

Happy to see this new system in place!”

“I had a fleet vehicle and ended up getting a flat tire on the parkway. Fleet was very responsive and got me the help I needed right away. In addition to that, pickup and drop off was easy.”



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Employee Spotlight



David Short



The Office of Fleet Management is proud to Spotlight David Short. David has been an employee of the Commonwealth for over five years, two of which have been with OFM. David is a Resource Management Analyst who has been tasked with the administration of the AssetWorks system. His favorite parts of working at Fleet are his awesome coworkers and working with the data. David was born in Lexington and raised in Georgetown.

1.) What is one of your favorite travel destinations?

“The Smoky Mountains because I love the colors of the changing seasons.”

2.) What are your hobbies?

“I enjoy watching movies and seeing live bands. I also like the outdoors and enjoy camping and fishing.”

3.) What treat would you be hoping to get in your stocking?

“Anything with caramel...or money!” 🍷

4.) If you could go back in time and tell your teenage self anything at all, what would it be?

“Live life to the fullest and shoot for the stars!”

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Accident Reporting

KSAP Agency Claims Portal: Streamlined Accident Reporting for Fleet Vehicles

The Kentucky Self-Insured Auto Program (KSAP) has implemented an improved Claims/Incident Portal through Origami Risk, making accident reporting more efficient for fleet vehicle drivers. This system streamlines the process by allowing drivers to quickly submit accident details, upload necessary documents, and ensure compliance with reporting requirements. One of the key features of the system is its ability to automatically notify all relevant contacts based on vehicle identification — ensuring that State Risk, supervisors, and agency claims contacts are informed simultaneously, keeping everyone on the same page faster for a more coordinated response.

Immediate Actions After an Accident:

1. Call 911 for injuries or major damage.
2. Notify your supervisor and your agency's claims contact.
3. Gather essential details like other driver information, vehicle registration, and insurance verification.

Fleet Vehicle Driver Responsibilities:

- **Police Report:** Obtain and upload the police report to the portal or email it to KSAPAutoClaims@ky.gov and fleetvehicleassetmgmt@ky.gov.
- **Repair Estimates:** Get three estimates if damages exceed \$1,000 (one estimate if under \$1,000). In Frankfort, drop the vehicle at Fleet Management.
- **Photos:** Upload photos of the license plate, VIN, odometer, and vehicle damage.

Submitting Claims:

Use the vehicle's VIN or license plate to report the accident through the portal. The portal offers easy lookup options for state vehicles. Once submitted, notifications will be sent to State Risk, your supervisor, and your agency's claims contact.

By following these steps, fleet drivers help ensure efficient and accurate claims processing.

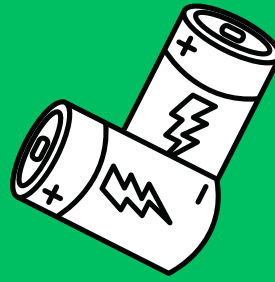
Fleet Contact: Jeremy Slucher - jeremy.slucher@ky.gov



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Let's Talk About Batteries!

By Wes Peyton, Assistant Director



How do batteries affect our lives?

Whether we're at home, at work, at school, the list goes on and on... batteries are an integral part of our modern lives.

We all use batteries in some form or fashion. We don't spend too much time focusing on them, but batteries of all types and sizes supply magical cordless power to many items we use every day. The most common battery use for most people is their cell phone...between its role as a GPS system, a handheld computer, a video camera, a way to play games with friends, and of course, an actual phone, most of us would be lost without ours. So we know we have to keep them charged!

On the other hand, we rarely worry about whether our car battery is fully charged. Unlike our cell phones, our cars have their own on-board charging systems. These charging systems work much like a background program or app on your cell phone, working quietly and diligently in the background. While you're driving, your car's charging system ensures that the battery stays at maximum charge voltage and amperage. It does this work to ensure that all your car's modern equipment and accessories constantly function reliably and properly. The charging system also ensures that the battery maintains a long and useful life. It's not unusual for modern car batteries to last 4 to 7 years, in some cases even longer. That's a good thing, because modern car batteries are like most everything else these days...they are expensive! Car batteries of different types and sizes range in price from \$120 to as much as \$600 to \$800...not something you would want to have to pay for replacement of prematurely.

Our car batteries mostly charge themselves, but they still require our attention, especially if a car has not been driven for a long time.

Let's discuss a battery's reserve capacity. Reserve capacity is the number of minutes your car's battery can go with constant electrical loads until it's fully discharged. The average reserve capacity of a modern car battery is around 120 minutes. The average parasitic draw on a modern car is somewhere between .025 and .085 milliamps per hour. As we touched on earlier, this parasitic draw comes from the constant voltage/amperage being consumed by a multitude of electronic control modules that function even when our vehicles are not in use, such as vehicle security systems, navigation systems, audio systems, etc. Because this constant parasitic draw exists, our car's battery will eventually go dead if the battery is not kept charged correctly. Remember this important piece of information: amp hours measure the amount of current/energy a battery can provide over time, with one amp hour being equal to one amp of current/energy flowing for one hour.

You're probably wondering: how long does it take for the battery to go dead in this situation? Let's look at the math in a simple formula:

$$\text{Formula: } 120 \text{ minutes} / 2.04 \text{ amp hours} = 58.8 \text{ days}$$

120 represents the reserve capacity of the battery, 120 minutes.

2.04 represents the amp hours of parasitic draw per day (assuming a .085 milliamp draw).

58.8 represents the total days the vehicle can sit unused before the battery is discharged completely.

Remember, these figures vary quite a bit because most batteries are not fully charged by the time the car is parked.

What is the best practice to avoid a dead battery? Drive your car regularly!

Driving your car at least once a week helps maintain your battery's health. However, short trips can drain your battery, especially if its already weak from sitting unused.

A 20- to 30-minute drive is usually enough to recharge your battery.

Drive safe!



Car Washes

Car cleanliness is essential to uphold a professional image, create a positive impression for the public, and to preserve the condition of state vehicles.

It is the responsibility of each agency to schedule regular car washes for their agency's assigned vehicles. Keeping a clean car, inside and out, promotes a comfortable and enjoyable experience while also prolonging the lifespan of our fleet.

Our help desk is happy to assist with locating a car wash in your area. For all vehicle service needs, your agency can call us at 800-928-4649, option 3!



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Fleet Contact Information

Service	Email Inbox	Phone	Hours
Management (Emergency Services, General Questions/Responses)	Fleet.ManagementSupport@ky.gov	(800) 928-4649	(M-F) 7 AM - 5 PM EST
Motor Pool (Reservations, Kiosk Customers, New Customers, Non-State Passenger Requests)	Finance.MotorPoolServices@ky.gov	(502) 564-2260	(M-F) 7 AM - 5 PM EST
WEX Fuel Cards (Card Issues/Questions)	Fleet.ManagementSupport@ky.gov	(502) 564-4090	(M-F) 7 AM - 5 PM EST
Billing Questions (Vendors)	Fleet.MotorPoolBilling@ky.gov	(502) 564-2260	(M-F) 7 AM - 5 PM EST
Parts (Inventory Questions/Updates, Wrecks, Damage)	FleetVehicleAssetMgmt@ky.gov	(502) 564-4090	(M-F) 7 AM - 5 PM EST
Service (Garage Operations)	Fleet.ManagementSupport@ky.gov	(502) 564-4090	(M-F) 7 AM - 5 PM EST
Transportation Cabinet (Emergency Services - After 5 PM)	N/A	(502) 564-2080	(Everyday) After 5 PM EST

Kentucky Employees Charitable Campaign Fundraising Events

Bagel Day!



Carmella Drury serves bagels with a smile at our first KECC Bagel Day.

2024 OFM Chili Cookoff!



David Fint dominates the competition at the 2024 OFM Chili Cookoff.

OFM Employees enjoy time with coworkers, as they decide who to vote for at the 2024 OFM Chili Cookoff.