

# FLEET MANAGEMENT

Drive into the New Year with us!



To our customers, the agencies, and Commonwealth employees we serve -

We wish each of you all the best during this most wonderful time of the year. May the new year bring you many new opportunities, challenges, and great rewards.

The Office of Fleet Management looks forward to continuing to serve you and meet your transportation needs throughout the years ahead. May you and your family have a safe, warm, and enjoyable holiday season.

*-From all the staff at the Office of Fleet Management*

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## Weather: What to bring

Now that the winter season is here, it's important to be mindful of the challenges that come with colder weather and hazardous driving conditions. If you plan to be on the road during winter weather, preparation is key.

We have provided a recommended list of essential items to keep in your vehicle. Unexpected situations such as a flat tire, sliding off the road, or other weather-related incidents can leave you stranded for several hours, so it's important to be ready.

### Recommended Winter Vehicle Essentials:

- Blanket, coat, and gloves for warmth
- Jumper cables and a flashlight
- Phone charger (if the vehicle remains operable)
- First aid kit for minor injuries or emergencies
- Ice scraper for clearing windows and mirrors

Being prepared can make all the difference in ensuring your safety and comfort during winter travel.

## Weather: What is your plan?

As we all know, Kentucky's weather can change rapidly—from sleet and snow to heavy rain and flooding within just a few days. What does this mean for those operating a Kentucky state vehicle? It means every driver should have a plan in place for all possible weather conditions.

This preparedness should be second nature for every driver. Ask yourself, "What should I do if this happens?" While many employees can work from home or adjust schedules during inclement weather, others may still need to report to work or access a state vehicle. It's essential to know how to respond safely in situations involving snow, flooding, sleet, or tornadoes.

We strongly encourage all drivers to be familiar with their agency's emergency procedures and for every agency to maintain a plan for severe weather scenarios. State vehicles should always be safeguarded, but above all, remember that drivers' and passengers' lives are irreplaceable.





The Office of Fleet Management is deeply saddened to announce the passing of our dear friend and colleague, Kristy Lynn Trent, age 42. Kristy passed away on Sunday, November 16, 2025, at Saint Joseph Hospital in Lexington, Kentucky. She was born in Versailles, Kentucky, on November 26, 1982.

Kristy was a valued member of our team and a cherished presence in our lives. She leaves behind two beloved sons: Chase Alan Sturm and Kale Andrew Trent.

We ask that you keep Kristy and her family in your thoughts and hearts during this difficult time.



Cory Harrod was recruited from the Franklin County Career & Technical Center and started on October 2, 1995, as an Auto Mechanic for the Kentucky State Police. In November 2001, he joined Fleet Management as an Automotive Technician and became Automotive Service Excellence (ASE) Master Certified. In 2006, he accepted a position in the Inventory Section allowing him to advance his career in fleet administration. Through dedication, hard work, and continued learning he has progressed into his current role as a Systems Administrator Senior. His achievements include the implementation, coordination, and deployment of Fleet's "How's My Driving" program, Fleet-wide GPS system, and the 24/7 automated Motor Pool Reservation System, along with management of the Fleet's fuel card program and assistance with building and purchasing new vehicles. Cory's tenured knowledge and experience play a key role in the management of our operations.

# Outreach Program

The Office of Fleet Management is developing a new training and outreach initiative to offer agency leadership and representatives insights on Fleet policies and processes. In addition to sharing information, our hope is to gain valuable customer input through the open dialogue that can help inform and shape processes going forward.

This initiative will include both in-person instruction, interactive online learning modules, and leadership and representative crosstalk to better understand roles and provide feedback to fleet policy makers and leadership.

The program will cover key topics such as policies, regulations, and motor pool usage. It will be tailored to support individual agency and driver roles across the Commonwealth.

Through this initiative, the Office of Fleet Management aims to streamline processes, promote consistency, and strengthen overall understanding moving forward.

# How to use the charging stations

The Office of Fleet Management would like to remind all users of the proper procedure for using the motor pool electric vehicle charging stations:

1. Plug the charging cable into the vehicle. A red light will appear around the cable connection.
2. Retrieve the charging card from the glove compartment.
3. Tap the card on the charging station. You will hear an audible sound, and the light around the vehicle's charging port will turn blue, indicating that charging has begun.
4. Return the charging card to the glove compartment before leaving.

Thank you for your cooperation in ensuring proper use of the charging stations.

# KECC Events



Congratulations to Fleet Management Chili  
Cook Off winner Adam Finnell!  
The event raised \$825 for KECC.



## Submit Ideas

Got an idea for a newsletter topic?  
Email us at:  
[Fleet.ManagementSupport@ky.gov](mailto:Fleet.ManagementSupport@ky.gov)