

## **EXECUTIVE ORDER 88-04**

### **Establishing Motor Vehicle Advisory Committee and Office of Motor Vehicle Services**

Uniform practices in managing all Washington State motor vehicles can achieve reduced operating costs and enhanced services to agencies and state employees. As determined by the Commission for Efficiency and Accountability in Government, some agencies have established efficient management systems. Other agencies could greatly benefit from improved management controls over vehicle operations and disposition. As a result, these agencies should be able to accurately identify vehicle inventories, realize decreased operating costs, and improve vehicle utilization. Agencies should be able to also demonstrate increased accountability for fuel and avoid adverse environmental impacts and penalties, and their employees may experience fewer accidents.

**NOW, THEREFORE, I, Booth Gardner, Governor of the State of Washington, by virtue of the power vested in me, do hereby establish the Washington State Motor Vehicle Advisory Committee and the Office of Motor Vehicle Services as follows.**

#### **A. MOTOR VEHICLE ADVISORY COMMITTEE**

1. The Committee shall be composed of not more than 11 members appointed by the Governor representing agency vehicle owners and users, and the private sector. The chair will be appointed by the Governor. Representation shall include, but not be limited to: Departments of Transportation, General Administration, Natural Resources, and State Parks and Recreation; Washington State Patrol; a representative of the state university system and a community college representative; an agency that uses but does not own vehicles; and a private sector representative knowledgeable in fleet management.
2. The primary mission of the Committee is to develop and recommend policies pertaining to the management of state agency motor vehicle operations including but not limited to. establishing requirements for a uniform motor vehicle data base reflecting operating costs and utilization of all state vehicles; providing periodic management reports, modernizing and enhancing management standards for state fuel facilities; establishing training requirements for state agency motor pool managers; and developing other programs that contribute to improved safety, service and efficiency in state motor vehicle operations.
3. The Committee will commence its activities no later than August 1, 1988. A simple majority of the Committee shall constitute a quorum, and a majority of those present may approve Committee action.
4. Members shall be reimbursed for travel expenses for attendance at meetings. Private sector member travel expenses will be reimbursed by the Office of Motor Vehicle Services and will be limited to the amount reimbursable under current state travel regulations.

#### **B. OFFICE OF MOTOR VEHICLE SERVICES**

1. The Office of Motor Vehicle Services (OMVS) will be composed of no more than four full-time paid staff. Funding for OMVS operations will be derived from a per vehicle agency assessment on vehicles under 10,000 G.V.W. OMVS will function as an organizational unit reporting within the Office of Financial Management (OFM).

2. The primary mission of this office is to assist in the development, coordination and implementation of motor vehicle policies, procedures and regulations recommended by the Committee governing: maintenance of a state motor vehicle data base; preparation of periodic motor vehicle management reports; accountability and responsibility for all fuel and fuel sites; training programs for state motor vehicle managers and operators; and implementation of other programs that contribute to the safety, service or efficiency of state motor vehicle operations.

3. This office will commence operation no later than September 1, 1988.

This Executive Order shall take effect July 1, 1988 and continue in effect unless modified by further Executive Order or action of the Legislature.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of the State of Washington to be affixed at Olympia this 21st day of June A.D., Nineteen hundred and eighty-eight.

Booth Gardner  
Governor of Washington

**BY THE GOVERNOR:**

Assistant Secretary of State

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