

**Facilities and Fleet Department
Telematics – Vehicle Fleet Management Tool**

Annual Surveillance Report: July 1, 2022 – June 30, 2023

1. DESCRIPTION OF HOW THE TECHNOLOGY WAS USED

The Telematics software was used for sending, receiving, and storing information related to the operation, maintenance, repair, and efficient and effective asset management of vehicles. The technology was only used to capture information relating to County vehicle use and did not capture any information from members of the public.

There were approximately 580 telematics devices in use in the reporting period; the number changes as older vehicles without Telematics are retired and new ones with Telematics enter service. The data collected included vehicle mileage, engine hours, utilization, speeds, GPS device condition, vehicle diagnostics, drive times, diagnostic trouble codes, fuel economy and usage, greenhouse gas emissions, engine idle times, stop details, vehicle location for service and repair needs, smog check program requirements, and begin-end of day operation.

2. DATA SHARING WITH OUTSIDE ENTITIES

No Telematics data was shared with any outside entities during the reporting period.

All data sharing requests from outside entities are tracked and recorded by Fleet Manager David Worthington. There were no requests from outside entities for data during this reporting period.

3. COMMUNITY COMPLAINTS OR CONCERNS

No community complaints regarding the Telematics system in County vehicles were received during the reporting period.

Any community complaints regarding the surveillance technology are routed to Fleet Manager David Worthington for tracking, investigation, and response.

4. AUDITS AND POLICY VIOLATIONS

The automated web portal user login reports were used to confirm the individuals using the technology and the use of the technology was in compliance with the Surveillance Use Policy (SUP). A sample audit of the process and who accessed data was conducted to validate compliance to the SUP. The audit included reviewing who has access to the software through

individual logins and passwords and if these users are authorized to do so. Authorized user software logins were tracked and reviewed monthly.

Personnel assigned to ensure compliance with the SUP were identified and documented, and new hires assigned to that function will be trained on the SUP.

The Department reviewed its record keeping and has validated that the collection and retention of information is in compliance with the SUP.

5. EFFECTIVENESS AT ACHIEVING IDENTIFIED PURPOSE

The main purpose for the technology is to gain vehicle maintenance and repair information. Telematics has successfully provided FAF Fleet Management with accurate and timely data for vehicle maintenance, repair, and management practices during the reporting period. An example is daily utilization data that is not available from an alternative source which identified eight vehicles as units that were underutilized to be turned into Fleet Management. Three of the vehicles were new enough to be repurposed avoiding the cost of purchasing replacement vehicles at a forecast total savings of \$349,500 in acquisition, maintenance, repair, and fuel costs over the life of the vehicles. The remaining five vehicles were sent to auction reducing the County's overall fleet size for an additional \$633,800 in savings. The total combined savings for all eight vehicles was \$983,000. In addition, the system has contributed to safety practices, since any drivers that exceed the set safety speed limit may be reviewed by the Vehicle Accident Review Board.

6. PUBLIC RECORDS ACT REQUESTS

There were no Public Records Act requests that involved Telematics data during the reporting period.

All public records requests are tracked by the Department's California Public Records Act Coordinator.

7. ANNUAL COSTS

The total cost for the Telematics Service during the reporting period was \$98,196. Telematics will be funded via Fleet Management's operating budget in the coming year.