



**Item:**

Resolution 2020-21 Personal Vehicle Use – update Employee Handbook with Section 7.171.

**Requested Action:**

The Trust is asked to approve Resolution 2020-21 Personal Vehicle Use for Section 7.171 of the Employee Handbook.

**Background:**

Resolution 2020-21 establishes “Section 7.171 Personal Vehicle Use” of the Employee Handbook.

Section 7.171 establishes policies for the Use of Personal Vehicles. The policy requires that an employee using their own vehicle for business purposes is responsible for all maintenance, ensuring it meets legal requirements and safety measures, and that it is legally registered and insured. The employee is also requested to sign a release and waiver of liability.

**Attachments:**

Resolution 2020-21

**Programmatic Impact:**

NA

**Fiscal Impact:**

NA

**Recommendation:**

Staff recommends approval