



## BOARD OF COMMISSIONERS

# AGENDA REQUEST & STAFF REPORT

**MEETING DATE:** April 6, 2026

**SUBJECT:** Update to Policy RM-1: Driving on County Business and Vehicle Operation

**RECOMMENDED MOTION:**

Move to authorize the County Administrator to sign the updated Policy RM-1.

**BACKGROUND AND POLICY IMPLICATIONS:**

Risk Management is proposing updates to Policy RM-1: Driving on County Business and Vehicle Operation. A redlined version showing the proposed changes and a 'clean' version are provided for the Board's review. All changes have been vetted with the County's Policy Advisory Committee, Legal Counsel, and Department/ Office leadership.

The Driving on County Business and Vehicle Operation policy sets expectations to help ensure all operators who are driving on County business are qualified to drive and operate vehicles safely. This policy was last updated in 2019. At this time, Risk Management recommends the updates summarized below:

- **Updates the definitions** for County vehicle, personal vehicle, required driving, and required driving position to better match current use.
- **Clarifies guidelines for passengers and animals** in vehicles while conducting County business.
- **Removes DMV point system language** while continuing to monitor driving status.
- **Increases uninsured motorist property damage coverage** required under Oregon Law from **\$10,000 to \$20,000**.

**BUDGET IMPACTS:**

None

**ATTENDANCE:**

Aaron Kay, Senior Management Analyst