

MEMBERS OF COUNCIL

HON. KIM REYNOLDS
GOVERNOR

HON. PAUL D. PATE
SECRETARY OF STATE

HON. ROB SAND
AUDITOR OF STATE

HON. ROBY SMITH
TREASURER OF STATE

HON. MIKE NAIG
SECRETARY OF AGRICULTURE



Executive Council of Iowa

CAPITOL BUILDING
DES MOINES, IOWA 50319
PHONE: 515 281-5368
FAX: 515 281-7562

July 6, 2026

Accounting Department
Office of the Treasurer
Lucas Building
321 E 12th Street
Des Moines, IA, 50319

The Executive Council, in a meeting held on today's date, approved Department of Administrative Services request for an emergency allocation in the amount of \$8,185.90, subject to an audit of actual invoices. On April 14, 2026, Vehicle #2520 was damaged by hail. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

Kristi Onstot

Kristi Onstot
Executive Secretary

cc: Kyle Wear, DAS Fleet Chief Financial Officer
Ryan Betts, Fleet Services Risk Program Manager
Matt Bender, Department of Management
Heather Hackbarth, Department of Management

AOS Claim # 4357
TOS Job # _____



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

State Capitol Building
Des Moines, Iowa 50319-0006
Telephone (515) 281-5834

Rob Sand
Auditor of State

June 1, 2026

Kristi Onstot
Executive Council

Subject: Hail Damage to Vehicle #2520 on April 14, 2026
Department of Administrative Services
Claim dated May 5, 2026
AOS Claim ID: 4357

In accordance with Executive Council policy, we have examined the claim for 29C.20 funds for the above-mentioned damage. It is our conclusion that the above-mentioned damage incurred by the Department of Administrative Services is covered by Chapter 29C.20 of the Code of Iowa. The Department requested an allocation of \$8,758.56; however, the estimate from the vendor includes sales tax of \$572.66. This amount will be deducted from the Department's request. Therefore, we recommend an Executive Council allocation in the amount of \$8,185.90, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian R. Brustkern".

Brian R. Brustkern, CPA
Deputy Auditor of State

cc: Kyle Wear, Fleet Services CFO, Department of Administrative Services
Ryan Betts, Fleet Services Risk Program Manager, Department of Administrative Services
Heather Hackbarth, Department of Management



Department of
Administrative Services

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

MARK CAMPBELL, DIRECTOR

Date: May 5, 2026

To: Tammy Hollingsworth, Auditor of State
Victoria Newton, Treasurer of State
Executive Council

Re: ALLOCATION REQUEST - 29C20 Claim for Executive Council Consideration

Vehicle / Event	#2520 / Hail
Event Date	April 14, 2026
Summary	Vehicle 2520 - sustained hail damage (Claim TL2618)
Amount Requested	\$8,758.56 Total
Supporting Documentation	29C20 Email Notification, Accident Report, & Repair Estimate

If you have any questions or are in need of additional information, please do not hesitate to contact me.

Thank you,

Ryan Betts
DAS Fleet Risk Program Manager
ryan.betts1@iowa.gov
515-281-8008



Fw: Hail Damage to Northern Service Area Fleet cars from storm on 4/14/26 (Accident Reports Attached)

From DAS Risk <das.risk@das.iowa.gov>

Date Tue 5/5/2026 11:43 AM

To Hollingsworth, Tammy [AOS] <Tammy.Hollingsworth@aos.iowa.gov>; ExecutiveCouncil [TOS] <ExecutiveCouncil@tos.iowa.gov>

 2 attachments (629 KB)

Vehicle Accident Report 2017.pdf; Vehicle Accident Report 2520.pdf;

Please accept this email as the initial 24 hour notification for an AON claim. Vehicle 2520 sustained hail damage on 4/14/2026. I will forward all information as soon as it is received.

I believe I left this off the original list so making sure you are notified for this vehicle.

Effective May 4, 2026 my email address will change to: das.risk@das.iowa.gov

DAS Risk

Central Procurement and Fleet Services Enterprise

Iowa Department of Administrative Services

510 E 12th St, Des Moines, IA 50319

515-281-8008 office

das.risk@iowa.gov

<https://das.iowa.gov>



**Department of
Administrative Services**

All accidents must be reported via email or phone to Fleet Services within 24 hours. All accident reports and estimates are due within 72 hours of an accident. Agencies have 60 days to complete repairs to vehicles once approval is given.

From: ryan.meester@hhs.iowa.gov <ryan.meester@hhs.iowa.gov>

Sent: Tuesday, April 28, 2026 4:02 PM

To: DAS Risk <das.risk@das.iowa.gov>

Cc: Cross, Lisa [HHS] <lisa.cross@hhs.iowa.gov>; colette.shull@hhs.iowa.gov <colette.shull@hhs.iowa.gov>

Subject: Re: Hail Damage to Northern Service Area Fleet cars from storm on 4/14/26 (Accident Reports Attached)

Here are the accident reports for 2017 and 2520 Hail Damage. They are scheduled for damage estimates at Witham next week.

Ryan Meester**Executive Officer 1**

Northern Iowa Service Area

Iowa Department of Health and Human Services

101 E. Main St. Marshalltown, IA 50158

641-751-5607 mobile

rmeeste@dhs.state.ia.us

HHS.iowa.gov

**Health and Human Services**

From: ryan.betts1@iowa.gov <ryan.betts1@iowa.gov> on behalf of Risk, DAS <das.risk@iowa.gov>**Sent:** Tuesday, April 28, 2026 1:36 PM**To:** Meester, Ryan [HHS] <ryan.meester@hhs.iowa.gov>**Cc:** Cross, Lisa [HHS] <lisa.cross@hhs.iowa.gov>; Shull, Colette [HHS] <colette.shull@hhs.iowa.gov>**Subject:** Re: Hail Damage to Northern Service Area Fleet cars from storm on 4/14/26

CAUTION: This email originated from outside the Department of Health and Human Services. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Yes, please have an accident report completed for each vehicle and send that to me here. A damage estimate also needs to be obtained and sent here - once i have both of those, we will look at whether a claim is needed. If repairs can be made, we'll provide approval to get the vehicles repaired or if they are totaled we'll let you know how that process works.

Just be aware that DAS requires damage be reported within 24 business hours in order for self-insurance to apply. These are going to be looped in with the dozens of other hail claims we have from that week so in this case it's not an issue, but if this were isolated or another type of accident, DAS needs to be notified right away for the damage to be covered.

Thank you!

Effective May 4, 2026 my email address will change to: das.risk@das.iowa.gov

DAS Risk

Central Procurement and Fleet Services Enterprise

Iowa Department of Administrative Services

510 E 12th St, Des Moines, IA 50319

515-281-8008 office

das.risk@iowa.gov<https://das.iowa.gov>**Department of
Administrative Services**

All accidents must be reported via email or phone to Fleet Services within 24 hours. All accident reports and estimates are due within 72 hours of an accident. Agencies have 60 days to complete repairs to vehicles once approval is given.

On Tue, Apr 28, 2026 at 1:20 PM Meester, Ryan [HHS] <ryan.meester@hhs.iowa.gov> wrote:

I am emailing you to report that two possibly three vehicles experienced hail damage during the Storm that rolled through Waterloo, IA on 4/14/26. Vehicle 2017, a 2026 Chevy Traverse had visible hail damage to the hood and possibly roof (I could not get a good visual of roof from the ground); Vehicle 2520, a 2015 Dodge Caravan had hail damage to the hood and roof of the vehicle. Vehicle 1721 was out and not available for inspection this morning. I had requested these vehicles be inspected by our local office fleet oversight on Monday 4/20/26 when I was concerned there may have been damage from the storm that may have not been reported. Having been told a staff had witnessed some damage and I had not heard or seen any damage reports I inspected the vehicles that were at the Black Hawk Office today and discovered the damage on the vehicles noted above. Based on the email response before I would presume the next step is the accident reports and damage reports need to be completed and submitted to you. If I am missing something please let me know.

Thanks,

Ryan Meester

Executive Officer 1

Northern Iowa Service Area

Iowa Department of Health and Human Services

101 E. Main St. Marshalltown, IA 50158

641-751-5607 mobile

rmeeste@dhs.state.ia.us

HHS.iowa.gov



Health and Human Services



Department of Administrative Services

Department of Administrative Services
DAS Fleet Services - Risk Management
510 East 12th Street
Des Moines, IA 50319

Vehicle Accident Report Form

- Render aid or assistance to the injured ([per Iowa Code 321.262](#)).
- The State of Iowa is self-insured. Refer to the insurance card and accident report procedures online or in your glove box packet. If the accident involves another party, exchange information with the driver or property owner. Do not admit fault or attempt to settle your claim.
- Call local law enforcement, if a fatality, injury or property damage has occurred, and obtain a police report. On the Capitol complex, call Iowa State Patrol, Post 16 at 515-281-5608.
- Within the first 24 hours, report accident or damage to DAS Fleet Services (515-281-3162 or DAS.Risk@iowa.gov), your agency fleet contact, and supervisor. Damage caused by an act of nature or unavoidable cause MUST be reported to DAS Fleet Services within 24 hours of the incident to qualify for contingent fund use ([per Iowa Code 29C.20](#)).
- For an estimate, locate the nearest contracted auto body repair shop in the Contracted Service Providers map. A contracted auto body shop within 30 miles should be used if available.
- If towing is necessary, contact DAS Fleet Services (515-281-3162) for assistance. After hours, call National Automobile Club (NAC) FleetRescue* (866-329-3471) or local law enforcement.
- Within 72 hours, print and submit a completed Accident Report Form, including a cost estimate from the auto body shop to DAS.Risk@iowa.gov.
- Any accident in the State of Iowa that causes death, personal injury, or total property damage of \$1,500 or more must be reported on an Iowa Accident Report Form UNLESS the accident is investigated by a law enforcement agency and a report is filed. Failure to return an accident report form within 72 hours may result in suspension of driving privileges.

Vehicle Accident Report

Time and location of accident

Accident Date (Mo/Day/Year)	Time	No. of Vehicles
4/14/2026	4:35 pm	1
County	State	
Black Hawk	Iowa	

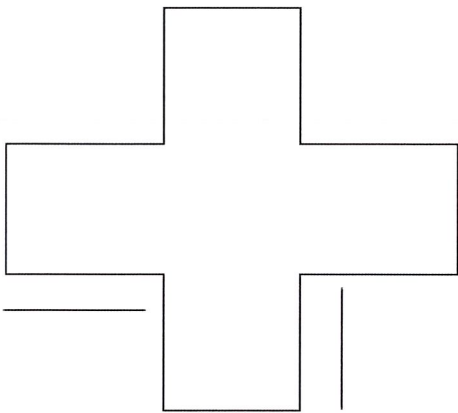
Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Ryan Meester		101 E. Main St.	
Driver's License No./State		City, State, Zip	
111BB7907 IA		Marshalltown, IA	
Date of Birth	Department	Work Phone	Home Phone
10/14/1977	HHS/FWBP CPS	641-751-5607	319-231-9627
License Plate No.	VIN	Year, Make, Model	Current Mileage
2520	2C4RDGBG6FR508549	2015 Dodge Caravan	133,266
Estimate (\$) of Damage		Description of Damage	
		Hail damage to the hood and roof of the vehicle	

Vehicle 2 (other vehicle) if more than two vehicles-use additional forms

Driver's Name		Street Address	
Driver's License No./State		City, State, Zip	
Date of Birth	Work Phone	Home Phone	License Plate No.
Description of Damage			

Property Damage other than vehicle (fence, utility pole, etc)	
Owner's Name, Address and Phone	Description of Property Damaged
Injured Persons (attach additional sheets if necessary)	
Vehicle No. 1/ Name and Address	Describe Injuries
Vehicle No. 2/ Name and Address	Describe Injuries
Witness	
Name	Address/Phone
Name	Address/Phone

Accident Diagram
Complete diagram below, include a description of what happened. Use the outline below to sketch the scene of your accident, writing in street or highway names or numbers. Use number 1 to indicate the State vehicle.


Accident Information Exchange Sheet

Other Vehicle information

Driver's Name	
Street Address	
Driver Phone	
Driver's License No./State	
Vehicle Plate No.	
Vehicle year, make, model	
VIN	
Insurance Company Name	
Policy No.	
Agent name	
Agent phone	
Owner's Name/Address (if different)	
Submit this information along with the accident report to DAS Fleet Service within 72 hours of the accident.	

Complete the next section, tear at the dotted line and give to the other party involved.

State Vehicle Insurance Information

Driver's Name	
Driver's License No./State	
Vehicle Plate No.	
Vehicle year, make, model	
VIN	
The State of Iowa is self-insured. If you have any questions regarding an accident, please contact DAS Fleet Services at 515-281-8008 or DAS.Risk@iowa.gov	



WITHAM COLLISION CENTER

FORD-CHEVROLET-VW-KIA
2033 LAPORTE RD, WATERLOO, IA 50702
Phone: (319) 234-4200

Workfile ID: 8470518c
Federal ID: 42-1060951

Preliminary Estimate

Customer: State Of IOWA 2520

Written By: Makenzie Simons

Insured: State Of IOWA 2520

Policy #:

Claim #:

Type of Loss:

Date of Loss:

Days to Repair: 0

Point of Impact:

Owner:

State Of IOWA 2520
(319) 292-2353 Cell

Inspection Location:

WITHAM COLLISION CENTER
2033 LAPORTE RD
WATERLOO, IA 50702
Repair Facility
(319) 234-4200 Business

Insurance Company:

VEHICLE

2015 DODG Grand Caravan w/American Value Pkg 4D VAN 6-3.6L Flex Fuel Sequential MPI

VIN: 2C4RDGBG6FR508549

Interior Color:

Mileage In:

Vehicle Out:

License:

Exterior Color:

Mileage Out:

State: IA

Production Date:

Condition:

Job #:

TRANSMISSION

Automatic Transmission

POWER

Power Steering

Power Brakes

Power Windows

Power Locks

Power Mirrors

Heated Mirrors

DECOR

Dual Mirrors

Body Side Moldings

Tinted Glass

Overhead Console

Wood Interior Trim

CONVENIENCE

Air Conditioning

Intermittent Wipers

Tilt Wheel

Cruise Control

Rear Defogger

Keyless Entry

Steering Wheel Touch Controls

Rear Window Wiper

Telescopic Wheel

Climate Control

RADIO

AM Radio

FM Radio

Stereo

Search/Seek

CD Player

Auxiliary Audio Connection

SAFETY

Drivers Side Air Bag

Passenger Air Bag

Anti-Lock Brakes (4)

4 Wheel Disc Brakes

Traction Control

Stability Control

Front Side Impact Air Bags

Head/Curtain Air Bags

Hands Free Device

SEATS

Cloth Seats

Bucket Seats

Reclining/Lounge Seats

3rd Row Seat

Retractable Seats

WHEELS

Wheel Covers

PAINT

Clear Coat Paint

OTHER

Rear Spoiler

California Emissions

TRUCK

Rear Step Bumper

Get live updates at www.carwise.com/e/5mjAAN

Preliminary Estimate

Customer: State Of IOWA 2520

2015 DODG Grand Caravan w/American Value Pkg 4D VAN 6-3.6L Flex Fuel Sequential MPI

Line		Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1	#	Rpr	Pre Scan				0.5 M	
2	#	Rpr	Post Scan				0.5 M	
3	HOOD							
4		R&I	Insulator				0.3	
5	#	PDR	Hood 101-150 NICKLE SZ DENTS +25%		1	1,387.50 T		
6	#		Oversized		3	150.00		
7	FENDER							
8		R&I	RT Fender liner				0.4	
9		R&I	LT Fender liner				0.4	
10	#	PDR	RT FENDER 6-15 NICKLE DENTS +25%		1	242.81 T		
11	#	PDR	LF FENDER 6-15 NICKLE DENTS +25%		1	242.81 T		
12	ROOF							
13		R&I	R&I headliner				3.5	
14	#	PDR	ROOF 151-200 QTR SIZED DENTS +25%		1	2,081.25 T		
15	#		OVERSIZED		4	200.00		
16	#	PDR	RT ROOF RAIL 6-15 NICKLE SIZED DENTS +25%		1	298.31 T		
17	#	PDR	LF ROOF RAIL 6-15 NICKLE SIZED DENTS +25%		1	298.31 T		
18	FRONT DOOR							
19		Repl	RT Belt w'strip black	5109806AE	1	160.00	0.4	
20		R&I	LT Belt w'strip black				0.4	
21		R&I	RT R&I trim panel				0.5	
22		R&I	LT R&I trim panel				0.5	
23	#	PDR	RT FRONT DOOR 6-15 NICKLE SIZED DENTS +25%		1	242.81 T		
24	#	PDR	LF FRONT DOOR 6-15 NICKLE SIZED DENT +25%		1	242.81 T		
25	SIDE LOADING DOOR							
26		Repl	RT Belt w'strip black	5109808AD	1	171.00	0.3	
27		R&I	LT Belt w'strip black				0.3	
28		R&I	RT R&I trim panel				0.5	
29		R&I	LT R&I trim panel				0.5	
30	#	PDR	RT SLIDING DOOR 1-5 NICKLE DENTS +25%		1	173.44 T		
31	#	PDR	LF SLIDING DOOR 1-5 NICKLE DENTS +25%		1	173.44 T		
32	SIDE PANEL							
33		R&I	RT Qtr pillar trim passenger side, w/rear AC graystone				Incl.	
34		R&I	LT Qtr pillar trim driver side, w/o Infinity 9 speaker sys beige				Incl.	

Preliminary Estimate

Customer: State Of IOWA 2520

2015 DODG Grand Caravan w/American Value Pkg 4D VAN 6-3.6L Flex Fuel Sequential MPI

35	#	PDR	RT QTR PANEL 6-15 NICKLE DENTS +25%	1	242.81	T	
36	#	PDR	LF QTR PANEL 6-15 NICKLE DENTS +25%	1	242.81	T	
37	LIFT GATE						
38		R&I	Trim panel beige				0.4
39		R&I	Upper trim w/o power liftgate beige				Incl.
40		R&I	R&I liftgate assy				1.4
41	#	PDR	Lift Gate 31-50 nickle dents +25%	1	589.69	T	
42	REAR LAMPS						
43		R&I	RT Tail lamp Grand Caravan				0.3
44		R&I	LT Tail lamp Grand Caravan				0.3
45		R&I	High mount lamp				0.2
SUBTOTALS					7,139.80		11.6
							0.0

ESTIMATE TOTALS

Category	Basis			Rate	Cost \$
Parts					681.00
Body Labor	10.6 hrs	@		\$ 85.00 /hr	901.00
Mechanical Labor	1.0 hrs	@		\$ 140.00 /hr	140.00
Body Supplies	1.7 hrs	@		\$ 3.00 /hr	5.10
PDR					6,458.80
Subtotal					8,185.90
Sales Tax	\$ 8,180.80	@		7.0000 %	572.66
Grand Total					8,758.56
Deductible					0.00
CUSTOMER PAY					0.00
INSURANCE PAY					8,758.56

AUTHORIZED AND ACCEPTED: YOU ARE HEREBY AUTHORIZED TO MAKE THE ABOVE REPAIRS. I UNDERSTAND THAT PAYMENT IN FULL WILL BE DUE UPON RELEASE OF VEHICLE, INCLUDING ADDITIONAL SUPPLEMENTAL DAMAGE CHARGES, AND HEREBY GRANT YOU AND/YOUR EMPLOYEES, PERMISSION TO OPERATE THE CAR, TRUCK, OR VEHICLE HEREIN DESCRIBED ON STREETS, HIGHWAYS, OR ELSEWHERE FOR THE PURPOSE OF TESTING AND / OR INSPECTION. AN EXPRESS MECHANIC'S LIEN IS HEREBY ACKNOWLEDGED ON THE ABOVE CAR, TRUCK, OR VEHICLE TO SECURE THE AMOUNT OF REPAIRS THERETO. YOU WILL NOT BE HELD RESPONSIBLE FOR LOSS OR DAMAGE TO THE VEHICLE OR ARTICLES LEFT IN VEHICLE IN CASE OF FIRE, THEFT, ACCIDENT, OR ANY OTHER CAUSE BEYOND YOUR CONTROL.

AUTHORIZED BY: _____ DATE _____

THIS ESTIMATE HAS BEEN PREPARED BASED ON THE USE OF AFTERMARKET CRASH PARTS SUPPLIED BY A SOURCE OTHER THAN THE MANUFACTURER OF YOUR VEHICLE. ANY WARRANTIES APPLICABLE TO THE REPLACEMENT PARTS ARE PROVIDED BY THE MANUFACTURER OR DISTRIBUTOR OF THESE PARTS RATHER THAN THE MANUFACTURER OV YOUR VEHICLE.

Customer: State Of IOWA 2520

2015 DODG Grand Caravan w/American Value Pkg 4D VAN 6-3.6L Flex Fuel Sequential MPI

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide DR3TE08, CCC Data Date 05/01/2026, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (*) or Double Asterisk (**) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2024 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category.

X=Miscellaneous Non-Taxed charge category.

SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category.

M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

OTHER SYMBOLS AND ABBREVIATIONS:

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel.

CAPA=Certified Automotive Parts Association. CFC=Carbon Fiber.

D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part.

O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. STS=Stainless Steel. Subl=Sublet.

UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Solutions Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.