

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 \$3,774.24, subject to an audit of actual invoices. On May 1, 2026, Vehicle #1457 was damaged by a deer. 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 # 4356
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: Deer Damage to Vehicle #1457 on May 1, 2026
Department of Administrative Services
Claim dated May 5, 2026
AOS Claim ID: 4356

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. Therefore, we recommend an Executive Council allocation in the amount of \$3,774.24, 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	#1457 / Deer
Event Date	May 1, 2026
Summary	Vehicle 1457 - struck a deer (Claim 338578)
Amount Requested	\$3,774.24 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



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

Fwd: Accident Report Form & Next Steps - Vehicle 1457

1 message

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

Fri, May 1, 2026 at 3:42 PM

To: Tammy Hollingsworth <tammy.hollingsworth@aos.iowa.gov>, TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>

Please accept this email as the initial 24 hour notification for an AON claim. Vehicle 1457 struck a deer on 5/1/2026. I will forward all information as soon as it is received.

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.

----- Forwarded message -----

From: **Risk, DAS** <das.risk@iowa.gov>

Date: Fri, May 1, 2026 at 3:41 PM

Subject: Accident Report Form & Next Steps - Vehicle 1457

To: Sarah Rippenkroeger <sarah.rippenkroeger@hhs.iowa.gov>

Sarah,

Thank you for calling to report the damage to vehicle 1457 from the deer hit this afternoon.

Attached is the accident report form I mentioned on the phone - please complete this and return to me here along with any photos you may have.

You will also need to get an estimate of the damage to the vehicle - [here is a link to our state contracted body shops for your reference](#).

Let me know if you have any questions - once I have all of the info above I will be back in touch with next steps.

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

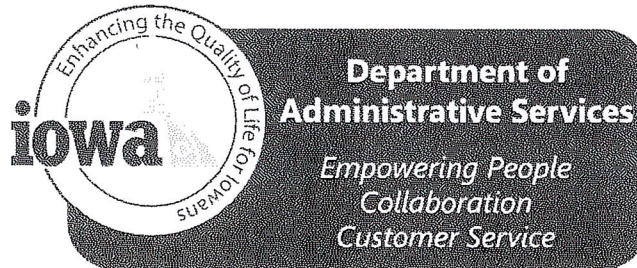
das.risk@iowa.gov

<https://das.iowa.gov>



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.

 **AccidentReportForm - 2025.pdf**
384K



Department of Administrative Services
DAS Fleet Services- Risk Management
109 SE 13th St
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
May 1, 2026		2:16 PM		1
County Lee		State Iowa		
Vehicle 1 (State vehicle)				
Driver's Name		Work Street Address		
Sarah Rippenthroger		933 Avenue H		
Driver's License No./State		City, State, Zip		
1037X5902 IA		Fort Madison, Iowa		
Date of Birth	Department	Work Phone	Home Phone	
02/14/82	DHHS	319 316 3522	319 316 2933	
License Plate No.	VIN	Year, Make, Model		
1457		2020 Chevy Impala		
Estimate (\$) of Damage		Description of Damage		
\$1,500 +		front bumper damage - drivers door under pressure side engine panel damage		
Vehicle 2 (other vehicle) if more than two vehicles-use additional forms				
Driver's Name		Street Address		
N/A				
Driver's License No./State		City, State, Zip		
Date of Birth	Work Phone	Home Phone	License Plate No.	
Description of Damage				

Accident Information Exchange Sheet

Other Vehicle information

Driver's Name	N/A Hit beer
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	Sarah Rippenkroeger
Driver's License No./State	637XX 5902-IA
Vehicle Plate No.	1457
Vehicle year, make, model	2020 Chevy Impala
VIN	

The State of Iowa is self-insured.
If you have any questions regarding an accident, please contact
DAS Fleet Services at 515-281-3162 of DAS.Risk@iowa.gov

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

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.



Abra - Jim Baier Fort Madison

5701 Avenue O, Fort Madison, IA 52627
Phone: (319) 372-8120

Workfile ID: b340c186
Federal ID: 420982103
State ID: 1-56-007451
Federal EPA: NED9817236513
State EPA: NED9817236513

Preliminary Estimate

Customer: HHS

Written By: Cruz Estrada

Insured: HHS Policy #: Claim #:
Type of Loss: Date of Loss: Days to Repair: 0
Point of Impact: 11 Left Front

Owner:	Inspection Location:	Insurance Company:
HHS	Abra - Jim Baier Fort Madison	CUSTOMER PAY
(319) 470-2784 Cell	5701 Avenue O	
(319) 372-3651 Business	Fort Madison, IA 52627	
	Repair Facility	
	(319) 372-8120 Business	

VEHICLE

2020 CHEV Impala LT1 4D SED 6-3.6L Flex Fuel Direct Injection White

VIN: 2G11Z5S30L9105820	Interior Color: Black	Mileage In: 89,126	Vehicle Out:
License: 1457	Exterior Color: White	Mileage Out:	
State: IA	Production Date: 9/2019	Condition:	Job #:

TRANSMISSION

Automatic Transmission
Overdrive

POWER

Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors
Heated Mirrors
Power Driver Seat

DECOR

Dual Mirrors
Console/Storage

CONVENIENCE

Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Keyless Entry
Alarm
Message Center
Steering Wheel Touch Controls
Telescopic Wheel
Climate Control
Remote Starter
Backup Camera

RADIO

AM Radio
FM Radio
Stereo
Search/Seek
Auxiliary Audio Connection
Premium Radio
Satellite Radio

SAFETY

Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
4 Wheel Disc Brakes
Front Side Impact Air Bags

Communications System
Hands Free Device

SEATS

Cloth Seats
Bucket Seats

WHEELS

Aluminum/Alloy Wheels

PAINT

Clear Coat Paint

OTHER

Traction Control
Stability Control
Signal Integrated Mirrors
Power Trunk/Liftgate

Preliminary Estimate

Customer: HHS

2020 CHEV Impala LT1 4D SED 6-3.6L Flex Fuel Direct Injection White

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER & GRILLE					
2		O/H bumper assy		0	0.00	2.9	0.0
3	** <>	Repl A/M CAPA Bumper cover w/o adaptive cruise w/o actv shtr	22990034	1	817.00	Incl.	3.4
4		Add for Clear Coat		0	0.00	0.0	1.4
5	**	Repl A/M CAPA Upper grille LT w/o midnight pkg	84720375	1	458.00	Incl.	0.0
6		FRONT LAMPS					
7	*	Repl LKQ LT Headlamp assy +25%	84573235	1	919.04	0.5	0.0
8		FENDER					
9	*	Rpr LT Fender		0	0.00	4.5	2.2
10		Overlap Major Non-Adj. Panel		0	0.00	0.0	-0.2
11		Add for Clear Coat		0	0.00	0.0	0.4
12		R&I LT Fender liner		0	0.00	0.4	0.0
13		R&I Mud guard		0	0.00	0.4	0.0
14	#	Hazardous waste removal		1	5.00	0.0	0.0
15	#	Repl Cover Car		1	5.00	0.0	0.0
16	#	Repl Corrosion Protection		1	5.00	0.0	0.0
17	#	Repl Flex Additive/Adhesion Promoter		1	8.50 T	0.0	0.0
SUBTOTALS					2,217.54	8.7	7.2

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			2,209.04
Body Labor	8.7 hrs @	\$ 73.00 /hr	635.10
Paint Labor	7.2 hrs @	\$ 73.00 /hr	525.60
Paint Supplies	7.2 hrs @	\$ 55.00 /hr	396.00
Miscellaneous			8.50
Subtotal			3,774.24
Grand Total			3,774.24
Deductible			0.00
CUSTOMER PAY			0.00
INSURANCE PAY			3,774.24

MyPriceLink Estimate ID / Quote ID:

1480602130707390464 /

THE ABOVE IS AN ESTIMATE BASED ON OUR INSPECTION AND DOES NOT COVER ANY ADDITIONAL PARTS OR LABOR WHICH MAY BE REQUIRED AFTER THE WORK HAS BEEN OPENED UP. THERE IS A LIMITED LIFETIME GUARANTEE ON WORKMANSHIP AND REFINISHING.

Customer: HHS

2020 CHEV Impala LT1 4D SED 6-3.6L Flex Fuel Direct Injection White

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

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 DR1CB14, CCC Data Date 03/10/2026, 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.

Customer: HHS

2020 CHEV Impala LT1 4D SED 6-3.6L Flex Fuel Direct Injection White

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.

Preliminary Estimate

Customer: HHS

2020 CHEV Impala LT1 4D SED 6-3.6L Flex Fuel Direct Injection White

PARTS SUPPLIER LIST

Line	Supplier	Description	Price
3	Keystone, Inc 110 THUNDERBIRD LANE EAST PEORIA IL 61611 (309) 698-0700	#GM1000959C A/M CAPA Bumper cover w/o adaptive cruise w/o actv shtr Quote: 3447456369 Expires: 06/18/26	\$ 817.00
5	Keystone, Inc 110 THUNDERBIRD LANE EAST PEORIA IL 61611 (309) 698-0700	#GM1200685C A/M CAPA Upper grille LT w/o midnight pkg Quote: 3447457525 Expires: 06/18/26	\$ 458.00
7	All Star Auto Parts North 15326 Oakwood Dr Romulus MI 48174 (407) 271-8949	#07041426 LKQ LT Headlamp assy +25% LH, BARE, HAL, PR1020-6 Quote: CCC-621039043 Expires: 05/14/26	\$ 735.23