

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: John Chandler Department: Agriculture  
Position Title: Wildlife Specialist Division: Wildlife Services  
Vehicle Number: 14D-191 Primary Work Station: 311 Fair Lane  
County of Residence: El Dorado Daily Commute Miles: Employee starts work day from residence, 12 miles from office Current Odometer Reading: 112,120 Daily Business Miles: 125  
Number of Emergency Call-outs in Previous Year: 30 non-business hours, 170 overall

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.

Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).

Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

Justification:

The department's Wildlife Specialist performs wildlife management duties in urban and rural environments which includes large carnivore issues pertaining to mountain lion, bear and coyote nuisance/damage/threatening situations. The Wildlife Specialist is required to timely respond to wildlife damage so that the appropriate animal is identified and mitigated. The Wildlife Specialist also performs duties to control predatory and disease-carrying animals for the protection of the public health & safety, livestock, agricultural and forestry products. The vehicle is specially equipped with a dog box, lockable firearm box, lockable safe which holds Federally Restricted drugs for humane euthanasia of problem wildlife and towing capacity for large carnivore traps/horse trailers.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

John Chandler  
Requestor's Signature

1/27/09  
Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

W. J. Stepl  
Department Head Signature

JANUARY 27, 2009  
Date

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: [REDACTED] Department: DEVELOPMENT SERVICES  
Position Title: CODE ENFORCEMENT OFFICER Division: BUILDING DIVISION  
Vehicle Number: 10-187 Primary Work Station: CODE ENFORCEMENT UNIT  
County of Residence: EL DORADO Daily Commute Miles: 17 miles ONE WAY  
Current Odometer Reading: 57,227 Daily Business Miles: 32  
Number of Emergency Call-outs in Previous Year: 15

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

Justification:

AS THE COUNTY'S CODE ENFORCEMENT OFFICER I AM CALLED TO SITES REQUIRING ENFORCEMENT OF STATE AND COUNTY CODES BY THE SHERIFF'S OFFICE, VARIOUS FIRE DISTRICTS, CPS/APS, AND OTHER AGENCIES.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[REDACTED SIGNATURE]

Requestor's Signature

11-26-08

Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[REDACTED SIGNATURE]

Department Head Signature

12-5-08

Date

Send completed, signed original to General Services Fleet Division.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: [REDACTED]

Department: **District Attorney**

Position Title: Chief Investigator

Division:

Vehicle Number: 10-126

Primary Work Station: Placerville

County of Residence: El Dorado

Daily Commute Miles: SEE BELOW JUSTIFICATION

Current Odometer Reading: 58,233 (12/31/08)

Daily Business Miles: SEE BELOW JUSTIFICATION

Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:**

Vehicle is assigned for 24 hour emergency response for public safety. Typical calls involve all officer involved shootings within the county and most major critical incidents. Given the emergent public safety response, traveling to a distant offsite vehicle storage area would unreasonably endanger public safety, as well as facilitate the loss of critical evidence. Additionally, since most are after hour calls, additional overtime costs would be incurred. Investigators regularly begin or end shifts in the field performing witness interviews on location. All investigators are expected to perform these functions and then an assigned vehicle (with downtown parking situation) would require offsite storage expenses including fees and employee loss time driving to and from parking. Criminal investigators typically store safety equipment in vehicle for ready use.

Since no situation is predictable as to the number of investigators needed to safely provide the service that the public deserves, it is imperative that all full time investigators be provided take-home vehicles. All investigators are also responsible for locating and interviewing defendants, complainants, witnesses, and other involved parties on a daily basis. Most individuals requiring follow-up interviews are not normally available during normal hours and therefore investigators are forced to complete these tasks after hours. Investigators typically will conduct their interviews either while on their way to work or on their way home, which saves on countless hours of overtime, gas, and mileage on their car.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[REDACTED SIGNATURE]

1/28/2009  
Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[SIGNATURE]

1/28/09  
Date

Department Head Signature

Date

Send completed, signed original to General Services Fleet Division.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: [REDACTED] Department: **District Attorney**  
Position Title: **Supervising Investigator** Division:  
Vehicle Number: **15-075** Primary Work Station: **Placerville**  
County of Residence: **El Dorado** Daily Commute Miles: **SEE BELOW JUSTIFICATION**  
Current Odometer Reading: **18,974 (12/31/08)** Daily Business Miles: **SEE BELOW JUSTIFICATION**  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

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Justification:

Vehicle is assigned for 24 hour emergency response for public safety. Typical calls involve all officer involved shootings within the county and most major critical incidents. Given the emergent public safety response, traveling to a distant offsite vehicle storage area would unreasonably endanger public safety, as well as facilitate the loss of critical evidence. Additionally, since most are after hour calls, additional overtime costs would be incurred. Investigators regularly begin or end shifts in the field performing witness interviews on location. All investigators are expected to perform these functions and then an assigned vehicle (with downtown parking situation) would require offsite storage expenses including fees and employee loss time driving to and from parking. Criminal investigators typically store safety equipment in vehicle for ready use.

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I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature: [REDACTED] Date: 1/22/2009

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature: [Signature] Date: 1/28/09

Send completed, signed original to General Services Fleet Division.

**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: **District Attorney**  
Position Title: Investigator Division:  
Vehicle Number: 99-399 Primary Work Station: Placerville  
County of Residence: El Dorado Daily Commute Miles: SEE BELOW JUSTIFICATION  
Current Odometer Reading: 99-399 (12/31/08) Daily Business Miles: SEE BELOW JUSTIFICATION  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:**

Vehicle is assigned for 24 hour emergency response for public safety. Typical calls involve all officer involved shootings within the county and most major critical incidents. Given the emergent public safety response, traveling to a distant offsite vehicle storage area would unreasonably endanger public safety, as well as facilitate the loss of critical evidence. Additionally, since most are after hour calls, additional overtime costs would be incurred. Investigators regularly begin or end shifts in the field performing witness interviews on location. All investigators are expected to perform these functions and then an assigned vehicle (with downtown parking situation) would require offsite storage expenses including fees and employee loss time driving to and from parking. Criminal investigators typically store safety equipment in vehicle for ready use.

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I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature

Date

1.21.09

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature

Date

1/28/09

Send completed, signed original to General Services Fleet Division.



**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED]

Department: **District Attorney**

Position Title: **Supervising Investigator**

Division:

Vehicle Number: **10-130**

Primary Work Station: **South Lake Tahoe**

County of Residence: **Washoe**

Daily Commute Miles: **SEE BELOW JUSTIFICATION**

Current Odometer Reading: **98,421 (12/31/08)**

Daily Business Miles: **SEE BELOW JUSTIFICATION**

Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

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Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:**

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I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature

Date

1/21/09

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature

Date

1/28/09

Send completed, signed original to General Services Fleet Division.

**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: **District Attorney**  
Position Title: Investigator Division:  
Vehicle Number: 10-043 Primary Work Station: Placerville  
County of Residence: El Dorado Daily Commute Miles: SEE BELOW JUSTIFICATION  
Current Odometer Reading: 115,333 (12/31/08) Daily Business Miles: SEE BELOW JUSTIFICATION  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

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- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:**

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I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature: [REDACTED] Date: 1/21/09

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature: [Signature] Date: 1/28/09

Send completed, signed original to General Services Fleet Division.

**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: **District Attorney**  
Position Title: Investigator Division:  
Vehicle Number: 15-272 Primary Work Station: Placerville  
County of Residence: El Dorado Daily Commute Miles: SEE BELOW JUSTIFICATION  
Current Odometer Reading: 21,784 (12/31/08) Daily Business Miles: SEE BELOW JUSTIFICATION  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

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- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

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I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature

Date

1/20/09

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature

Date

1/20/09

Send completed, signed original to General Services Fleet Division.



TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: [REDACTED] Department: **District Attorney**  
Position Title: Investigator Division:  
Vehicle Number: 10-420 Primary Work Station: South Lake Tahoe  
County of Residence: Douglas Daily Commute Miles: SEE BELOW JUSTIFICATION  
Current Odometer Reading: 3,307 (12/31/08) Daily Business Miles: SEE BELOW JUSTIFICATION  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

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- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

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I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature: [REDACTED] Date: 1-21-09

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature: [Signature] Date: 1/28/09

Send completed, signed original to General Services Fleet Division.

**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: **District Attorney**  
Position Title: Investigator Division:  
Vehicle Number: 15-211 Primary Work Station: Placerville  
County of Residence: El Dorado Daily Commute Miles: SEE BELOW JUSTIFICATION  
Current Odometer Reading: 48,521 (12/31/08) Daily Business Miles: SEE BELOW JUSTIFICATION  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

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I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's

Date

1-16-09

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature

Date

1/28/09

Send completed, signed original to General Services Fleet Division.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: [REDACTED]

Department: **District Attorney**

Position Title: Investigator

Division:

\* Vehicle Number: ~~99-418~~ (TBA)

Primary Work Station: South Lake Tahoe

County of Residence: El Dorado

Daily Commute Miles: SEE BELOW JUSTIFICATION

Current Odometer Reading: 116,615 (12/31/08)

Daily Business Miles: SEE BELOW JUSTIFICATION

Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

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I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[REDACTED SIGNATURE]

1-21-09

Requestor's Signature

Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[REDACTED SIGNATURE]

1/28/09

Department Head Signature

Date

Send completed, signed original to General Services Fleet Division.

**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: **District Attorney**  
Position Title: Investigator Division:  
Vehicle Number: 10-291 Primary Work Station: Placerville  
County of Residence: El Dorado Daily Commute Miles: SEE BELOW JUSTIFICATION  
Current Odometer Reading: 36,345 (12/31/08) Daily Business Miles: SEE BELOW JUSTIFICATION  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

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Requestor's Signature

Date

1-16-09

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature

Date

4/28/09

Send completed, signed original to General Services Fleet Division.



**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: **District Attorney**  
Position Title: Investigator Division:  
Vehicle Number: 15-170 Primary Work Station: Placerville  
County of Residence: El Dorado Daily Commute Miles: SEE BELOW JUSTIFICATION  
Current Odometer Reading: 22,511 (12/31/08) Daily Business Miles: SEE BELOW JUSTIFICATION  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

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**Justification:**

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Since no situation is predictable as to the number of investigators needed to safely provide the service that the public deserves, it is imperative that all full time investigators be provided take-home vehicles. All investigators are also responsible for locating and interviewing defendants, complainants, witnesses, and other involved parties on a daily basis. Most individuals requiring follow-up interviews are not normally available during normal hours and therefore investigators are forced to complete these tasks after hours. Investigators typically will conduct their interviews either while on their way to work or on their way home, which saves on countless hours of overtime, gas, and mileage on their car.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature

Date

1-20-09

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature

Date

1/28/09

Send completed, signed original to General Services Fleet Division.



**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: **District Attorney**  
Position Title: Investigator Division:  
Vehicle Number: 15-169 Primary Work Station: Placerville  
County of Residence: El Dorado Daily Commute Miles: SEE BELOW JUSTIFICATION  
Current Odometer Reading: 20,742 (12/31/08) Daily Business Miles: SEE BELOW JUSTIFICATION  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:**

Vehicle is assigned for 24 hour emergency response for public safety. Typical calls involve all officer involved shootings within the county and most major critical incidents. Given the emergent public safety response, traveling to a distant offsite vehicle storage area would unreasonably endanger public safety, as well as facilitate the loss of critical evidence. Additionally, since most are after hour calls, additional overtime costs would be incurred. Investigators regularly begin or end shifts in the field performing witness interviews on location. All investigators are expected to perform these functions and then an assigned vehicle (with downtown parking situation) would require offsite storage expenses including fees and employee loss time driving to and from parking. Criminal investigators typically store safety equipment in vehicle for ready use.

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I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature: [REDACTED] Date: 1/16/09

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature: [Signature] Date: 1/28/09

Send completed, signed original to General Services Fleet Division.

**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: **District Attorney**  
Position Title: Investigator Division:  
Vehicle Number: 15-153 Primary Work Station: Placerville  
County of Residence: Sacramento Daily Commute Miles: SEE BELOW JUSTIFICATION  
Current Odometer Reading: 53,214 (12/31/08) Daily Business Miles: SEE BELOW JUSTIFICATION  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:**

Vehicle is assigned for 24 hour emergency response for public safety. Typical calls involve all officer involved shootings within the county and most major critical incidents. Given the emergent public safety response, traveling to a distant offsite vehicle storage area would unreasonably endanger public safety, as well as facilitate the loss of critical evidence. Additionally, since most are after hour calls, additional overtime costs would be incurred. Investigators regularly begin or end shifts in the field performing witness interviews on location. All investigators are expected to perform these functions and then an assigned vehicle (with downtown parking situation) would require offsite storage expenses including fees and employee loss time driving to and from parking. Criminal investigators typically store safety equipment in vehicle for ready use.

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I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature

Date

1/16/09

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature

Date

1/28/09

Send completed, signed original to General Services Fleet Division.

**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: **District Attorney**  
Position Title: **District Attorney** Division:  
Vehicle Number: **10-154** Primary Work Station: **Placerville**  
County of Residence: **El Dorado** Daily Commute Miles: **SEE BELOW JUSTIFICATION**  
Current Odometer Reading: **70,794 (12/31/08)** Daily Business Miles: **SEE BELOW JUSTIFICATION**  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:**

Vehicle is assigned for 24 hour emergency response for public safety. Typical calls involve all officer involved shootings within the county and most major critical incidents. Given the emergent public safety response, traveling to a distant offsite vehicle storage area would unreasonably endanger public safety, as well as facilitate the loss of critical evidence. Additionally, since most are after hour calls, additional overtime costs would be incurred. Investigators regularly begin or end shifts in the field performing witness interviews on location. All investigators are expected to perform these functions and then an assigned vehicle (with downtown parking situation) would require offsite storage expenses including fees and employee loss time driving to and from parking. Criminal investigators typically store safety equipment in vehicle for ready use.

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I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature

Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature

Date

Send completed, signed original to General Services Fleet Division.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: [REDACTED] Department: Department of Transportation  
Position Title: Highway Maintenance Supervisor Division: Maintenance  
Vehicle Number: 14-233 Primary Work Station: Placerville  
County of Residence: El Dorado County Daily Commute Miles: 25  
Current Odometer Reading: 50,995 Daily Business Miles: 54  
Number of Emergency Call-outs in Previous Year: 17

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

Justification: The vehicle is equipped with light bars, external loud speaker system, patching materials, signs and barricades, chain saws and other tools required for response to road related emergencies.

Road, Bridge and Highway Maintenance Supervisors are called upon to respond after hours to a variety of emergencies, including; rock and mud slides, flooding, down trees, spills of hazardous and non-hazardous substances in the roadway, traffic accidents, down poles and lines, obstacles in the roadway, ice and snow related hazards, down signs, and signal issues. Response times are reduced significantly when the supervisor is able to respond directly from home with a properly equipped vehicle.

While the need to respond to emergency situations occurs throughout the year, the frequency of after hours calls increases significantly during the late Fall through early Spring due to inclement weather. Overnight retention of this vehicle is requested each year for the period beginning November 1<sup>st</sup> and ending March 31<sup>st</sup>.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

B Requestor's Signature Date JAN 27 2009

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature] Department Head Signature Date 1/29/09

Send completed, signed original to General Services Fleet Division.

**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: Department of Transportation  
Position Title: Highway Maintenance Supervisor Division: Maintenance  
Vehicle Number: 14-234 Primary Work Station: Placerville  
County of Residence: Sacramento County Daily Commute Miles: 50  
Current Odometer Reading: 59,448 Daily Business Miles: 54  
Number of Emergency Call-outs in Previous Year: 18

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.

Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).

Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:** The vehicle is equipped with light bars, external loud speaker system, patching materials, signs and barricades, chain saws and other tools required for response to road related emergencies.

Road, Bridge and Highway Maintenance Supervisors are called upon to respond after hours to a variety of emergencies, including; rock and mud slides, flooding, down trees, spills of hazardous and non-hazardous substances in the roadway, traffic accidents, down poles and lines, obstacles in the roadway, ice and snow related hazards, down signs, and signal issues. Response times are reduced significantly when the supervisor is able to respond directly from home with a properly equipped vehicle.

While the need to respond to emergency situations occurs throughout the year, the frequency of after hours calls increases significantly during the late Fall through early Spring due to inclement weather. Overnight retention of this vehicle is requested each year for the period beginning November 1<sup>st</sup> and ending March 31<sup>st</sup>.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Draig Davis  
Requestor's Signature

1-27-09  
Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

J.W. We  
Department Head Signature

1/29/09  
Date

Send completed, signed original to General Services Fleet Division.



**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: Department of Transportation  
Position Title: Highway Maintenance Supervisor Division: Maintenance  
Vehicle Number: 14-232 Primary Work Station: Placerville  
County of Residence: El Dorado County Daily Commute Miles: 7  
Current Odometer Reading: 51,248 Daily Business Miles: 54  
Number of Emergency Call-outs in Previous Year: 21

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:** The vehicle is equipped with light bars, external loud speaker system, patching materials, signs and barricades, chain saws and other tools required for response to road related emergencies.

Road, Bridge and Highway Maintenance Supervisors are called upon to respond after hours to a variety of emergencies, including; rock and mud slides, flooding, down trees, spills of hazardous and non-hazardous substances in the roadway, traffic accidents, down poles and lines, obstacles in the roadway, ice and snow related hazards, down signs, and signal issues. Response times are reduced significantly when the supervisor is able to respond directly from home with a properly equipped vehicle.

While the need to respond to emergency situations occurs throughout the year, the frequency of after hours calls increases significantly during the late Fall through early Spring due to inclement weather. Overnight retention of this vehicle is requested each year for the period beginning November 1<sup>st</sup> and ending March 31<sup>st</sup>.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

  
Requestor's Signature

27 January 2009  
Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

  
Department Head Signature

1/29/09  
Date

Send completed, signed original to General Services Fleet Division.

**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: Department of Transportation  
Position Title: Highway Maintenance Supervisor Division: Maintenance  
Vehicle Number: 14-231 Primary Work Station: Placerville  
County of Residence: El Dorado County Daily Commute Miles: 12  
Current Odometer Reading: 49,593 Daily Business Miles: 54  
Number of Emergency Call-outs in Previous Year: 19

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:** The vehicle is equipped with light bars, external loud speaker system, patching materials, signs and barricades, chain saws and other tools required for response to road related emergencies.

Road, Bridge and Highway Maintenance Supervisors are called upon to respond after hours to a variety of emergencies, including; rock and mud slides, flooding, down trees, spills of hazardous and non-hazardous substances in the roadway, traffic accidents, down poles and lines, obstacles in the roadway, ice and snow related hazards, down signs, and signal issues. Response times are reduced significantly when the supervisor is able to respond directly from home with a properly equipped vehicle.

While the need to respond to emergency situations occurs throughout the year, the frequency of after hours calls increases significantly during the late Fall through early Spring due to inclement weather. Overnight retention of this vehicle is requested each year for the period beginning November 1<sup>st</sup> and ending March 31<sup>st</sup>.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature]  
Requestor's Signature

1/27/09  
Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature]  
Department Head Signature

1/29/09  
Date

Send completed, signed original to General Services Fleet Division.

**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: Department of Transportation  
Position Title: Highway Maintenance Supervisor Division: Maintenance  
Vehicle Number: 14-235 Primary Work Station: Placerville  
County of Residence: El Dorado County Daily Commute Miles: 22  
Current Odometer Reading: 79,459 Daily Business Miles: 54  
Number of Emergency Call-outs in Previous Year: 15

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:** The vehicle is equipped with light bars, external loud speaker system, patching materials, signs and barricades, chain saws and other tools required for response to road related emergencies.

Road, Bridge and Highway Maintenance Supervisors are called upon to respond after hours to a variety of emergencies, including; rock and mud slides, flooding, down trees, spills of hazardous and non-hazardous substances in the roadway, traffic accidents, down poles and lines, obstacles in the roadway, ice and snow related hazards, down signs, and signal issues. Response times are reduced significantly when the supervisor is able to respond directly from home with a properly equipped vehicle.

While the need to respond to emergency situations occurs throughout the year, the frequency of after hours calls increases significantly during the late Fall through early Spring due to inclement weather. Overnight retention of this vehicle is requested each year for the period beginning November 1<sup>st</sup> and ending March 31<sup>st</sup>.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Rick [Signature]  
Requestor's Signature

1-27-09  
Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature]  
Department Head Signature

1/29/09  
Date

Send completed, signed original to General Services Fleet Division.

**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: Department of Transportation  
Position Title: Bridge Maintenance Supervisor Division: Maintenance  
Vehicle Number: 14-360 Primary Work Station: Placerville  
County of Residence: El Dorado County Daily Commute Miles: 25  
Current Odometer Reading: 27,070 Daily Business Miles: 54  
Number of Emergency Call-outs in Previous Year: 8

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:** The vehicle is equipped with light bars, external loud speaker system, patching materials, signs and barricades, chain saws and other tools required for response to road related emergencies.

Road, Bridge and Highway Maintenance Supervisors are called upon to respond after hours to a variety of emergencies, including; rock and mud slides, flooding, down trees, spills of hazardous and non-hazardous substances in the roadway, traffic accidents, down poles and lines, obstacles in the roadway, ice and snow related hazards, down signs, and signal issues. Response times are reduced significantly when the supervisor is able to respond directly from home with a properly equipped vehicle.

While the need to respond to emergency situations occurs throughout the year, the frequency of after hours calls increases significantly during the late Fall through early Spring due to inclement weather. Overnight retention of this vehicle is requested each year for the period beginning November 1<sup>st</sup> and ending March 31<sup>st</sup>.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

  
Requestor's Signature

1-27-09  
Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

  
Department Head Signature

1/29/09  
Date

Send completed, signed original to General Services Fleet Division.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: [REDACTED] Department: Department of Transportation  
Position Title: Highway Maintenance Supervisor Division: Maintenance  
Vehicle Number: 14-10 Primary Work Station: South Lake Tahoe  
County of Residence: El Dorado County Daily Commute Miles: 4  
Current Odometer Reading: 115,398 Daily Business Miles: 54  
Number of Emergency Call-outs in Previous Year: 10

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:** The vehicle is equipped with light bars, external loud speaker system, patching materials, signs and barricades, chain saws and other tools required for response to road related emergencies.

Road, Bridge and Highway Maintenance Supervisors are called upon to respond after hours to a variety of emergencies, including; rock and mud slides, flooding, down trees, spills of hazardous and non-hazardous substances in the roadway, traffic accidents, down poles and lines, obstacles in the roadway, ice and snow related hazards, down signs, and signal issues. Response times are reduced significantly when the supervisor is able to respond directly from home with a properly equipped vehicle.

While the need to respond to emergency situations occurs throughout the year, the frequency of after hours calls increases significantly during the late Fall through early Spring due to inclement weather. Overnight retention of this vehicle is requested each year for the period beginning November 1<sup>st</sup> and ending March 31<sup>st</sup>.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

  
Requestor's Signature

1-26-09  
Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

  
Department Head Signature

1/29/09  
Date

Send completed, signed original to General Services Fleet Division.



**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: Department of Transportation  
Position Title: Highway Maintenance Supervisor Division: Maintenance  
Vehicle Number: 14-035 Primary Work Station: South lake Tahoe  
County of Residence: El Dorado County Daily Commute Miles: 4  
Current Odometer Reading: 116,434 Daily Business Miles: 54  
Number of Emergency Call-outs in Previous Year: 9

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:** The vehicle is equipped with light bars, external loud speaker system, patching materials, signs and barricades, chain saws and other tools required for response to road related emergencies.

Road, Bridge and Highway Maintenance Supervisors are called upon to respond after hours to a variety of emergencies, including; rock and mud slides, flooding, down trees, spills of hazardous and non-hazardous substances in the roadway, traffic accidents, down poles and lines, obstacles in the roadway, ice and snow related hazards, down signs, and signal issues. Response times are reduced significantly when the supervisor is able to respond directly from home with a properly equipped vehicle.

While the need to respond to emergency situations occurs throughout the year, the frequency of after hours calls increases significantly during the late Fall through early Spring due to inclement weather. Overnight retention of this vehicle is requested each year for the period beginning November 1<sup>st</sup> and ending March 31<sup>st</sup>.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Bm A Requestor's Signature 1-27-09 Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

JW Department Head Signature 1/29/09 Date

Send completed, signed original to General Services Fleet Division.

**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: Department of Transportation  
Position Title: Highway Maintenance Supervisor Division: Maintenance  
Vehicle Number: 14-09 Primary Work Station: South Lake Tahoe  
County of Residence: El Dorado County Daily Commute Miles: 8  
Current Odometer Reading: 99,351 Daily Business Miles: 54  
Number of Emergency Call-outs in Previous Year: 8

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:** The vehicle is equipped with light bars, external loud speaker system, patching materials, signs and barricades, chain saws and other tools required for response to road related emergencies.

Road, Bridge and Highway Maintenance Supervisors are called upon to respond after hours to a variety of emergencies, including; rock and mud slides, flooding, down trees, spills of hazardous and non-hazardous substances in the roadway, traffic accidents, down poles and lines, obstacles in the roadway, ice and snow related hazards, down signs, and signal issues. Response times are reduced significantly when the supervisor is able to respond directly from home with a properly equipped vehicle.

While the need to respond to emergency situations occurs throughout the year, the frequency of after hours calls increases significantly during the late Fall through early Spring due to inclement weather. Overnight retention of this vehicle is requested each year for the period beginning November 1<sup>st</sup> and ending March 31<sup>st</sup>.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Joe Ribon  
Requestor's Signature

1-29-09  
Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature]  
Department Head Signature

1/29/09  
Date

Send completed, signed original to General Services Fleet Division.

**TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST**



Employee Name: [REDACTED] Department: Department of Transportation  
Position Title: Traffic Control Maint Supervisor Division: Maintenance  
Vehicle Number: 14-036 Primary Work Station: Placerville  
County of Residence: El Dorado County Daily Commute Miles: 15  
Current Odometer Reading: 46,920 Daily Business Miles: 54  
Number of Emergency Call-outs in Previous Year: 8

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:** The vehicle is equipped with light bars, external loud speaker system, patching materials, signs and barricades, chain saws and other tools required for response to road related emergencies.

Traffic, Bridge and Highway Maintenance Supervisors are called upon to respond after hours to a variety of emergencies, including; rock and mud slides, flooding, down trees, spills of hazardous and non-hazardous substances in the roadway, traffic accidents, down poles and lines, obstacles in the roadway, ice and snow related hazards, down signs, and signal issues. Response times are reduced significantly when the supervisor is able to respond directly from home with a properly equipped vehicle.

While the need to respond to emergency situations occurs throughout the year, the frequency of after hours calls increases significantly during the late Fall through early Spring due to inclement weather. Overnight retention of this vehicle is requested each year for the period beginning November 1<sup>st</sup> and ending March 31<sup>st</sup>.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

  
Requestor's Signature

1-28-2009  
Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

  
Department Head Signature

1/29/09  
Date

Send completed, signed original to General Services Fleet Division.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: [REDACTED] Department: Department of Transportation  
Position Title: Highway Superintendent-West Slope Division: Maintenance  
Vehicle Number: 14-334 Primary Work Station: Placerville  
County of Residence: El Dorado County Daily Commute Miles: 20  
Current Odometer Reading: 30,492 Daily Business Miles: 100  
Number of Emergency Call-outs in Previous Year: 60

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

Justification: The vehicle is equipped with light bars, external loud speaker system, patching materials, signs and barricades, chain saws and other tools required for response to road related emergencies.

The Highway Superintendent may be called upon to respond after hours to a variety of emergencies, including; rock and mud slides, flooding, down trees, spills of hazardous and non-hazardous substances in the roadway, traffic accidents, down poles and lines, obstacles in the roadway, ice and snow related hazards, down signs, and signal issues. The Highway Superintendent is often required to be on the scene to assess a situation, to determine the appropriate action, and dispatch staff as necessary.

In addition, the Highway Superintendent is often out after hours and on weekends, especially during the winter months, assessing conditions on the roads to determine action necessary to prevent hazardous conditions from occurring or worsening. Preventive inspections of the roadway help reduce the occurrence and severity of roadway hazards before they become an issue for the traveling public.

Response times are reduced significantly when the Highway Superintendent is able to respond directly from home with a properly equipped vehicle.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature]  
Requestor's Signature

1/27/09  
Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature]  
Department Head Signature

1/29/09  
Date

Send completed, signed original to General Services Fleet Division.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: [REDACTED] Department: Department of Transportation  
Position Title: Deputy Director, Maintenance Division: Maintenance  
Vehicle Number: 02-223 Primary Work Station: Placerville  
County of Residence: El Dorado County Daily Commute Miles: 20  
Current Odometer Reading: 42,786 Daily Business Miles: 40  
Number of Emergency Call-outs in Previous Year: 50

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.

Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).

Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

Justification: The vehicle is equipped with light bars, external loud speaker system, patching materials, signs and barricades, chain saws and other tools required for response to road related emergencies.

The Deputy Director may be called upon to respond after hours to a variety of emergencies, including; rock and mud slides, flooding, down trees, spills of hazardous and non-hazardous substances in the roadway, traffic accidents, down poles and lines, obstacles in the roadway, ice and snow related hazards, down signs, and signal issues. The Deputy Director is often required to be on the scene to assess a situation, to determine the appropriate action, and dispatch staff as necessary.

In addition, the Deputy Director is often out after hours and on weekends, especially during the winter months, assessing conditions on the roads to determine action necessary to prevent hazardous conditions from occurring or worsening. Preventive inspections of the roadway help reduce the occurrence and severity of roadway hazards before they become an issue for the traveling public.

Response times are reduced significantly when the Deputy Director is able to respond directly from home with a properly equipped vehicle.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Tom Delis  
Requestor's Signature


1-27-09  
Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature]  
Department Head Signature

1/29/09  
Date

Send completed, signed original to General Services Fleet Division.

<b>TAKE HOME VEHICLE ASSIGNMENT AUTHORIZATION REQUEST</b>	
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<b>Employee Name:</b> [REDACTED] <b>Position Title:</b> Highway Superintendent-Tahoe <b>Vehicle Number:</b> 02-119 <b>County of Residence:</b> El Dorado County <b>Current Odometer Reading:</b> 121950 <b>Number of Emergency Call-outs in Previous Year:</b> 60	<b>Department:</b> Department of Transportation <b>Division:</b> Maintenance <b>Primary Work Station:</b> South Lake Tahoe <b>Daily Commute Miles:</b> 6 <b>Daily Business Miles:</b> 50
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Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:** The vehicle is equipped with light bars, external loud speaker system, patching materials, signs and barricades, chain saws and other tools required for response to road related emergencies.

The Highway Superintendent may be called upon to respond after hours to a variety of emergencies, including; rock and mud slides, flooding, down trees, spills of hazardous and non-hazardous substances in the roadway, traffic accidents, down poles and lines, obstacles in the roadway, ice and snow related hazards, down signs, and signal issues. The Highway Superintendent is often required to be on the scene to assess a situation, to determine the appropriate action, and dispatch staff as necessary.


In addition, the Highway Superintendent is often out after hours and on weekends, especially during the winter months, assessing conditions on the roads to determine action necessary to prevent hazardous conditions from occurring or worsening. Preventive inspections of the roadway help reduce the occurrence and severity of roadway hazards before they become an issue for the travelling public.

Response times are reduced significantly when the Highway Superintendent is able to respond directly from home with a properly equipped vehicle.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

 Requestor's Signature	1/27/09 Date
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I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

 Department Head Signature	1/29/09 Date
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TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: [Redacted] Department: Probation  
Position Title: Chief Probation Officer Division: \_\_\_\_\_  
Vehicle Number: # 10-282 Primary Work Station: Shingle Springs/ST Equal  
County of Residence: EDC Daily Commute Miles: Home/work 9 miles  
Current Odometer Reading: 26876 Daily Business Miles: 40-160  
Number of Emergency Call-outs in Previous Year: 33

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- [Redacted] is an armed peace officer  
Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

Justification: - Dept. Head - 124 staff = 2 detention facilities, 2 field offices, 7 schools  
- Emergency Officer Shooting Response Team.  
- Respond to staff assaults + investigations @ detention facilities.  
- Supervision of facilities + Home Supervision Program.  
- Security (office) alarm call backs - (at least 1x per month)  
- Emergency Response to high profile arrests and incidents.  
- Handle all field after hour calls for response/peace officer duties  
I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature: [Redacted] Date: \_\_\_\_\_

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature: [Redacted] Date: 12-1-08

\* Vehicles are used by line staff during the day as needed  
Send completed, signed original to General Services Fleet Division.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: [Redacted] Department: Probation  
Position Title: Deputy Chief Prob. Officer Division: Juvenile Treatment Center  
Vehicle Number: # 10-021 Primary Work Station: Juv. Treatment Center  
County of Residence: EDC Daily Commute Miles: 13  
Current Odometer Reading: 100,021 Daily Business Miles: 40+  
Number of Emergency Call-outs in Previous Year: 55

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: [Redacted] is an armed peace officer.  
To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

Justification: - Supervise a 24 hour juvenile detention facility  
- Emergency Officer shooting/deaths in a County facility Response team.  
(Sail, Air, or Juv. facility)  
- Response to fill mandated 10 mins to 1 staff ratios.  
- Respond to serious injury to wards / staff & hospital transports  
(meet w/ Parents, relief to staff @ hospital)  
- Respond to routine emergencies, i.e. assault, loss of power, riots,  
meals, discipline)

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature

Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature

Date

J. Wambel 12-1-08  
\* Vehicles are used by line staff during the day as needed.

Send completed, signed original to General Services Fleet Division.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: [Redacted] Department: Probation  
Position Title: Deputy Chief Prob. Officer Division: Juvenile Hall  
Vehicle Number: # 10-302 Primary Work Station: Juvenile Hall  
County of Residence: EDC Daily Commute Miles: 16  
Current Odometer Reading: 16516 Daily Business Miles: 25  
Number of Emergency Call-outs in Previous Year: 60 (low number this year)  
(86 last year)

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: [Redacted] is an armed peace officer  
To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

Justification: Supervise a 24 Hour Juvenile facility.  
Emergency Officer Shooting / Death in a County facility Response Team  
(Jail, PUF, or Juv. facility)  
Response to fill mandated 10 min to 1 staff ratio.  
Respond to serious injury to wards/staff & hospital transport  
(meet w/ Parents, assign home sup. conditions)  
Respond to routine emergencies, ie assaults, loss of power, riots,  
meals, discipline

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirement [Redacted]

Requestor's Signature \_\_\_\_\_ Date \_\_\_\_\_

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature [Signature] Date 12-1-08

\* Vehicles are used by line staff during the day as needed. Send completed, signed original to General Services Fleet Division.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: [Redacted] Department: Probation  
Position Title: Asst. Chief Prob. Officer Division: SLT + Shingle Springs  
Vehicle Number: # 10-701 Primary Work Station: SLT / JTC  
County of Residence: New Daily Commute Miles: 28  
Current Odometer Reading: 105140 Daily Business Miles: 40-160  
Number of Emergency Call-outs in Previous Year: 58

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: [Redacted] is an armed peace officer  
To be recommended to the Board of Supervisors that take-home use is in the best interest of the County.

Justification: - Emergency Officer Shooting Response Team.

- Internal Affairs investigation - @ Both SLT + Shingle Springs locations (over 25 calls in past year)
- Supervision of Home Supervision Program @ SLT
- Emergency response to high profile arrests + incidents @ SLT
- Oversight to Dept, when acting for Chief Probation Officer.
- Respond to field unit + facility issues after hours.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

J. Wanchul  
Requestor's Signature Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

J. Wanchul  
Department Head Signature Date 12-1-08

\* Vehicles are used by line staff during the day as needed.

Send completed, signed original to General Services Fleet Division.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: \_\_\_\_\_ Department: Sheriff's Office  
Position Title: Communications Manager Division: Patrol  
Vehicle Number: 020-004 Primary Work Station: \_\_\_\_\_  
County of Residence: \_\_\_\_\_ Daily Commute Miles: \_\_\_\_\_  
Current Odometer Reading: \_\_\_\_\_ Daily Business Miles: \_\_\_\_\_  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.

Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).

Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

Justification:

Vehicle 004 is a specially equipped Suburban that contains all equipment necessary to service and maintain all Sheriff's Office radio equipment, including remote radio towers necessary to our 24 hour operation.

The civilian position of Communications Manager is by default constantly on-call and expected to respond to fix/maintain that necessary equipment. The vehicle is necessary to that responsibility.

As he is not a peace officer, it is not equipped as an emergency vehicle. Please see attached for further information.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature \_\_\_\_\_ Date \_\_\_\_\_

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature \_\_\_\_\_ Date 1-27-09

Send completed, signed original to General Services Fleet Division.

Date: October 23, 2007  
To: Joe Harn, Auditor  
From: Frank Yost, Sheriff Dept.  
Subject: Take-Home Vehicle Justification

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I am responsible for 47 repeaters for fire, medics, Sheriff, Placerville Police Department, Department of Transportation, Animal Control, and Transit, as well as the Lake Tahoe repeater. I respond to three 911 call centers: Central (Sheriff), Placerville PD, and Mt. Danaher Fire. The Fire systems are for repeaters only, but Placerville PD includes repeaters, dispatch consoles, and power systems. Our 911 center includes consoles, base stations, and repeaters—all on a 24-hour coverage. I take 90% of the on-call time to maintain and respond to emergencies for these systems.

Most of our mountaintop repeaters and equipment are above Pollock Pines. During after-hour periods, I am able to get repeaters back on the air within two hours of the page because I can leave directly from my house in Pollock Pines. Two of the technicians in the Communications shop also live in Pollock Pines, making it possible to stage the car at my house for a faster response time.

This vehicle is used 100% of the time for providing service on a 24 hours/7 days a week coverage for radio support and emergency response. For a search and rescue operation that requires a large coordinated response or if the Comm Van is required, I need to respond in my vehicle. If the Emergency Operations Center is activated, I am deployed directly into the field to assist with communications. If there is a large fire, flood, or disaster of any kind, I am required to respond with my vehicle, which is fully stocked with equipment and supplies (see attached) to handle a wide range of response.

In the ten years that I have been provided a take-home vehicle, I have not only been able to save time in my response to emergency requests, but very likely may have saved lives because communications were restored in a timely manner or emergency coordination was provided quickly. Of all the take-home vehicles that are provided in this county, mine is one of the best used and justified.





## **Equipment and Supplies in the Sheriff Communications Manager Vehicle**

### Installed Equipment

High band radio  
UHF radio  
Low band radio  
Data radio  
Scanner  
Ham radio  
Data system  
On board repeaters (3 units for interoperability)  
500 DC to AC Inverter  
GPS tracking system

### Portable Equipment and Supplies

Portable repeater UHF  
Remote base UHF to VHF  
VHF portable 160 channel radios with car chargers (2)  
UHF portable Tac radios (8)  
Spare antennas  
VHF dipole antenna  
UHF dipole antenna  
UHF/VHF ham radio antenna  
UHF/VHF Sheriff/Fire antenna  
2000 watt generator  
Test sets for remote radio sites (2)  
EMT Pack  
SAR Pack  
Crash kit for radio mountain tops (complete set of spare parts for fast repairs)  
Tools  
Light systems (2)  
Portable towers (3)  
320 feet of climbing rope and climbing gear

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: SHERIFF MANAGERS Department: SHERIFF  
Position Title: Sheriff's Managers Division: Administration  
Vehicle Number: See attached list Primary Work Station: \_\_\_\_\_  
County of Residence: \_\_\_\_\_ Daily Commute Miles: \_\_\_\_\_  
Current Odometer Reading: \_\_\_\_\_ Daily Business Miles: \_\_\_\_\_  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:**

The vehicles on the attached list are permanently assigned to sworn Sheriff's managers. They are expected to, and do, respond on a 24-hour basis to a wide variety of law enforcement events requiring management oversight, including, but not limited to: officer involved critical incidents, hostage/barricaded subjects, natural disasters (fire, flood/landslide, storm-related incidents involving the opening of the Emergency Operations Center), complex crime scenes, etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature] \_\_\_\_\_ 1-16-09  
Requestor's Signature Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature] \_\_\_\_\_ 1-16-09  
Department Head Signature Date

**Administration**

10-292 2007 Ford Explorer  
10-279 2007 Ford Explorer



**Patrol Lieutenant's (Placerville)**

15-683 1997 Chevrolet Lumina  
16-416 2008 Ford Crown Victoria

Lt.   
Lt.

**Patrol Captain (Placerville)**

10-127 2003 Ford Explorer

Capt.

**Custody Captain (Placerville)**

10-062 2002 Ford Explorer

Capt.

**Patrol Lieutenant (Tahoe)**

10-909 2001 Jeep Cherokee

Lt.

**Custody Lieutenant (Tahoe)**

10-760 1998 Jeep Cherokee

Lt.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: EMERGENCY SERVICES - SEARCH & RESCUE Department: SHERIFF  
Position Title: Office of Emergency Services/Search and Rescue Division: Support Services  
Vehicle Number: See attached list Primary Work Station: \_\_\_\_\_  
County of Residence: \_\_\_\_\_ Daily Commute Miles: \_\_\_\_\_  
Current Odometer Reading: \_\_\_\_\_ Daily Business Miles: \_\_\_\_\_  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:**

The vehicles on the attached list are assigned to deputies assigned to the Office of Emergency Services / Search and Rescue. These deputies are expected to, and indeed do, respond to emergencies on a 24-hour basis. They routinely respond to manage major emergencies such as large crime scenes, search and rescue operations, fire/major disaster evacuations. They are additionally responsible for opening the Emergency Operations Center in the event of a multi-jurisdictional major event requiring an integrated management system.

Their vehicles are equipped with a variety of equipment necessary to the management of such events, fully equipped to manage on-scene command post.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature \_\_\_\_\_ Date 1-16-09

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature \_\_\_\_\_ Date 1-16-09

Send completed, signed original to General Services Fleet Division.

**OES/SAR**

14A-915 2001 Ford F150  
10-942 2001 Jeep Cherokee  
02O-005 2007 Chevrolet Suburban

Dep. [REDACTED]  
Lt. [REDACTED]  
Dep. [REDACTED]

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: PATROL-MEEKS BAY Department: SHERIFF  
Position Title: Patrol-Resident Deputy Division: Patrol  
Vehicle Number: See attached list Primary Work Station: \_\_\_\_\_  
County of Residence: \_\_\_\_\_ Daily Commute Miles: \_\_\_\_\_  
Current Odometer Reading: \_\_\_\_\_ Daily Business Miles: \_\_\_\_\_  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:**

The attached list are marked patrol vehicles assigned to resident deputies in the Meeks Bay area. Due to the often-times isolated nature of the community these deputies work out of their house and, in addition to a regular shift, respond to emergencies on a 24-hour basis. These vehicles are also equipped with equipment unique to their assignment; snow shoes, winter survival equipment, "high-angle cliff rescue" equipment, etc.

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I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature]  
Requestor's Signature

1-16-09  
Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature]  
Department Head Signature

1-16-09  
Date

Send completed, signed original to General Services Fleet Division.



**Resident Patrol (Tahoe Tahoma/Meeks Bay area)**

02P-172      2004 Ford Expedition  
02P-672      1997 Ford Expedition

Dep.  
Dep.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: DETECTIVE CORONERS Department: SHERIFF  
Position Title: Support Services/Coroners/Civil Division: Support Services  
Vehicle Number: See attached list Primary Work Station: \_\_\_\_\_  
County of Residence: \_\_\_\_\_ Daily Commute Miles: \_\_\_\_\_  
Current Odometer Reading: \_\_\_\_\_ Daily Business Miles: \_\_\_\_\_  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.

Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).

Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:**

The vehicles on the attached list are assigned to Detective Coroners. They are expected, and do, respond on a 24-hour basis to any sudden or unattended death whose complexity is beyond the capability of a patrol deputy. Additionally, these deputies also serve civil papers throughout the county and in both capacities (coroner and civil) their job is such that they do at times begin/end their day at their residence.

Additionally, their vehicles also contain specialized equipment necessary in the event of a callout.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature] Requestor's Signature 1-16-09 Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature] Department Head Signature 1-16-09 Date

Send completed, signed original to General Services Fleet Division.

**Press Information**

10-046      2002 Ford Explorer      Sgt.

**Coroners**

10-905      2001 Jeep Cherokee      Det.  
10-989      2002 Ford Explorer      Lt. █  
15-104      2003 Buick Century      Det.  
15-209      2005 Chevrolet Malibu      Det.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: K-9 DEPUTIES Department: SHERIFF  
Position Title: Canine Division: Patrol  
Vehicle Number: See attached list Primary Work Station: \_\_\_\_\_  
County of Residence: \_\_\_\_\_ Daily Commute Miles: \_\_\_\_\_  
Current Odometer Reading: \_\_\_\_\_ Daily Business Miles: \_\_\_\_\_  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:**

The vehicles on the attached list are marked units assigned to K-9 deputies. These deputies use the vehicles to transport the K-9 to and from to their regular shifts, callouts, and K-9 training. Additionally, these deputies are expected, and do, respond on a 24-hour basis to any situations wherein their K-9 could be of value in either suspect apprehension or officer safety: burglary in progress or just occurred, burglary alarm necessitating the search of a residence or building where a suspect may still be inside, hostage/barricaded subject, etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature] \_\_\_\_\_ 1-16-09  
Requestor's Signature Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature] \_\_\_\_\_ 1-16-09  
Department Head Signature Date

**Canine (Placerville)**

01-083	2003 Ford Crown Victoria	Dep.
01-094	2003 Ford Crown Victoria	Dep.
01-240	2005 Ford Crown Victoria	Dep.
01-250	2006 Ford Crown Victoria	Dep.
01-253	2006 Ford Crown Victoria	Dep.

**Canine (Tahoe)**

02P-222	2006 Ford Expedition	Dep.
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TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: DETECTIVES SUPPORT SERVICES Department: SHERIFF  
Position Title: Backgrounds & Internal Affairs Division: Support Services  
Vehicle Number: See attached list Primary Work Station: \_\_\_\_\_  
County of Residence: \_\_\_\_\_ Daily Commute Miles: \_\_\_\_\_  
Current Odometer Reading: \_\_\_\_\_ Daily Business Miles: \_\_\_\_\_  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

**Justification:**

Attached is a list of vehicles permanently assigned to Detectives assigned to Support Services. They are expected to respond on a 24-hour basis to any officer involved critical incident (incidents wherein a deputy is involved in a shooting, use of a deadly or dangerous weapon, assault on a deputy, and fatal incident (including vehicular)). Additionally, the nature of background or internal investigations often necessitate that deputies start or end their day at their residence.

These vehicles also contain specialized equipment necessary in the event of a callout.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature] \_\_\_\_\_  
Requestor's Signature Date 1-16-09

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

[Signature] \_\_\_\_\_  
Department Head Signature Date 1.16-09

Send completed, signed original to General Services Fleet Division.



**Personnel**

01-016	2002 Ford Crown Victoria	Lt.
10-759	1998 Jeep Cherokee	Det
15-028	2002 Buick Century	Det
15-215	2005 Chevrolet Malibu	Cap
15-218	2005 Chevrolet Malibu	Sgt
15-744	1998 Chevrolet Monte Carlo	Det
15-780	1999 Ford Taurus	Det
15-750	1998 Chevrolet Malibu	Det
15-026	2002 Buick Century	Lt.

TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: DETECTIVES Department: SHERIFF  
Position Title: Detectives Division: Detectives  
Vehicle Number: See attached list Primary Work Station: \_\_\_\_\_  
County of Residence: \_\_\_\_\_ Daily Commute Miles: \_\_\_\_\_  
Current Odometer Reading: \_\_\_\_\_ Daily Business Miles: \_\_\_\_\_  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

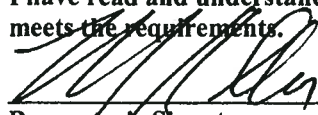
**Justification:**

Attached is a list of vehicles permanently assigned to Detectives. These employees are expected to, and do so on a regular basis, respond to serious crimes on a 24-hour basis. These crimes include, but are not limited to: homicide, serious assaults, rape/sexual assault, and any crime so complex and time-consuming to be beyond the capabilities of a patrol deputy.

Also included are those vehicles assigned to narcotics detectives, who, due to the nature and type of their complex narcotics investigations, often begin and/or end their day at their residence. They are also expected to respond on a 24-hour basis to any narcotics-related incident requiring their expertise.

All vehicles so assigned contain specialized equipment necessary in the event of a callout.

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

  
Requestor's Signature

1-16-09  
Date

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

  
Department Head Signature

1-16-09  
Date

Send completed, signed original to General Services Fleet Division.

**Detectives (Placerville)**

020-246	2006	Det.
10-044	2002	Det.
10-059	2002	Sgt.
10-129	2003	Det.
10-280	2007	Cap
10-419	2008	Det.
15-030	2002	Det.
15-097	2007	Det.
15-106	2003	Det.
15-144	2007	Det.
15-145	2007	Det.
15-146	2007	Det.
15-185	2007	Lt.
15-297	2007	Det.
15-298	2007	Det.
15-379	2008	Det.
15-377	2008	Sgt.
10-275	2007	DET

**Narcotics(Placerville)**

020-019	2002	Sgt.
020-071	2007	Det.
020-385	2008	Det.
12-370	2007	Det.
10-060	2002	Det.

**Detectives (Tahoe)**

10-293	2007	Det.
10-796	1999	Det.

**Narcotics (Tahoe-SLEDNET)**

14A-315	2007	Det.
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TAKE HOME VEHICLE ASSIGNMENT  
AUTHORIZATION REQUEST



Employee Name: [Redacted] Department: Treasury/Tax Collector  
Position Title: Treas Tax Collector Division: \_\_\_\_\_  
Vehicle Number: \_\_\_\_\_ Primary Work Station: Glacerville  
County of Residence: El Dorado Daily Commute Miles: 4  
Current Odometer Reading: \_\_\_\_\_ Daily Business Miles: varies  
Number of Emergency Call-outs in Previous Year: \_\_\_\_\_

Pursuant to County of El Dorado Board of Supervisors Policy D-4, Vehicle Use, Standards, Procurement and Disposal, requests for authorization to take home vehicles must meet at least one of the following criteria:

(Please check one and add detailed justification)

- Employee is responsible for responding to emergency situations related to public health or safety and protection of property on a 24-hour basis.
- Employee is assigned on-call duties on a rotational basis (vehicle taken home only on those days the employee is assigned to on-call duty).
- Other: To be demonstrated to the Board of Supervisors that take-home use is in the best interest of the County.

Justification: Monitor TOT - P.M. + weekends  
Business License - P.M. weekends  
Banking - daytime - week day  
Postage Tax Sale  
Meeting T/Papers after hours  
Picking up mail at P. Office - weekends  
Meeting w/ title company  
Meeting w/ banks  
Meeting w/ Realtors

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Requestor's Signature: C.L. Raggerty Date: 11/25/08

I have read and understand the County Policy governing take-home vehicles assignments. I certify that this request meets the requirements.

Department Head Signature: C.L. Raggerty Date: 11/25/08

Send completed, signed original to General Services Fleet Division.

## Treasurer-Tax Collector's Department

### JUSTIFICATION – OVERNIGHT VEHICLE RETENTION

#### Emergency:

- Response to **Vault Alarm on 24 hour basis.** (Protection of Property 24 hour basis.)
- Response to taxpayers' deemed emergency.

#### Best interest of County

- Verifying **complaints** regarding businesses after hours and on weekends. **This is for business license compliance.**
- Verification of business license – street corner vendors and others. This is usually after hours and on weekends.
- Travel to meet often panicked taxpayers about tax sale property or defaults.
- Travel on weekends (and occasionally holidays,) and after hours to **Vacation home rentals** to confirm that owner who asserts he/she is not renting, is in fact renting and for what rate.
- Travel to banks to meet bank personnel regarding contracts, investments, and issues with banking processes.
- Audits of hotel/motel tax at their place of business.
- Delivery of deposits to bank to assure meeting bank deadline.
- Verify # of cars parked in parking lots of hotels/motel on Fridays nights and weekends and determine whether no vacancy sign on for confirmation of tax being reported to tax collector's office.
- Posting Tax Sale property.
- Meeting bankers, mortgage brokers, and title company personnel to discuss tax collection issues and communications between the offices.
- Travel to businesses regarding **delinquent unsecured taxes.**
- Travel to confer with taxpayers on tax collection issues.
- Travel to meet with business owners & title companies regarding tax collection issues.

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C.A.O.  
EL DORADO COUNTY