CULTURE

High Mileage Drivers - Transporting Clients – policies
Driving Campaigns
Insurance - best practices
Partnership with TZD Coordinator
New Vehicles – cameras, sensors
POLICY

• Assignment, Use and Cost of County Vehicles
• Vehicle Idling
• Departmental Vehicle Assigned to an Employee
• County Pool Vehicles
• Incident Prevention Program
INCIDENT PREVENTION PROGRAM

- Definition of responsibilities for Department Directors and Drivers.
- Driver Permit Program and driver license history review.
- Incident reporting and review procedure.
- Driver Permit review procedure.
DEPARTMENT DIRECTOR RESPONSIBILITIES

• Ensure that drivers have a valid Class A, B, C, or D driver's
• Valid Hennepin County Driver Permit.
• Operating special vehicles or heavy equipment requiring special skills
• Drivers Permit Program Coordinator
• Corrective action – lack of skills/responsibility
• Corrective action when a driver loses his/her driver’s license.
• Incident Review Board
DRIVER RESPONSIBILITIES

• Maintain a valid driver's license.
• Maintain a Hennepin County Driver Permit.
• Report the loss of driving privileges – Immediately
• Loss of driving privileges and/or failure to report to the county the loss of driving privileges may be cause for discipline.
• Ensure that the driver and all passengers wear seat belts at all times when operating or riding in motor vehicles.
• Operate only those vehicles for which trained and authorized.
• Operating condition of vehicle
• Report all motor vehicle incidents
• Report all traffic citations/violations
• Do not smoke in any county vehicle.
• Avoid cellular phone use while driving, and no texting.
DRIVER PERMIT PROGRAM

- Driver Training
- Review of employee's driving record
- Exceptions to the Driver Permit Program
INCIDENT REPORTING PROCEDURE

- Driver
- Driver’s Supervisor
- Department Director
INCIDENT REVIEW BOARD

- Review Incident Report
- Preventable/Non-preventable
- Hazards and/or unsafe acts which contributed to the incident
- Corrective action taken since the incident
- Recommend additional corrective action
- Notify the driver's Department Director of the board's findings for appropriate action
- Send notification
PERMIT REVIEW BOARD

- Review the employee's driving record, including the incidents leading to the convening of the review board
- Review the findings and recommendations
- Determine whether the Hennepin County Driver Permit should be revoked
- Determine whether other remedial action is appropriate
- Report final determination to the driver's Department Director for action.
TRAINING

• Backing Policy
• Evasive Maneuvering training
• Distracted Driving
• Tactical Training Sheriff's Dept.
• Defensive Driving for Personal Vehicles - Online Course