



J. Kevin Stitt
Office of the Governor
State of Oklahoma

FILED

FEB 11 2020

**OKLAHOMA SECRETARY
OF STATE**

**EXECUTIVE DEPARTMENT
EXECUTIVE ORDER 2020-04**

Automobiles, trucks, and similar vehicles are understandably vital and necessary assets to the performance of government functions within our State. However, it has been brought to my attention that the State of Oklahoma owns perhaps in excess of 9,000 such vehicles, and it is probable that more than a few are under-utilized and not necessary in order for the State to perform its services to the citizens of the State.

Therefore, in order to have all the facts necessary in order to make an informed decision regarding the State's necessary vehicle fleet, I, J. Kevin Stitt, Governor of the State of Oklahoma, by the authority vested in me pursuant to Sections 1 and 2 of Article VI of the Oklahoma Constitution, hereby direct and order as follows:

1. The administrative head of every "state agency," as that term is defined in 61 O.S. § 327(A),¹ shall, no later than March 31, 2020, report to John Budd, Chief Operating Officer of the State of Oklahoma and to the office of Fleet Management in the Office of Management and Enterprise Services (OMES) (such report to be emailed to both parties at fleet.system@omes.ok.gov) the make, model, year, and VIN of any owned vehicle under the control of the state agency with less than 4,800 miles of usage in calendar year 2019. Special purpose vehicles, such as winter storm salt trucks, are excluded from this reporting requirement. Moreover, this directive only applies to those state agencies that are not already complying with the terms of this Executive Order.
2. For each of the vehicles listed in the report mandated by paragraph 1 above, the report shall also set forth the frequency of use, the purpose of the vehicle, and the mileage driven for calendar year 2019. OMES Fleet Division is hereby directed to develop and provide a template to each state agency as soon as reasonably practicable to permit them to document the information required by paragraphs 1 and 2 hereof in a consistent manner no later than March 31, 2020.
3. In order to more accurately track the use of all State vehicles, the administrative head of every "state agency" (as defined above) will take all necessary actions to insure that all vehicles owned by the State and under the control of the state agency have been scheduled with OMES Fleet Management, no later than March 31, 2020, to be equipped with an automatic vehicle locator (AVL) and placed on the Fleet Management M5 System. To schedule the installation of the AVL and to schedule implementation of the M5 System,

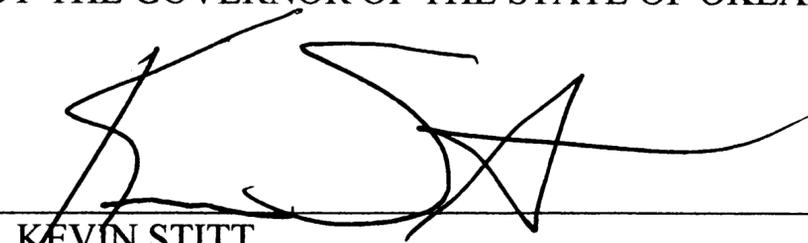
¹ This statute defines "state agency" as "any department, board, commission, institution, agency or entity of state government."

agency heads should contact OMES Fleet Management at fleet.system@omes.ok.gov. Any exception to this process must be approved by the Director of OMES.

This Executive Order shall be distributed to all members of the Governor's Executive Cabinet and the administrative heads and chief executives of all state agencies, who shall cause the provisions of this Order to be implemented forthwith.

IN WITNESS WHEREOF, I have set my hand and caused the Great Seal of the State of Oklahoma to be affixed at Oklahoma City, Oklahoma, this 11th day of February, 2020.

BY THE GOVERNOR OF THE STATE OF OKLAHOMA



J. KEVIN STITT

ATTEST:




MICHAEL ROGERS, SECRETARY OF STATE