



State of Utah
Interim Executive Director

GARY R. HERBERT
Governor

SPENCER J. COX
Lieutenant Governor

Department of Administrative Services

KENNETH A. HANSEN
Interim Executive Director

MARILEE P. RICHINS
Interim Deputy Director

Agenda

DAS FY'18 Internal Service Fund Rate Review Committee Meeting

DATE: Tuesday, September 6, 2016
TIME: 8:30 a.m.
PLACE: State Capitol Building, Room #445

I. Committee Business:

- a. Welcome – Ken Hansen, Interim Executive Director, Department of Administrative Services (DAS)
- b. Selection of a Committee Chairperson
- c. Open and Public Meetings Act Training – Paul Tonks, Attorney General's Office
- d. Approval of minutes of September 1, 2015
- e. Overview of Rate Committee Responsibilities

II. Presentation by DAS Internal Service Funds

- a. Facilities Construction and Management, Facilities Management - Ken Hansen, DAS Interim Executive Director and Eric Tholen, Division Director
 - i. Presentation
 - ii. Discussion
 1. Committee
 2. Public
 - iii. Action Items – Consider approval of FY'18 Rates and Rate Changes
- b. Fleet Operations – Ken Hansen, DAS Interim Executive Director and Jeff Mottishaw, Division Director
 - Motor Pool program
 - Fuel Network program
 - Travel program
 - i. Presentation
 - ii. Discussion
 1. Committee
 2. Public
 - iii. Action Items – Consider approval of FY'18 Rates and Rate Changes

- c. Purchasing and General Services – Ken Hansen, DAS Interim Executive Director and Kent Beers, Division Director
 - Cooperative Contracts program
 - State and Federal Surplus Property programs
 - Print Services program
 - State Mail and Distribution Services program
 - i. Presentation
 - ii. Discussion
 - 1. Committee
 - 2. Public
 - iii. Action Items – Consider approval of FY’18 Rates and Rate Changes

- d. Risk Management – Ken Hansen, DAS Interim Executive Director and Tani Downing, Division Director
 - Liability Insurance program
 - Property Insurance program
 - Auto Insurance program
 - Workers Compensation program
 - i. Presentation
 - ii. Discussion
 - 1. Committee
 - 2. Public
 - iii. Action Items – Consider approval of FY’18 Rates and Rate Changes

- e. Finance – Ken Hansen, DAS Interim Executive Director and John Reidhead, Division Director
 - Consolidated Budget and Accounting program
 - Purchasing Card program
 - i. Presentation
 - ii. Discussion
 - 1. Committee
 - 2. Public
 - iii. Action Items – Consider approval of FY’18 Rates and Rate Changes

Subsequent Meetings (if necessary)

Tuesday, September 13, State Capitol Room #445, 8:30 a.m.

Tuesday, September 20, State Capitol Room #445, 8:30 a.m.

COMMITTEE MEMBERS

LuAnn Adams, Executive Director, Department of Agriculture and Food

Becky Bradshaw, Comptroller, Department of Transportation

Mark Brasher, Deputy Director, Department of Human Services

Joseph Brown, Division Director, Department of Public Safety

Barry Conover, Executive Director, Tax Commission

Matt Lund, Budget and Policy Economist, Governor’s Office of Management and Budget

Sal Petilos, Executive Director, Department of Alcoholic Beverage Control