**CY25 Cohort Meeting Calendar and Agendas**

**February Topic: Ordering and Retiring a State Vehicle**

* *Vehicle Purchasing Contract*
* *Availability of a Finance Package*
* *Paperwork Required to be attached to your FA/FD Docs in Oasis*
* *Vehicle Retiring Process*

**April                 Topic: Navigating Holman’s Dashboard**

* *Home Page Modification*
* *Searching for Vehicle Information in Holman*
* *Benefits of the Holman Dashboard*

**June                    Topic: Underutilization/Non Compensatory Drivers Form Completion**

* *How to Complete the Forms*
* *Information required to complete the Forms*
* *Feedback from AFC’s on the form submission*

**August                      Topic: Fuel Card Renewal**

* *All Fuel cards are set to expire on 10/31/2024*
* *Fleet’s Renewal Processes and Procedures*

**October                    Topic: Holman’s Fleet Reports**

* *Navigating the Holman Reporting Hub*
* *Report Customization*

**December          Topic: Open AFC Chat**

* *End of year wrap up*
* *What to expect in the upcoming year*
* *Suggestions on what topics the AFC’s would like to see in the CY26 Cohort bi-monthly sessions*