



**Eric L. Householder**  
**CABINET SECRETARY**

**STATE OF WEST VIRGINIA**  
**DEPARTMENT OF ADMINISTRATION**  
**FLEET MANAGEMENT DIVISION**  
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7/31/2025

Cabinet Secretary Eric L. Householder  
West Virginia Department of Administration  
1409 Greenbrier Street  
Charleston, WV 25311

**Re: FY2025 Utilization Exemption Vehicle Summary**

Dear Secretary Householder

Attached for your review is the FY2025 Utilization Exemption Vehicle Summary that was conducted by the Fleet Management Division (FMD) for all one ton and under vehicles that did not travel the required 1,100 monthly miles. Legislative Rule 148-3-9 Minimum Utilization requires FMD to make recommendations to the Cabinet Secretary of Administration each fiscal year on possible fleet reductions and/or reassignment of underutilized state vehicles with a vehicle classification of one ton and under.

There are five types of exemption justifications and FMD received 1,314 submissions for FY2025:

- PSV – Public safety officers
- SEV – Job duties require continuous availability of specialized equipment/Agency logs occurrence
- ERV – 24-hour call/Agency logs occurrence
- ETV – Essential travel to transportation of authorized passengers on a routine basis
- ENV – Free of lien, not more than 20% of fleet

FMD reviewed an additional 2,741 vehicles that didn't submit an exemption request for FY2025. Below is a chart that breaks down the number of and type of exemption requested by cabinet level along with a column adding additional vehicles that were underutilized during FY2025 but did not submit an exemption request.

As of 7/1/2025 the state had 6,893 one ton and under vehicles of which 4,055 are considered underutilized. Please keep in mind the state has a lot of campus settings, from Higher Education and Community Colleges to State Parks and the Capitol Complex, which require the operation of vehicles that do not generate a lot of mileage.

FMD has added a "Purpose" field in Holman which is populated with one of nine options to better define how a vehicle is used. The field assists the agencies, FMD, Auditor's Office and Legislative Auditor on the purpose and how a state vehicle is being utilized and supports efforts to maximize efficiencies and reduce the number of state vehicles.

FMD has implemented an online reservation system with a key lock box and kiosk at the Capitol Complex. The online vehicle reservation system provides a platform for agencies to share vehicles thus reducing the number of individual pool vehicles and increasing the utilization of current assets. The program makes available to agencies in and around the Charleston, previously underutilized state vehicles for use before spending additional money for mileage reimbursement or renting a vehicle for travel. FMD will continue to promote the new service to the agencies in an effort to maximize efficiencies and reduce the number of state vehicles.

Per your approval, FMD will continue to advise the agencies of the number of underutilized vehicles and work to reduce the number of vehicles in the state's fleet.

# of FY2025 Utilization Exemptions Request and Additional Underutilized Vehicles by Cabinet Level										
Requested Exemptions										
Cabinet	Total Fleet	ENV 20%	ERV logs	ETV	PSV	SEV logs	Total Exemption Requests	Underutilized Vehicles that Didn't Submit an Exemption Request	Total # of Underutilized Vehicles for FY2025	Total Vehicles for Review or Reassignment
ADMINISTRATION	48	0	0	2	0	16	18	21	39	15
COMMUNITY COLLEGE	91	8	0	10	4	11	33	53	86	40
ARTS, CULTURE AND HISTORY	13	0	0	4	0	0	4	4	8	2
COMMERCE	835	11	0	190	64	16	281	197	478	69
DHHR	300	42	0	24	0	0	66	88	154	26
ECONOMIC DEVELOPMENT	2	0	0	1	0	0	1	1	2	1
EDUCATION	40	0	0	0	1	0	1	12	13	3
ELECTED OFFICES	189	4	0	0	0	25	29	101	130	36
DEP	359	6	74	1	0	3	84	43	127	9
HIGHER ED	655	35	7	154	30	170	396	229	625	184
HOMELAND SECURITY	1590	33	2	212	6	26	279	499	778	33
JUDICIAL	19	0	0	0	0	0	0	13	13	5
LEGISLATIVE	9	9	0	0	0	0	9	0	9	0
MISCELLANEOUS	154	11	0	21	0	0	32	54	86	38
QUASI	189	1	0	17	0	0	18	118	136	58
REVENUE	105	6	0	16	0	0	22	31	53	14
SENIOR SERVICES	2	1	0	0	0	0	1	1	2	1
TRANSPORTATION	2271	8	0	11	0	2	21	1275	1296	336
VETERANS	20	2	0	17	0	0	19	1	20	1
TOURISM	2	0	0	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>6893</b>	<b>177</b>	<b>83</b>	<b>680</b>	<b>105</b>	<b>269</b>	<b>1314</b>	<b>2741</b>	<b>4055</b>	<b>871</b>

# Fleet Management Division

## FY2025 Utilization Exemption Vehicle Summary Report

The Fleet Management Division received 1,314 Utilization Exemption Requests for FY25. FMD also reviewed the entire fleet to determine those vehicles that did not submit a Utilization Exemption Request form and failed to meet the 1,100 monthly miles requirement using the last 180 days average monthly mileage. This information is reviewed using the Holman Life of Vehicle (LOV) report. At the end of each Fiscal Year, FMD tracks all these vehicles and makes recommendations to the Department of Administration Cabinet Secretary and the Agency Fleet Coordinator concerning the utilization of the vehicles in their individual fleet. The following is a summary of these requests and FMD's recommendations.

There are five types of exemptions. Below is a list and explanation for each type of exemption.

PSV - Vehicles assigned to public safety officers.

SEV - Vehicles assigned to employees whose job duties require the constant use or continuous availability of specialized equipment which cannot feasibly or economically be either transferred between centralized fleet vehicles or carried in personal vehicles. Such equipment may include medical supplies; monitoring or testing apparatus or other supplies; equipment or material necessary to perform the spending unit's mission or function. In addition to submitting a request for exemption for under-utilized vehicles, spending units will document the number of occasions annually in which an under-utilized vehicle in this category was called into service during off-hours/after hours. Off-hours/after-hours means outside the driver's normal hours of duty.

ERV - Vehicles assigned to employees, on 24-hour call, who must respond to emergencies on a regular or continuing basis where the emergency response is normally to a location other than the employee's official workstation. In addition to submitting a request for exemption for under-utilized vehicles, spending units will document the number of occasions annually in which an under-utilized vehicle in this category was called into service during off-hours/after hours. Off-hours/ after-hours means outside the driver's normal hours of duty.

ETV - Vehicles assigned to employees for essential travel related to the transportation of authorized passengers on a routine basis; or for the essential administrative functions of the spending unit for which the use of a temporary assignment vehicle, daily rental vehicle, long-term lease vehicle, or personally owned vehicle using mileage reimbursement is neither feasible nor economical.

ENV - Vehicles that are free of lien and in the judgment of the spending officer are both economical and necessary for spending unit mission accomplishment. No more than twenty percent (20%) of the spending unit's vehicles may be exempted using this Exemption Reason Code.

Attached is a chart titled "# of FY2025 Utilization Exemption Requests and Additional Underutilized Vehicles by Agency Level" that lists the number of utilization exemptions received by type and department.

To review all the underutilized state vehicles, FMD added those vehicles that didn't submit a utilization exemption and didn't meet the minimum monthly mileage. FMD then went through a process of grouping and removing certain vehicles based off model year, type of vehicle, lack of data and utilization data for the last six months. For FY2024 FMD identified 523 vehicles for possible reassignment or retirement. Below is chart of those efforts:

<b>Vehicles For Review</b>	
Exemptions Received	1314
Additional Underutilized Vehicles - No Exemption Submitted	2741
<b>Total Exemptions</b>	<b>4055</b>
<b>Less:</b>	
Approved Underutilized Requests	1217
State Police	446
New Vehicles	70
Vehicles that average over 899/Mth	410
Vehicles with 100,000 Miles and Over	1041
<b>Total Vehicles for Review and or Reassignment</b>	<b>871</b>
<b>Data Action Items</b>	
Missing Purpose	47
Unusual Purpose Category	0
Last Odometer date before 1/2024	201
<b>Total Number of Data Action Items</b>	<b>248</b>

This exercise is done at a high level without knowing the agencies' missions and how these vehicles assist with those missions. FMD will work with each agency by reviewing the findings of this report to better utilize the state fleet. FMD contacts the agencies twice a year, April and September concerning vehicles that have not fueled for 180 days.

Attached is a second chart titled "FY2025 Utilization Exemption Report Action Items" listing all the action items that need addressed. In addition to the possible reassignments and retirements, an agency must maintain records/logs concerning the after-hours usage for SEV and ERV exemptions and ENV exemptions can't exceed 20% of their total fleet.

FMD sent an email to the AFCs on 6/12/24 asking if they documented the number of occasions in which a vehicle that requested a SEV or ERV was used in that category during off hours/after hours. Attached is a third chart titled "FY2025 SEV-ERV Logs" that lists if an agency responded to FMD's email and that they maintain a vehicle log that tracked the number of occasions that a vehicle with an SEV or ERV exemption was utilized during off hours/after hours.

### # of FY2025 Utilization Exemptions Request and Additional Underutilized Vehicles by Agency Level

Cabinet	Agency	Total Fleet	ENV 20%	ERV logs	ETV	PSV	SEV logs	Total Exemption Requests	Additional Underutilized Vehicles that Didn't Submit an Exemption Request	Total # of Underutilized Vehicles for FY2025	Total Vehicles for Review or Reassignment
ADMINISTRATION		48	0	0	2	0	16	18	21	39	15
	AVIATION	1					1	1		1	
	BRIM	1			1			1		1	
	CPRB	1						0	1	1	1
	FMD	15			1			1	9	10	8
	GENERAL SERV	14					14	14		14	1
	IS&C	13						0	9	9	4
	REAL ESTATE	2						0	2	2	1
	SURPLUS	1					1	1		1	
COMMUNITY COLLEGE		91	8	0	10	4	11	33	53	86	40
	BLUERIDGE	7			2	2	3	7		7	
	BRIDGEVALLEY	9						0	8	8	6
	EASTERN	5						0	5	5	4
	MOUNTWEST	1						0	1	1	1
	NEW RIVER	25						0	24	24	13
	NORTHERN	5			3		1	4	1	5	1
	PIERPONT	1						0	1	1	1
	SOUTHERN	8	3		1			4	4	8	4
	WVU POTOMAC	16			4	2	7	13	1	14	1
	WVUP	14	5					5	8	13	9
ARTS, CULTURE AND HISTORY		13	0	0	4	0	0	4	4	8	2
	CULT & HIST	1						0	1	1	
	ED BROADCAST	11			4			4	2	6	1
	LIBRARY COMM	1						0	1	1	1
COMMERCE		835	11	0	190	64	16	281	197	478	69
	DEV COMM ADV	6			6			6		6	
	FORESTRY	114						0	58	58	8
	GEO SURVEY	5	2				3	5		5	
	LABOR	40	5					5	14	19	8
	MHST	105						0	27	27	4
	NR DIRECTOR	2	1					1		1	
	NR LAW	140				16		16	18	34	2
	NR MAIL	2	2					2		2	
	NR PARKS	243			117	48		165	54	219	32
	NR REALESTAT	1	1					1		1	
	NR WILDLIFE	140			53			53	18	71	9
	REHAB SERV	29			14		13	27		27	1
	WORKFORCE	8						0	8	8	5

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DHHR		300	42	0	24	0	0	66	88	154	26
	DH BATEMAN	6	3					3	1	4	1
	DH CENT FLT	32	4					4	8	12	
	DH CHILD HOM							0		0	
	DH CSED RD 8	1						0	1	1	
	DH CSED RG 6	1						0	1	1	
	DH CSED RG2	1						0		0	
	DH ENV HLT	16	1		1			2	3	5	2
	DH EPIDEMIOLOG	5	1		1			2	2	4	2
	DH FAM SUPP	3			1			1	1	2	2
	DH HTHCR FAC	2	1					1		1	
	DH HOPEMONT	1	1					1		1	
	DH HUM RIGHT	1			1			1		1	
	DH INV FRAUD	3			1			1		1	
	DH LAB SRV	3	1		1			2	1	3	1
	DH LAKIN	7	5		2			7		7	
	DH MANCHIN	3	3					3		3	1
	DH MED EXAM	3	2					2	1	3	1
	DH MED SRV	4						0		0	
	DH OEMS TRAU	2	1					1	1	2	
	DH OHFLAC	61	8		6			14	20	34	6
	DH OMC FH ADM	5						0	5	5	
	DH REG 2	5						0	3	3	1
	DH REG 1	3						0	3	3	1
	DH REG 4							0		0	
	DH REG 3	11						0	9	9	5
	DH SEC OFFIC	2			1			1	1	2	2
	DH SHARPE	19	2		4			6	2	8	
	DH SOC SRV	4			1			1	1	2	
	DH THREAT PR	4	2					2	2	4	
	DH WELCH	1	1					1		1	
	DH WITHROW	3	2		1			3		3	
	DIV OF HEAL	3			2			2		2	
	DH RG3 SOC S	15						0	4	4	
	DH RG4 SOC S	16	1					1	6	7	
	DH RG2 SOC S	26						0	5	5	
	DH RG1 SOC S	20	1		1			2	2	4	
	IMMUN SER	6	2					2	4	6	
	ICAH ADMIN	2						0	1	1	1

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ECONOMIC DEVELOPMENT		2	0	0	1	0	0	1	1	2	1
	DEV OFFICE	2			1			1	1	2	1
EDUCATION		40	0	0	0	1	0	1	12	13	3
	DEAF BLIND	17						0	8	8	3
	FISCAL CONTR	21				1		1	4	5	
	SBA	2						0		0	
ELECTED OFFICES		189	4	0	0	0	25	29	101	130	36
	AGR	153	3				21	24	84	108	30
	ATTORNEY GEN	18						0	13	13	4
	AUDITORS	2	1					1	1	2	1
	GOVERNOR	8						0	1	1	1
	SEC OF STATE	1						0	1	1	
	TREASURER	7					4	4	1	5	
DEP		359	6	74	1	0	3	84	43	127	9
	EN AB MINE	53		2				2	4	6	3
	EN ADMIN	14	2	1				3	4	7	
	EN AIR QUAL	23	2					2	2	4	
	EN ENVENFOR	77		49				49	10	59	1
	EN ENV REMED	12			1		1	2	1	3	
	EN MINE REC	80		10			1	11	9	20	1
	EN OIL GAS	27		6				6	5	11	1
	EN SPEC REC	51		5				5	6	11	3
	EN WATER RES	20		1			1	2	2	4	
	SOLID WASTE	2	2					2		2	
HIGHER ED		655	35	7	154	30	170	396	229	625	184
	BLUEFIELD	34						0	24	24	10
	CONCORD	15				2	10	12	3	15	3
	FAIRMONT	23						0	23	23	20
	GLENVILLE	24			20			20	2	22	2
	MARSHALL	82						0	79	79	49
	MU AUTISM	1						0	1	1	
	OST MED	15						0	12	12	10
	POLICY COMM	2	1					1	1	2	
	SHEPHERD	38						0	37	37	25
	WEST LIBERTY	28					18	18	6	24	2
	WV STATE	30	21			5	3	29	1	30	1
	WVSU RESEARC	36			28			28	7	35	8
	WVU	292	11	4	96	19	129	259	27	286	49
	WVU TECH	35	2	3	10	4	10	29	6	35	5

### # of FY2025 Utilization Exemptions Request and Additional Underutilized Vehicles by Agency Level

Cabinet	Agency	Total Fleet	ENV 20%	ERV logs	ETV	PSV	SEV logs	Total Exemption Requests	Additional Underutilized Vehicles that Didn't Submit an Exemption Request	Total # of Underutilized Vehicles for FY2025	Total Vehicles for Review or Reassignment
HOMELAND SECURITY		1590	33	2	212	6	26	279	499	778	33
	CAB SEC	7		2				2	1	3	1
	CR ANTHONY	12			3			3	2	5	1
	CR BECKLEY	6			2			2		2	
	CR CENT OFF	10			2			2	2	4	
	CR CHAS WR	7			2			2	1	3	1
	CR COR INVST	9			5			5	1	6	
	CR COR K9	28			6			6	2	8	1
	CR DENMAR	7	1		1			2	1	3	1
	CR HUTTONSV	23	6		12			18	2	20	
	CR LAKIN	16	1		9			10	1	11	1
	CR MARTINS	7	1		4			5	2	7	
	CR MT OLIVE	14	1		3			4	1	5	1
	CR NOTHERN	13	2		4			6	2	8	
	CR OHIO	3			2			2		2	
	CR PARKERSB	10			4			4	2	6	
	CR PAROL SRV	47			16			16	6	22	1
	CR PRIS INDS	5			1			1	1	2	
	CR PRUNTY	21	2		11			13	2	15	1
	CR SALEM	11			4			4	1	5	
	CR SPEC SRV	11	1		2			3	1	4	
	CR ST MARYS	11			4			4	2	6	1
	CR TRAIN ACA	8	1		3			4	1	5	1
	CR WV PEN	2			1			1	1	2	1
	EMERGE MANG	39	8				26	34	3	37	1
	HOMELAND SEC							0		0	
	FIRE COMM	44						0	20	20	6
	JS CENT OFF	12	2		5			7	1	8	
	JS CHICK BUC	5	1		2			3		3	
	JS DON KUHN	6			3			3	1	4	
	JS GEN SPARA	6			5			5		5	
	JS GOIN HOME	54	2		40			42	6	48	4
	JS LOR YEAG	5	1		1			2		2	
	JS ROB SHELL	5			2			2	1	3	1
	JS RUBENSTEI	6			4			4		4	
	JS SAM PERDU	4			3			3	1	4	
	JS TIGER MOR	5			3			3		3	
	JS VIC DOUG	7			4			4	3	7	2
	JUST & COMM	3						0	2	2	1



## # of FY2025 Utilization Exemptions Request and Additional Underutilized Vehicles by Agency Level

Cabinet	Agency	Total Fleet	ENV 20%	ERV logs	ETV	PSV	SEV logs	Total Exemption Requests	Additional Underutilized Vehicles that Didn't Submit an Exemption Request	Total # of Underutilized Vehicles for FY2025	Total Vehicles for Review or Reassignment
<b>HOMELAND SECURITY</b>		1590	33	2	212	6	26	279	499	778	33
	PROTECT SERV	16				6		6	3	9	2
	RJ CENT OFF	12			5			5	2	7	
	RJ CTR REG	10						0	3	3	
	RJ EASTERN	10	1		7			8		8	
	RJ N CTR REG	12			3			3	2	5	1
	RJ NORTHERN	7			7			7		7	
	RJ POTOMAC	5			2			2	1	3	
	RJ S CTR REG	10			2			2	2	4	2
	RJ S WESTER	13			3			3	4	7	1
	RJ SOUTHERN	12	1					1	4	5	
	RJ TYGART	11	1		5			6		6	
	RJ WESTERN	10			5			5		5	
	SP BCI	74						0	46	46	
	SP CACU	5						0	3	3	
	SP CDDP	4						0		0	
	SP GEN REV	777						0	320	320	
	SP MVI	83						0	22	22	
	SP ST POLIC	24						0	8	8	
	STEPHENS COR	6						0	6	6	
<b>JUDICIAL</b>		19	0	0	0	0	0	0	13	13	5
	SUPREME COUR	19						0	13	13	5
<b>LEGISLATIVE</b>		9	9	0	0	0	0	9	0	9	0
	CSI	9	9					9		9	
<b>MISCELLANEOUS</b>		154	11	0	21	0	0	32	54	86	38
	ADJ GEN	39	4		21			25	7	32	14
	ARMORY BD	15	7					7	4	11	2
	BARBERS + CO	3						0		0	
	COAL HERIT	1						0	1	1	
	PSC	96						0	42	42	22
<b>QUASI</b>		189	1	0	17	0	0	18	118	136	58
	PARKWAYS	189	1		17			18	118	136	58
<b>REVENUE</b>		105	6	0	16	0	0	22	31	53	14
	ABCC	30						0	15	15	8
	INS COMM	30	1		12			13	9	22	2
	LOTTERY	29	5		4			9	2	11	1
	TAX	16						0	5	5	3
<b>SENIOR SERIVES</b>		2	1	0	0	0	0	1	1	2	1
	SR SERV	2	1					1	1	2	1

### # of FY2025 Utilization Exemptions Request and Additional Underutilized Vehicles by Agency Level

Cabinet	Agency	Total Fleet	ENV 20%	ERV logs	ETV	PSV	SEV logs	Total Exemption Requests	Additional Underutilized Vehicles that Didn't Submit an Exemption Request	Total # of Underutilized Vehicles for FY2025	Total Vehicles for Review or Reassignment
TRANSPORTATION		2271	8	0	11	0	2	21	1275	1296	336
	DMV	43	8		9			17	10	27	3
	DOH	2215						0	1257	1257	330
	PUBLIC TRANS	1						0	1	1	1
	RAILS AUTHOR	12			2		2	4	7	11	2
VETERANS		20	2	0	17	0	0	19	1	20	1
	VET HOME	8			7			7	1	8	1
	VET NURSING	5			5			5		5	
	VET TRANS	7	2		5			7		7	
TOURISM		2	0	0	0	0	0	0	0	0	0
	TOURISM	2						0		0	
GRAND TOTAL		6893	177	83	680	105	269	1314	2741	4055	871

FY2025 Utilization Exemption Report Action Items									
Cabinet	Agency	Total Fleet	ENV 20%	ERV Logs	SEV Logs	Missing Odometer	Vehicles With 90,000 Miles & Over	*Vehicles With Missing Street Addresses	Total Vehicles for Review or Reassignment
AD		48	0	0	16	0	9	0	15
	AVIATION	1			1				
	BRIM	1							
	CPRB	1							1
	FMD	15					1		8
	GENERAL SERV	14			14		3		1
	IS&C	13					5		4
	REAL ESTATE	2							1
	SURPLUS	1			1				
CC		91	8	0	11	2	19	2	40
	BLUERIDGE	7			3				
	BRIDGEVALLEY	9					2	1	6
	EASTERN	5					1	1	4
	MOUNTWEST	1							1
	NEW RIVER	25				2	10		13
	NORTHERN	5			1				1
	PIERPONT	1							1
	SOUTHERN	8	3				1		4
	WVU POTOMAC	16			7		4		1
	WVUP	14	5				1		9
CH		13	0	0	0	0	4	1	2
	CULT & HIST	1					1	1	
	ED BROADCAST	11					3		1
	LIBRARY COMM	1							1
CO		835	11	0	16	3	365	3	69
	DEV COMM ADV	6							
	FORESTRY	114				1	58		8
	GEO SURVEY	5	2		3		1		
	LABOR	40	5				21		8
	MHST	105					56	3	4
	NR DIRECTOR	2	1						
	NR LAW	140					59		2
	NR MAIL	2	2				1		
	NR PARKS	243				2	107		32
	NR REALESTAT	1	1						
	NR WILDLIFE	140					55		9
	REHAB SERV	29			13		5		1
	WORKFORCE	8					2		5

FY2025 Utilization Exemption Report Action Items									
Cabinet	Agency	Total Fleet	ENV 20%	ERV Logs	SEV Logs	Missing Odometer	Vehicles With 90,000 Miles & Over	*Vehicles With Missing Street Addresses	Total Vehicles for Review or Reassignment
DH		300	42	0	0	18	136	0	26
	DH BATEMAN	6	3				2		1
	DH CENT FLT	32	4			1	13		
	DH CHILD HOM								
	DH CSED RD 8	1							
	DH CSED RG 6	1							
	DH CSED RG2	1							
	DH ENV HLT	16	1				6		2
	DH EPIDEMIOL	5	1				2		2
	DH FAM SUPP	3							2
	DH HTHCR FAC	2	1				1		
	DH HOPEMONT	1	1				1		
	DH HUM RIGHT	1							
	DH INV FRAUD	3					1		
	DH LAB SRV	3	1						1
	DH LAKIN	7	5				1		
	DH MANCHIN	3	3				2		1
	DH MED EXAM	3	2						1
	DH MED SRV	4					3		
	DH OEMS TRAU	2	1				1		
	DH OHFLAC	61	8				22		6
	DH OMCFH ADM	5				2	2		
	DH REG 2	5					2		1
	DH REG 1	3					1		1
	DH REG 4								
	DH REG 3	11				1	3		5
	DH SEC OFFIC	2					1		2
	DH SHARPE	19	2			2	10		
	DH SOC SRV	4					2		
	DH THREAT PR	4	2			1	2		
	DH WELCH	1	1						
	DH WITHROW	3	2						
	DIV OF HEAL	3							
	DH RG3 SOC S	15				2	8		
	DH RG4 SOC S	16	1			2	13		
	DH RG2 SOC S	26				4	19		
	DH RG1 SOC S	20	1			1	13		
	IMMUN SER	6	2			2	4		
	ICAH ADMIN	2					1		1

FY2025 Utilization Exemption Report Action Items									
Cabinet	Agency	Total Fleet	ENV 20%	ERV Logs	SEV Logs	Missing Odometer	Vehicles With 90,000 Miles & Over	*Vehicles With Missing Street Addresses	Total Vehicles for Review or Reassignment
EC		2	0	0	0	0	1	0	1
	DEV OFFICE	2					1		1
ED		40	0	0	0	0	13	0	3
	DEAF BLIND	17					5		3
	FISCAL CONTR	21					7		
	SBA	2					1		
EL		189	4	0	25	7	101	120	36
	AGR	153	3		21	6	86	112	30
	ATTORNEY GEN	18					9		4
	AUDITORS	2	1						1
	GOVERNOR	8					4	8	1
	SEC OF STATE	1				1			
	TREASURER	7			4		2		
EN		359	6	74	3	3	187	0	9
	EN AB MINE	53		2			34		
	EN ADMIN	14	2	1			1		3
	EN AIR QUAL	23	2			1	10		
	EN ENV ENFOR	77		49			33		1
	EN ENV REMED	12			1		7		
	EN MINE REC	80		10	1	2	46		1
	EN OIL GAS	27		6			17		1
	EN SPEC REC	51		5			24		3
	EN WATER RES	20		1	1		14		
	SOLID WASTE	2	2				1		
HE		655	35	7	170	9	190	94	184
	BLUEFIELD	34				1	17	2	10
	CONCORD	15			10	1	6		3
	FAIRMONT	23					3		20
	GLENVILLE	24					15		2
	MARSHALL	82				2	30	76	49
	MU AUTISM	1						1	
	OST MED	15					2	7	10
	POLICY COMM	2	1				1		
	SHEPHERD	38					18		25
	WEST LIBERTY	28			18		24		2
	WV STATE	30	21		3		13		1
	WVSU RESEARC	36					6	8	8
	WVU	292	11	4	129	4	50		49
	WVU TECH	35	2	3	10	1	5		5

**FY2025 Utilization Exemption Report Action Items**

Cabinet	Agency	Total Fleet	ENV 20%	ERV Logs	SEV Logs	Missing Odometer	Vehicles With 90,000 Miles & Over	*Vehicles With Missing Street Addresses	Total Vehicles for Review or Reassignment
HS		1590	33	2	26	57	813	872	33
	CAB SEC	7		2			1	1	1
	CR ANTHONY	12				1	9		1
	CR BECKLEY	6					3		
	CR CENT OFF	10					6		
	CR CHAS WR	7					5		1
	CR COR INVST	9					4		
	CR COR K9	28					13		1
	CR DENMAR	7	1				5		1
	CR HUTTONSV	23	6				13		
	CR LAKIN	16	1				9		1
	CR MARTINS	7	1				3		
	CR MT OLIVE	14	1				8		1
	CR NOTHERN	13	2			1	6		
	CR OHIO	3					2		
	CR PARKERSB	10					8		
	CR PAROL SRV	47				1	24		1
	CR PRIS INDS	5					2		
	CR PRUNTY	21	2				10		1
	CR SALEM	11					5		
	CR SPEC SRV	11	1				4		
	CR ST MARYS	11					7		1
	CR TRAIN ACA	8	1				4		1
	CR WV PEN	2					1		1
	EMERGE MANG	39	8		26		5	1	1
	HOMELAND SEC								
	FIRE COMM	44					26		6
	JS CENT OFF	12	2				9		
	JS CHICK BUC	5	1						
	JS DON KUHN	6					4		
	JS GEN SPARA	6					6		
	JS GOIN HOME	54	2				17		4
	JS LOR YEAG	5	1				1		
	JS ROB SHELL	5					1		1
	JS RUBENSTEI	6					1		
	JS SAM PERDU	4					2		
	JS TIGER MOR	5					1		
	JS VIC DOUG	7					2		2
	JUST & COMM	3					1		1

FY2025 Utilization Exemption Report Action Items									
Cabinet	Agency	Total Fleet	ENV 20%	ERV Logs	SEV Logs	Missing Odometer	Vehicles With 90,000 Miles & Over	*Vehicles With Missing Street Addresses	Total Vehicles for Review or Reassignment
HS		1590	33	2	26	57	813	872	33
	PROTECT SERV	16					2		2
	RJ CENT OFF	12					7		
	RJ CTR REG	10					5		
	RJ EASTERN	10	1				8		
	RJ N CTR REG	12					8		1
	RJ NORTHERN	7					4		
	RJ POTOMAC	5					4		
	RJ S CTR REG	10					3		2
	RJ S WESTER	13					7		1
	RJ SOUTHERN	12	1				8		
	RJ TYGART	11	1				8		
	RJ WESTERN	10					3		
	SP BCI	74				1	33	68	
	SP CACU	5				1	1	5	
	SP CDDP	4					2	4	
	SP GEN REV	777				45	423	686	
	SP MVI	83				1	41	83	
	SP ST POLIC	24					18	24	
	STEPHENS COR	6				6			
JU		19	0	0	0	0	4	0	5
	SUPREME COUR	19					4		5
LE		9	9	0	0	0	5	0	0
	CSI	9	9				5		
MI		154	11	0	0	0	59	1	38
	ADJ GEN	39	4				8		14
	ARMORY BD	15	7				10		2
	BARBERS + CO	3					3		
	COAL HERIT	1					1		
	PSC	96					37	1	22
QU		189	1	0	0	12	67	51	58
	PARKWAYS	189	1			12	67	51	58
RE		105	6	0	0	3	44	0	14
	ABCC	30					11		8
	INS COMM	30	1			3	14		2
	LOTTERY	29	5				11		1
	TAX	16					8		3

FY2025 Utilization Exemption Report Action Items									
Cabinet	Agency	Total Fleet	ENV 20%	ERV Logs	SEV Logs	Missing Odometer	Vehicles With 90,000 Miles & Over	*Vehicles With Missing Street Addresses	Total Vehicles for Review or Reassignment
SR		2	1	0	0	0	0	0	1
	SR SERV	2	1						1
TR		2271	8	0	2	2	1359	3	336
	DMV	43	8				19		3
	DOH	2215				2	1332	3	330
	PUBLIC TRANS	1							1
	RAILS AUTHOR	12			2		8		2
VE		20	2	0	0	0	3	0	1
	VET HOME	8					2		1
	VET NURSING	5							
	VET TRANS	7	2				1		
TM		2	0	0	0	0	0	0	0
	TOURISM	2							
Grand Total		6893	177	83	269	116	3379	1147	871



FY2025 SEV-ERV Logs					
Cabinet	Agency	ERV Logs	SEV Logs	FMD Email Sent to AFC	Agency Logs Maintained?
ADMINISTRATION					
AD	AVIATION		1	5/30/2025	YES
AD	GENRAL SERV		12	5/30/2025	
AD	SURPLUS		1	5/30/2025	
COMMUNITY COLLEGE					
CC	BLUERIDGE		3	5/30/2025	YES
CC	NORTHERN		1	5/30/2025	YES
CC	WVU POTOMAC		7	5/30/2025	
CC	WVUP			5/30/2025	
ARTS, CULTURE AND HISTORY					
CH	BROADCAST			5/30/2025	
COMMERCE					
CO	FORESTRY			5/30/2025	
CO	GEO SURVEY		3	5/30/2025	
CO	REHAB SERV		12	5/30/2025	
ELECTED OFFICES					
EL	ATTORNEY GEN			5/30/2025	
EL	AGR		21	5/30/2025	
EL	TREASURER		4	5/30/2025	
DEP					
EN	EN ENV ENFOR	49		5/30/2025	YES
EN	EN ENV REMED		1	5/30/2025	
EN	EN OIL GAS	6		5/30/2025	YES
EN	EN ADMIN	1		5/30/2025	YES
EN	EN MINE REC	10	1	5/30/2025	YES
EN	EN SPEC REC	5		5/30/2025	YES
EN	EN WATER RES	1	1	5/30/2025	
EN	EN AB MINE	2		5/30/2025	YES
EN	EN AIR QUAL	0		5/30/2025	YES
HIGHER ED					
HE	WVU	4	112	5/30/2025	
HE	WVU TECHJ	2	9	5/30/2025	
HE	CONCORD		7	5/30/2025	
HE	SHEPHERD			5/30/2025	
HE	WEST LIBERTY		15	5/30/2025	
HE	WV STATE		3	5/30/2025	
HE	WVU			5/30/2025	
HE	WVU TECHJ			5/30/2025	
HOMELAND SECURITY					
HS	EMERGE MANG		26	5/30/2025	
HS	CAB SEC	2		5/30/2025	YES

FY2025 SEV-ERV Logs						
Cabinet	Agency	ERV Logs	SEV Logs	FMD Email Sent to AFC		Agency Logs Maintained?
MISCELLANEOUS						
MI		PSC			5/30/2025	
MI		PSC			5/30/2025	
REVENUE						
RE		ABCC			5/30/2025	
RE		TAC			5/30/2025	
TR						
TR		RAILS AUTH		2	5/30/2025	
Grand Total			82	240		