

Board of Judicial Policy and Administration
Policy Statement for Permanently Assigned Vehicles in State Courts

It is the policy of the Board of Judicial Policy and Administration that budgetary requests made by state courts for permanent assignment of a state vehicle to said court will be supported by the Board to the State Legislature, only if:

1. The court can establish a history of traveling, for official court business, for at least two (2) consecutive years, an annual total mileage amount equal to or exceeding the amount of the state motor pool yearly charge divided by the current mileage reimbursement rate (as authorized by this Board) and rounded up to the next one thousandth. (Example: The 2001 state motor pool yearly charge of \$3,216 divided by the 2001 Board authorized mileage rate of 34.5 cents/mile equals 9,321 miles. This amount rounded up to the next thousandth is equal to 10,000 miles per year.)

The term "Court" includes the Judge of said court and any other state employee of said court who would otherwise be authorized to make use of a state vehicle if assigned.

The "actual annual total mileage" traveled must be calculated as the lesser of the actual mileage from the person's residence (if the person resides at a location other than the designated "home" court site as said location may be determined by the Board or by statute) to the duty assignment or from the "home" court site to the duty assignment.

The state vehicle assigned to a court must only be used for "official court business," which means it will only be used for actions necessary for the performance of official duties.

2. The Board has reviewed the need and justification for a permanently assigned state vehicle at its September meeting during odd numbered years. Courts requesting a permanently assigned vehicle must submit supporting documentation to the Court Services Division by August 1st during odd numbered years. The documentation must provide clear and convincing evidence that the travel for official court business will meet the requirements as calculated in #1 above.

Dated this _____ day of _____, 2005.

Board of Judicial Policy and Administration

By: _____
Chief Justice Hill