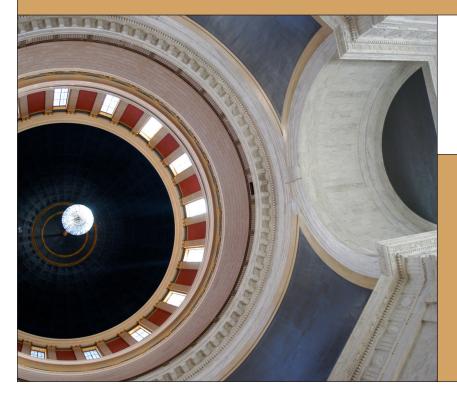
LEGISLATIVE AUDIT REPORT STATEWIDE FLEET UTILIZATION STUDY

AUDIT PERIOD 2016

FINDINGS

- Of the Vehicles with Mileage Information 42.4% or 1,531 Vehicles in 2016 Did Not Meet the Minimum Mileage Requirement, and Only 10 Vehicles in 2016 Received an Exemption from the Rule.

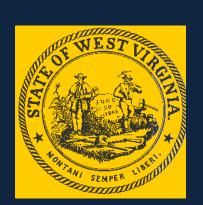


WEST VIRGINIA LEGISLATIVE AUDITOR POST AUDIT DIVISION



Aaron Allred - Legislative Auditor Denny Rhodes - Director

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A REPORT TO THE WEST VIRGINIA LEGISLATURE April 16, 2017

LEGISLATIVE AUDITOR'S OFFICE STATE OF WEST VIRGINIA

Aaron Allred, Legislative Auditor

POST AUDIT DIVISION

Denny Rhodes, Director

Statewide Fleet Utilization Study

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Denny Rhodes Director

The Honorable Mitch Carmichael, President West Virginia State Senate Post Audits Subcommittee, Co-Chair Room 229 M, Building 1 State Capitol Complex Charleston, WV 25306

The Honorable Timothy Armstead, Speaker West Virginia House of Delegates Post Audits Subcommittee, Co-Chair Room 228 M, Building 1 State Capitol Complex Charleston, WV 25306

Dear Mr. President and Mr. Speaker:

In compliance with the provisions of the *West Virginia Code, Chapter 4, Article 2*, as amended, the Legislative Auditor conducted a performance audit of the Statewide Fleet Utilization for 2016.

The audit was *not* conducted in accordance with *all* Generally Accepted Government Auditing Standards (GAGAS) due to a previous Post Audit report – Special Report on Statewide Fleet which raised doubts regarding the reliability of the data obtained from the Fleet Management Office, and the lack of time for a test of reliability to be performed on the data obtained from Fleet Management for this report. However, we planned and performed the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives by increasing the level of independent review and verification of all data. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

The audit disclosed certain findings, which are detailed in this report. No management response is provided for this report since it encompasses a multitude of agencies across state government.

Respectfully submitted,

hodes Denny Rhodes

Joint Committee on Government and Finance

Issue 1: Of the Vehicles with Mileage Information 42.4% or 1,531 Vehicles in 2016 Did Not Meet the Minimum Mileage Requirement, and Only 10 Vehicles in 2016 Received an Exemption from the Rule.

Introduction

As part of the continuing examination of the State's fleet management practices, the Legislative Auditor directed the Post Audit Division to conduct an analysis of the utilization of all state-owned vehicles. In February 2017, the Legislative Auditor provided the Legislative Post Audits Subcommittee with information concerning the number of state vehicles at each agency as it related to the number of filled full-time employees.

In continuance of the informational report, the Legislative Post Audit Division conducted an analysis of the utilization of the state vehicles using the Fleet Management Office's fueling and maintenance management services for calendar year 2016. The analysis conducted by the Post Audit Division of the fleet utilization found the following:

- 1. The Fleet Management Office only had mileage data for approximately 50% of the vehicles reported in February 2017.
- 2. The Fleet Management Office did not evaluate vehicle utilization for those vehicles with mileage data.
- 3. Approximately 42% of vehicles with mileage data, or 1,531 vehicles, did not meet the minimum utilization requirement.
- 4. Only 10 vehicles were granted an exemption from the minimum utilization requirements by the Fleet Management Office in calendar year 2016.

The Legislative Post Audit Division based the utilization analysis on Legislative Rule Title 148 Series 3-6.2.1 which states:

6.2.1. To ensure proper utilization and justify retention in the state fleet, state owned or leased vehicles must be utilized a minimum of 1,100 miles monthly. State spending units must request an exemption for vehicles that are under-utilized and the Fleet Management Office shall determine whether the vehicle meets one of the exemptions. At a minimum, the spending units shall retrieve the month ending odometer reading of each vehicle and report it in OASIS at the end of every month. (Emphasis Added).

Fleet Management Lacked Data for Approximately 50% of Previously Reported Fleet

To determine if these state-owned vehicles were meeting the monthly minimum 1,100-mile requirement established by the Legislative Rule 3, the Legislative Auditor requested odometer readings for all vehicles from the Fleet Management Office from January 1, 2016 and December 31, 2016. Upon requesting this information, the Post Audit Division was informed that prior to September 2016, the Fleet Management Office did not collect this data for all vehicles. Odometer readings were only available through the agencies' fuel vendor (Wright Express aka WEX). Since several agencies are not required to utilize the WEX contract Fleet Management was unable to collect mileage data on all vehicles. As such, odometer readings were only collected for vehicles which were utilizing the Fleet Management Office's fueling and maintenance management services.

The following table displays the total number of vehicles at the cabinet level along with other branches of government that provided mileage information to Fleet Management. As shown in the table,

approximately half of all state-owned vehicles had odometer readings documented with the Fleet Management Office for calendar year 2016. Additionally, Higher Education, Transportation, and Judicial have a remarkably low percentage of mileage information reported. This can be attributed to these entities not being required to utilize the WEX fuel management and reporting system.

	ole 1	
Percentage of Vehicles with Mileage Inf	ormation Provided to Total Vehicles	Percentage of Vehicles
Cabinet	Utilizing WEX	with Mileage Information
Administration	51	100.00%
DHHR	350	100.00%
Environmental Protection	421	100.00%
Senior Services	7	100.00%
Miscellaneous Boards and Agencies	116	99.10%
Revenue	114	99.10%
Education and the Arts	43	95.60%
Legislative	6	85.70%
Military Affairs and Public Safety	1490	84.80%
Elected Officials	171	74.70%
Commerce	655	70.40%
Education	28	66.70%
Council for Community and Technical College	41	53.90%
Veterans	21	24.10%
Higher Education	81	8.80%
Transportation	125	5.20%
Judicial	0	0.00%
Total	3720	49.30%

Fleet Management Did Not Evaluate the Utilization of the Fleet

As stated above, upon contacting the Fleet Management Office to request the mileage data necessary for the analysis, the Post Audit Division was informed that Fleet Management was not only unable to collect mileage data for all vehicles, but also indicated they did not use the data they had to evaluate the vehicle fleet.

The Fleet Management Office provided the following statement:

While FMO was provided odometer data by the fuel vendor before September, the primary purpose of those wasn't to evaluate vehicle utilization broadly, but to track fuel usage and cost, and to check against fuel theft by the person/vehicle that the fuel card was assigned to. Now that FMO has the software which collects this data more thoroughly and in real-time, it has a tool to independently evaluate vehicle utilization specifically. FMO is currently collecting a few months of mileage data to create a baseline to evaluate utilization and requests for exemptions to the under-utilization policies. (Emphasis Added).

Approximately 42% of vehicles with mileage data, or 1,531 vehicles, did not meet the minimum utilization requirement

The odometer information input into the WEX information system is provided by the driver of the vehicle at the fuel pump anytime the driver purchases fuel. When purchasing fuel, the fuel pump will prompt the driver to input the odometer reading of the vehicle. Since the onus is on the driver to enter the correct mileage, the possibility of human error exists. Due to this data limitation, 107 of the vehicles with mileage data were excluded from our analysis because the data indicated that the vehicle had been driven negative miles during the calendar year.

In addition, 1,260 of the vehicles with reported odometer readings contained less than 12 months of data. This could be a result of many different factors, including but not limited to: the purchase date of the vehicle, disposal of the vehicle during the time period, lack of use during the time period, etc. All utilization requirements were based on the number of months each vehicle was in service per the Fleet Management data.

As indicated in the table below, 42.4% of the vehicles reported to Fleet Management with useable data failed to meet the minimum utilization requirement of 1,100-miles per month as required by Legislative Rule §148-3-6.2.1. While the data indicates an abnormally large percentage of underutilized vehicles by the Council for Community and Technical College as well as Veterans, most of these vehicles appear to be older trucks and transport vans. Additionally, Higher Education had 62.3% of the fleet with mileage data under-utilized with less than 10% of the total Higher Education fleet reporting data to Fleet Management. Conversely, while Transportation and Judicial seem to have a low percentage of under-utilized vehicles, they also had the lowest percentage of their vehicle fleet reporting mileage data to Fleet Management during 2016.

Tab Under Utilization Percentage of Vehicles w	le 2 ith Mileage R	eported to Fleet M	lanagement
	0	Total # Under-	Percentage of
	Vehicles	utilized	Under-utilized
Cabinet	Reported	Vehicles	Vehicles
Council for Community and Technical College	40	36	90.0%
Veterans	20	16	80.0%
Education and the Arts	43	31	72.1%
Senior Services	6	4	66.7%
Administration	50	30	60.0%
Higher Education	77	48	62.3%
Elected Officials	158	88	55.7%
Commerce	647	322	49.8%
Revenue	114	56	49.1%
Miscellaneous Boards and Agencies	115	55	47.8%
DHHR	346	140	40.5%
Education	28	11	39.3%
Military Affairs and Public Safety	1,435	515	35.9%
Transportation	108	37	34.3%
Environmental Protection	420	141	33.6%
Legislative	6	1	16.7%
Judicial	0	0	N/A
Total	3,613	1,531	42.4%

The following table breaks down the 1,531 under-utilized vehicles into five ranges; vehicles that are under-utilized by: 500 miles or less, 501 miles to 2,500 miles, 2,501 miles to 5,000 miles, 5,001 miles

to 10,000 miles, and 10,001 miles or more. Notably, of these five categories **9.4% missed the minimum** mileage requirement by greater than 10,000 miles, and 42% missed the requirement by more than 5,000 miles. Only 6% of the under-utilized vehicles were within 500 miles of reaching the 1,100 miles per month.

	able 3					
Mileage Range of Under-Utilized Vehicles				-		nt*
	500	501	2,501	5,001	Greater	
	miles	to	to	to	than	Total #
	or	2,500	5,000	10,000	10,000	Under-
Cabinet	less	miles	miles	miles	miles	utilized
Military Affairs and Public Safety	39	149	141	131	55	515
Commerce	21	80	83	126	12	322
Environmental Protection	8	47	42	34	10	141
DHHR	9	29	34	45	23	140
Elected Officials	4	20	22	34	8	88
Revenue	2	8	19	23	4	56
Miscellaneous Boards and Agencies	4	15	15	16	5	55
Higher Education	0	9	11	15	13	48
Transportation	1	10	13	12	1	37
Council for Community & Technical College	1	3	8	21	3	36
Education and the Arts	0	8	7	15	1	31
Administration	1	3	6	15	5	30
Veterans	0	3	3	7	3	16
Education	0	3	3	4	1	11
Senior Services	1	0	2	1	0	4
Legislative	1	0	0	0	0	1
Judicial	0	0	0	0	0	0
Total	92	387	409	499	144	1,531

*A breakdown of each cabinet into divisions and agencies can be found in the tables on pages 5 - 13.

While Military Affairs and Public Safety as well as Commerce have an extraordinary number of under-utilized vehicles compared to others on the list, 515 and 322, respectively, they also had the highest number of vehicles reporting mileage information.

Additionally, one vehicle assigned to the Commission on Special Investigations did not meet the minimum mileage requirement. This vehicle noted in the tables under the Legislative heading missed the mileage requirement by 440 miles.

Only 10 Vehicles Received an Exemption from the Mileage Requirement in 2016

While Legislative Rule 148 Series 3 requires 1,100 miles of monthly utilization of a vehicle the rule does allow exemptions from the requirement to be requested for a vehicle meeting one of the following categories: vehicles assigned to public safety officers, vehicles assigned to employees who require constant use of the vehicle to perform job duties, vehicles assigned to employees on 24-hour call, vehicles assigned to employees for essential travel for transporting authorized individuals, and finally, vehicles free of liens and are economical and necessary. Per the data supplied by Fleet Management, during calendar year 2016, only the 10 requests for an exemption were received. There is no indication in the Fleet Management data that the under-utilized vehicle assigned to the Commission on Special Investigations, labeled in the report as Legislative, was granted an exemption to the minimum mileage requirement.

The agencies who requested an exemption and the reason the exception was granted is indicated in the table below.

	Table 4					
	Exemptions Received by Agency					
Agency	Reason for Exemption					
AVIATION	Employee Requires constant use to perform job duties					
DHHR	Vehicle is free of liens and is economical and necessary					
DHHR	Employee Requires constant use to perform job duties					
PURCHASING Assigned for essential travel related to transportation of authorized individuals						
PURCHASING	Assigned for essential travel related to transportation of authorized individuals					
SURPLUS	Employee Requires constant use to perform job duties					
TREASURER	Employee Requires constant use to perform job duties					
TREASURER	Employee Requires constant use to perform job duties					
TREASURER	Employee Requires constant use to perform job duties					
TREASURER	Employee Requires constant use to perform job duties					

Conclusion

A representative of the WV Fleet Management Office indicated they would be collecting more mileage data beginning in September of 2016. The Legislative Auditor is currently conducting the same analysis on data supplied by Fleet Management for the period of October 1, 2016 through March 31, 2017. It is anticipated that this data will provide a larger snapshot of the utilization of the statewide fleet. Results of which will be presented at a future Post Audits Subcommittee meeting.

Vehicle and FTE Breakdown by Cabinet

Administration

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 – 5,000 miles	5,001+ miles
Board of Risk and Insurance Management	2	11.00	2	2	0	0	0	0	2
Consolidated Public Consolidated Public Retirement Board	2	43.00	2	2	0	0	0	1	1
Division of Personnel	0	N/A	0	0	0	0	0	0	0
Ethics Commission	0	N/A	0	0	0	0	0	0	0
Finance Division	0	N/A	0	0	0	0	0	0	0
General Services Division	16	6.75	14	9	0	0	1	2	6
Information Services and Communications	0	N/A	0	0	0	0	0	0	0
Office of Technology	15	0.27	15	9	0	1	1	2	5
Prosecuting Attorneys Institute	0	N/A	0	0	0	0	0	0	0
Public Defender Services	0	N/A	0	0	0	0	0	0	0
Public Employees Grievance Board	0	N/A	0	0	0	0	0	0	0
Public Employees Insurance Agency	0	N/A	0	0	0	0	0	0	0
Purchasing Division	2	20.00	2	2	0	0	0	0	2
Real Estate Division	2	10.00	2	1	0	0	0	0	1
Retiree Health Benefit Trust Fund	0	N/A	0	0	0	0	0	0	0
Secretary of Administration	0	N/A	0	0	0	0	0	0	0
Surplus Property	3	3.67	2	1	0	0	0	0	1
Travel Management	8	1.75	11	4	1	1	0	0	2
Total Administration	50	14.58	50	30	1	2	2	5	20

Council for Community and Technical College

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 – 5,000 miles	5,001+ miles
Blue Ridge Community and Technical College	10	14.06	6	5	0	0	1	1	3
BridgeValley Community and Technical College	10	16.45	8	7	1	0	1	1	4

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 – 5,000 miles	5,001+ miles
Council For Community and Technical College Education	0	N/A	0	0	0	0	0	0	0
Eastern West Virginia Community and Technical College	8	4.51	7	6	0	0	0	1	5
Mountwest Community and Technical College	3	42.33	2	2	0	0	0	0	2
New River Community and Technical College	12	10.33	0	0	0	0	0	0	0
Pierpont Community and Technical College	0	N/A	0	0	0	0	0	0	0
Southern West Virginia Community and Technical	18	9.26	16	15	0	1	2	3	9
West Virginia Northern Community and Technical College	4	31.22	0	0	0	0	0	0	0
West Virginia University at Parkersburg	11	17.97	1	1	0	0	0	0	1
Total Council for Community and Technical College	76	15.85	40	36	1	1	4	6	24

Commerce

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 – 5,000 miles	5,001+ miles
Board of Coal Mine Health and Safety	0	N/A	0	0	0	0	0	0	0
Division of Energy	0	N/A	0	0	0	0	0	0	0
Division of Forestry	123	0.63	119	72	1	2	11	22	36
Division of Labor	52	1.65	52	35	1	3	14	8	9
Division of Miners Health, Safety and Training	125	0.98	122	46	5	3	7	12	19
Division of Natural Resources	602	1.22	327	147	14	9	40	28	56
Division of Tourism	3	19.33	2	2	0	1	0	1	0
Geological And Economic Survey	11	3.05	11	11	0	0	1	0	10
Secretary of Commerce	7	2.57	7	7	0	0	1	0	6
West Virginia Development Office	3	26.00	2	0	0	0	0	0	0
Workforce West Virginia	5	66.10	5	2	0	0	0	0	2
Total Commerce	931	1.66	647	322	21	18	74	71	138

DHHR

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 – 5,000 miles	5,001+ miles
Health and Human Resources	342	16.12	344	138	9	8	32	23	66
Health Care Authority	1	41.00	1	1	0	0	0	0	1
Human Rights	0	N/A	0	0	0	0	0	0	0
Secretary of Health and Human Resources	1	5.00	1	1	0	0	0	0	1
Total DHHR	344	16.23	346	140	9	8	32	23	68

Education and the Arts

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 – 5,000 miles	5,001+ miles
Division Of Culture And History	1	113.50	0	0	0	0	0	0	0
Division Of Rehabilitation Services	24	23.31	23	20	0	2	3	3	12
Educational Broadcasting Authority	16	4.28	16	8	0	0	4	2	2
Library Commission	3	14.33	3	1	0	0	0	0	1
Secretary Of Education And The Arts	1	30.75	1	1	0	0	0	0	1
Total Education and the Arts	45	18.12	43	30	0	2	7	5	16

Education

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 - 5,000 miles	5,001+ miles
Department Of Education	7	72.57	8	4	0	1	0	0	3
West Virginia Schools for The Deaf and the Blind	35	4.54	20	7	0	1	2	2	2
Total Education	42	15.88	28	11	0	2	2	2	5

Elected Officials

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 - 5,000 miles	5,001+ miles
Attorney General	13	13.99	10	4	0	0	3	1	0
Auditor's Office	6	29.67	0	0	0	0	0	0	0
Department of Agriculture	187	1.74	127	72	3	6	17	13	33
Governor's Office	11	4.32	10	4	0	0	0	0	4
Secretary of State	3	18.33	3	3	0	0	1	0	2
Treasurer's Office	9	14.39	8	5	1	0	1	0	3
Total Elected Officials	229	4.00	158	88	4	6	22	14	42

Environmental Protection

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=50 0 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 - 5,000 miles	5,001+ miles
Department of Environmental Protection	402	2.02	420	141	8	12	47	30	44
Environmental Quality Board	0	N/A	0	0	0	0	0	0	0
Oil and Gas Conservation Commission	0	N/A	0	0	0	0	0	0	0
Solid Waste Management Board	1	9.00	0	0	0	0	0	0	0
Total Environmental Protection	403	2.05	420	141	8	12	47	30	44

Higher Education

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 - 5,000 miles	5,001+ miles
Bluefield State College	32	5.73	18	10	0	2	4	3	1
Concord University	25	10.56	0	0	0	0	0	0	0
Fairmont State University	26	16.62	0	0	0	0	0	0	0
Glenville State College	33	5.72	20	10	0	1	0	1	8
Higher Education Policy Commission - Administration	2	32.78	2	0	0	0	0	0	0
Higher Education Policy Commission - System	0	N/A	0	0	0	0	0	0	0
Marshall University	89	19.80	2	0	0	0	0	0	0

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 – 5,000 miles	5,001+ miles
Shepherd University	43	10.59	18	17	0	0	4	4	9
West Liberty University	42	6.15	0	0	0	0	0	0	0
West Virginia Network for Educational Telecomputing	3	17.67	2	1	0	0	0	0	1
West Virginia School of Osteopathic Medicine	16	17.27	15	10	0	0	0	1	9
West Virginia State University	69	4.18	0	0	0	0	0	0	0
West Virginia University	538	12.74	0	0	0	0	0	0	0
Total Higher Education	918	12.08	77	48	0	3	8	9	28

Judicial

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=50 0 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 - 5,000 miles	5,001+ miles
Supreme Court	18	79.27	0	0	0	0	0	0	0
Total Judicial	18	79.27	0	0	0	0	0	0	0

Legislative

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 – 5,000 miles	5,001+ miles
House of Delegates	0	N/A	0	0	0	0	0	0	0
Joint Expenses	7	14.07	6	1	1	0	0	0	0
Senate	0	N/A	0	0	0	0	0	0	0
Total Legislative	7	26.21	6	1	1	0	0	0	0

Military Affairs and Public Safety

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 - 5,000 miles	5,001+ miles
Adjutant General	4	112.13	5	4	0	0	3	0	1
Armory Board	10	N/A*	7	5	0	0	1	1	3
Division of Corrections	314	6.61	249	84	9	9	27	19	20
Division of Justice and Community Services	2	17.25	2	2	1	0	0	0	1
Division of Juvenile Services	125	4.89	116	88	5	3	21	22	37
Division of Protective Services	4	10.25	4	3	0	0	1	0	2
Fire Commission	42	1.17	40	7	1	1	0	2	3
Homeland Security and Emergency Management	17	2.32	14	10	1	1	0	4	4
Parole Board	9	1.89	9	3	0	1	1	0	1
Regional Jail and Correctional Facility Authority	106	9.86	106	28	3	3	4	7	11
Secretary of Military Affairs and Public Safety	4	5.25	6	2	0	0	1	1	0
West Virginia State Police	1,110	0.92	877	279	19	23	84	50	103
Total Military Affairs and Public Safety	1,747	3.09	1,435	515	39	41	143	106	186

*When the wvOASIS payroll went live in 2015, all Amory Board employees were reassigned to fall under the Adjutant General. The 10 vehicles listed under the Armory Board are used at various facilities throughout the State to support operational, environmental, and maintenance costs of the West Virginia's National Guard armories.

Miscellaneous Boards and Agencies

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 - 5,000 miles	5,001+ miles
Appraiser Licensing Certification Board	0	N/A	0	0	0	0	0	0	0
Board of Accountancy	0	N/A	0	0	0	0	0	0	0
Board of Architects	0	N/A	0	0	0	0	0	0	0
Board of Barbers and Cosmetologist	4	2.00	4	0	0	0	0	0	0
Board of Chiropractic Examiners	0	N/A	0	0	0	0	0	0	0
Board of Counseling	0	N/A	0	0	0	0	0	0	0
Board of Dentistry	0	N/A	0	0	0	0	0	0	0
Board of Funeral Service Examiners	0	N/A	0	0	0	0	0	0	0
Board of Hearing Aid Dealers	0	N/A	0	0	0	0	0	0	0
Board of Licensed Dietitians	0	N/A	0	0	0	0	0	0	0

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 – 5,000 miles	5,001+ miles
Board of Licensed Practical Nurses	0	N/A	0	0	0	0	0	0	0
Board of Medical Imaging and Radiation Therapy Technicians	1	2.00	1	0	0	0	0	0	0
Board of Medicine	0	N/A	0	0	0	0	0	0	0
Board of Occupational Therapy	0	N/A	0	0	0	0	0	0	0
Board of Optometry	0	N/A	0	0	0	0	0	0	0
Board of Pharmacy	0	N/A	0	0	0	0	0	0	0
Board of Physical Therapy	0	N/A	0	0	0	0	0	0	0
Board of Professional Engineers	0	N/A	0	0	0	0	0	0	0
Board of Professional Surveyors	0	N/A	0	0	0	0	0	0	0
Board of Psychologists	0	N/A	0	0	0	0	0	0	0
Board of Registered Nurses	0	N/A	0	0	0	0	0	0	0
Board of Respiratory Care	0	N/A	0	0	0	0	0	0	0
Board of Social Work	0	N/A	0	0	0	0	0	0	0
Board of Speech Language Pathology and Audiology	0	N/A	0	0	0	0	0	0	0
Board of Veterinary Medicine	0	N/A	0	0	0	0	0	0	0
Courthouse Facilities Improvement Authority	0	N/A	0	0	0	0	0	0	0
Economic Development Authority	0	N/A	0	0	0	0	0	0	0
Enterprise Resource Planning Board	0	N/A	0	0	0	0	0	0	0
Hospital Finance Authority	0	N/A	0	0	0	0	0	0	0
Massage Therapy Licensure Board	0	N/A	0	0	0	0	0	0	0
Municipal Pension Oversight Board	0	N/A	0	0	0	0	0	0	0
National Coal Heritage Area Authority	2	2.40	2	1	0	0	0	1	0
Public Service Commission	109	2.49	107	54	4	3	14	13	20
Real Estate Commission	0	N/A	0	0	0	0	0	0	0
Water Development Authority	1	14.60	1	1	0	0	0	0	1
West Virginia Board of Osteopathic Medicine	0	N/A	0	0	0	0	0	0	0
Total Miscellaneous Boards and Agencies	117	3.69	115	56	4	3	14	14	21

Revenue

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 - 5,000 miles	5,001+ miles
Alcohol Beverage Control Administration	30	2.43	30	9	0	0	3	5	1
Division of Financial Institutions	0	N/A	0	0	0	0	0	0	0
Insurance Commissioner	34	8.05	33	19	1	0	9	2	7
Lottery Commission	35	4.97	35	21	0	0	2	5	14
Municipal Bond Commission	0	N/A	0	0	0	0	0	0	0
Office of Tax Appeals	0	N/A	0	0	0	0	0	0	0
Racing Commission	1	36.00	1	1	0	0	0	1	0
Secretary of Revenue	0	N/A	0	0	0	0	0	0	0
State Budget Office	0	N/A	0	0	0	0	0	0	0
Tax Division	15	24.04	15	6	1	0	0	0	5
Total Revenue	115	8.40	114	56	2	0	14	13	27

Senior Services

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 - 5,000 miles	5,001+ miles
Bureau of Senior Services	7	4.51	6	4	1	0	0	1	2
Total Senior Services	7	4.51	6	4	1	0	0	1	2

Transportation

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 - 5,000 miles	5,001+ miles
Aeronautics Commission	22	0.09	0	0	0	0	0	0	0
Division of Highways	2,104	2.28	59	13	1	0	7	3	2
Division of Motor Vehicles	45	13.18	42	18	0	1	3	4	10
Division of Public Transit	40	0.23	1	1	0	0	0	0	1
Office of Administrative Hearings	6	4.33	5	4	0	0	2	2	0

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 – 5,000 miles	5,001+ miles
Parkways Authority	159	2.48	1	1	0	0	1	0	0
State Rail Authority	17	1.06	0	0	0	0	0	0	0
WV Wing Civil Air Patrol	22	0.05*	0	0	0	0	0	0	0
Total Transportation	2,393	2.44	108	37	1	1	13	9	13

*The WV Wing Civil Air Patrol is West Virginia's United States Air Force Auxiliary that operates largely with volunteers. Its personnel consist of 619 volunteers and it has 14 squadrons throughout West Virginia. The vehicles assigned to the Patrol are not owned or leased by the State of West Virginia. These vehicles are Federal vehicles that are used largely in part in emergency-services and operation missions such as search and rescue, disaster relief, humanitarian services, air force support and counterdrug operations.

Veterans

Agency	Total Vehicles	Employees per Vehicle	Total # with Mileage Info	Total # Under- utilized Vehicles	<=500 miles	501 – 1,000 miles	1,001 – 3,000 miles	3,001 - 5,000 miles	5,001+ miles
Veterans Affairs	39	4.77	4	4	0	0	1	0	3
Veterans Home	48	0.92	16	12	0	1	1	3	7
Total Veterans	87	2.64	20	16	0	1	2	3	10