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CABINET SECRETARY

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DEPARTMENT OF ADMINISTRATION
FLEET MANAGEMENT DIVISION
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11/24/2025

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Bldg. 1 Room E119
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Re: WV Code §5A-12, State Vehicle Fleet Annual Report for FY2025

Dear Secretary Householder,

Included with this cover letter is the State Vehicle Fleet Annual Report for FY2025. WV Code §5A-12-12 requires the Fleet Management Division (FMD) to provide this report on or before Dec. 31st. The Fleet Annual Report and associated appendices, Appendix 1-Inventory, Appendix 2-Fleet Operating Cost, Appendix 3-Exempt Reporting, Appendix 4-Utilization, Appendix 5-Reimbursements and Rentals, Appendix 6-Noncompensatory Drivers, Appendix 7-Auditor's Spot Compliance, FY2025 Complaints, and a copy of this letter with the summary charts are available on Google Drive https://drive.google.com/drive/folders/1ynyUyM6OMLrrGSA-dnoUP-8ja7s_Q6Dk?usp=drive_link

Below is an executive summary chart that contains the state's inventory, vehicle requests, and maintenance and fueling activity since 2021. A historical accounting was not required by WV Code §5A-12, but FMD thought a historical perspective would be beneficial.

Inventory: FMD's purview covers 1 ton and under vehicles and that inventory has stayed relatively constant. With the passage of WV Code §5A-12 in 2018 and with the assistance of wvOASIS, FMD started reporting on all licensed units which includes vehicles over 1 ton and trailers. The state's wvOASIS licensed motorized vehicle count is 8,785. There are 1,858 non-motorized licensed units (trailers) bringing the total licensed inventory number to 10,643. The attached chart and graph below list the state's inventory by the operating agency. The breakout provided is organized by the cabinet level.

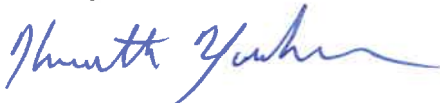
Vehicle Acquisitions and Decommissions: The number of vehicle requests has decreased for the MV25 vehicle contract year. The state requires the requesting agency Cabinet Secretary's approval for all vehicle acquisition and additional approval from the Governor's Office for financed vehicle requests. The replacement criteria is 5 years and 120,000 miles. The attached chart and graph provide a breakout by cabinet level and vehicle class.

Maintenance and Fueling Costs: §5A-12-9 (a) requires agencies to use FMD's services for maintenance and fueling. In 2021, FMD had 4,542 units using maintenance or fueling services and that number has grown to 5,040 for FY2025. When compared to the previous fiscal year, all expenses and measurement indicators for FY2025 were lower, except for maintenance costs. The attached chart and graph provide a breakout by year and expense type.

FMD has added telematics and an online reservation system with a kiosk and vehicle key lock box. Telematics is the tool and service that can answer who, what, when, where and why a state vehicle is being utilized. Telematics is the final piece of the puzzle that completes the services required to efficiently manage a state vehicle. The online reservation system with the kiosk and vehicle key lock box is the tool and service to facilitate the sharing of state vehicles across agencies. The service could be utilized to reduce the number of state pool vehicles. Both services are currently being offered and agencies may elect to participate.

FMD will continue to provide the tools and services to allow the agencies to manage their fleets in an efficient and effective manner. Please let me know if you have any questions.

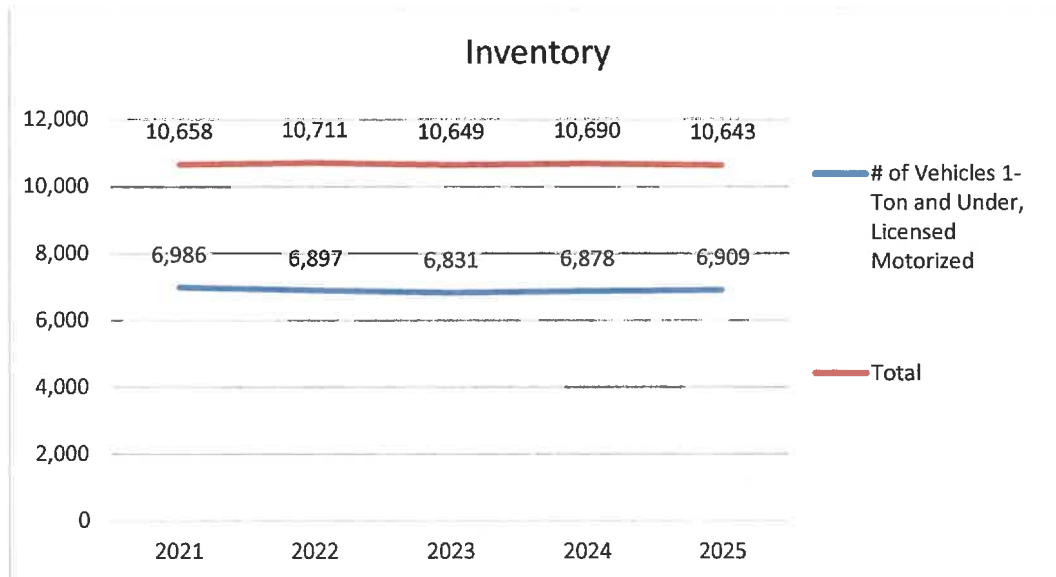
Sincerely,



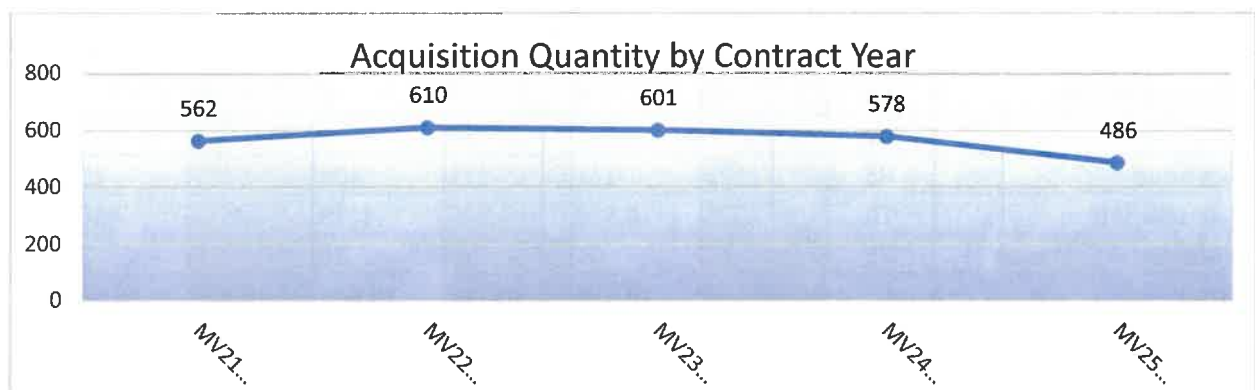
Kenny Yoakum

Inventory by Class	2020	2021	2022	2023	2024	2025
# of Vehicles 1-Ton and Under, Licensed Motorized	6,938	6,986	6,897	6,831	6,878	6,909
# of Vehicles Over 1-Ton, Licensed Motorized	1,917	1,886	1,931	1,872	1,870	1,828
# Licensed Non-Motorized Units	1,651	1,713	1,815	1,876	1,881	1,858
# Licensed Third Party Leased	61	73	68	70	61	48
Total	10,567	10,658	10,711	10,649	10,690	10,643

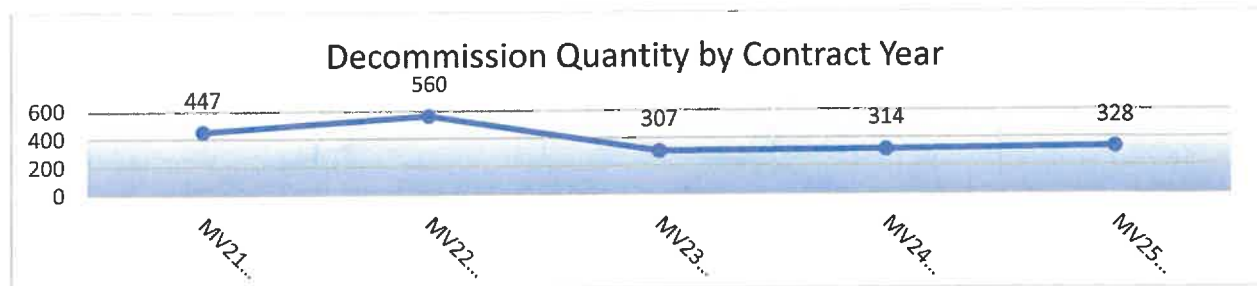
Inventory by Cabinet Level		2020	2021	2022	2023	2024	2025
DOA	AD	61	59	69	79	80	77
Community College	CC	117	133	139	148	150	175
Commerce	CO	1,216	1,250	1,223	1289	1388	1337
Education	ED	51	51	53	55	47	52
Arts Culture and History	CH	21	20	21	19	20	17
Elected Officials	EL	259	260	261	283	282	268
Higher Ed	HE	1,026	1,007	997	959	968	950
Judicial	JU	19	17	19	18	18	19
Legislative	LE	8	8	8	10	10	10
DEP	EN	418	417	408	406	357	409
Economic Development	EC		15	12	8	6	2
DHHR	DH	317	293	352	368	373	306
Homeland Security	HS	1,959	1,934	1,927	1859	1531	1870
Misc	MI	105	181	196	212	192	197
Quassia	QU	329	318	313	314	613	313
Senior Services	SR	6	6	4	4	2	2
Tourism	TM		1	30	3	3	3
Revenue	RE	113	111	111	108	104	107
Transportation	TR	4,471	4,510	4,510	4479	4518	4504
Veterans Assistance	VE	71	67	58	28	28	25
Total		10,567	10,658	10,711	10,649	10,690	10,643



Vehicle Acquisitions	MV20 contract Year		MV21 contract Year		MV22 contract Year		MV23 contract Year		MV24 contract Year		MV25 contract Year	
AD DOA	5	\$75,820.00	15	\$77,927.00	10	\$132,986.17	6	\$298,153.40	6	\$215,963.00	11	\$351,709.00
CC Community College	11	\$364,360.00	11	\$187,715.00	2	\$23,589.65	5	\$98,884.51	6	\$149,095.43	1	\$43,916.00
CO Commerce	55	\$1,318,212.00	67	\$1,629,146.00	136	\$3,944,458.57	108	\$5,348,034.43	94	\$4,838,298.62	39	\$1,649,302.28
ED Education	2	\$74,545.00	4	\$88,388.00			6	\$263,358.17	3	\$124,710.66	4	\$176,834.00
CH Arts, Culture and History					4	\$133,268.70	5	\$238,520.00	1	\$48,702.86		
EL Elected Offices	14	\$340,985.00	54	\$906,973.66	26	\$815,760.50	16	\$600,343.88	10	\$376,357.79	29	\$1,033,060.00
HE Higher Ed	31	\$730,222.88	18	\$656,108.90	49	\$1,297,392.17	26	\$1,097,917.41	29	\$118,441.00	33	\$1,062,506.87
JU Judicial			5	\$147,955.00							3	\$154,181.50
LE Legislative			1	\$28,116.00			2	\$66,699.00	1	\$0.00		
EN DEP	48	\$1,270,303.00	49	\$1,119,953.00	8	\$217,073.76	39	\$1,801,698.50	6	\$307,600.72	35	\$1,300,759.00
DH DHHR	33	\$772,289.00	58	\$4,407,027.00	111	\$1,416,686.00			18	\$535,388.00	99	\$3,691,128.25
HS Homeland Security	154	\$4,183,936.10	130	\$3,712,645.00	141	\$5,207,874.20	38	\$1,919,738.86	265	\$12,074,502.89	124	\$5,390,185.08
MI Misc	15	\$447,325.00	11	\$339,892.00	14	\$279,266.00	12	\$526,888.80	13	\$605,943.42	16	\$665,485.22
QU Quasis									16	\$890,285.00	2	\$101,981.00
SR Senior Services	1	\$28,321.00										
RE Revenue	13	\$360,537.00	15	\$427,459.00	12	\$390,990.20	6	\$296,365.00	5	\$210,508.00	12	\$497,210.00
TM Tourism					1	\$72,495.00	1	\$68,710.00				
TR Transportation	166	\$4,438,999.00	124	\$3,927,968.00	92	\$1,783,885.20	331	\$15,461,879.14	104	\$4,236,340.40	78	\$3,234,384.22
VE Veterans Assistance					4	\$104,569.00			1	\$140,000.00		
	548	\$14,405,854.98	562	\$17,657,273.56	610	\$15,820,295.12	601	\$28,087,191.10	578	\$24,872,157.79	486	\$19,352,642.42

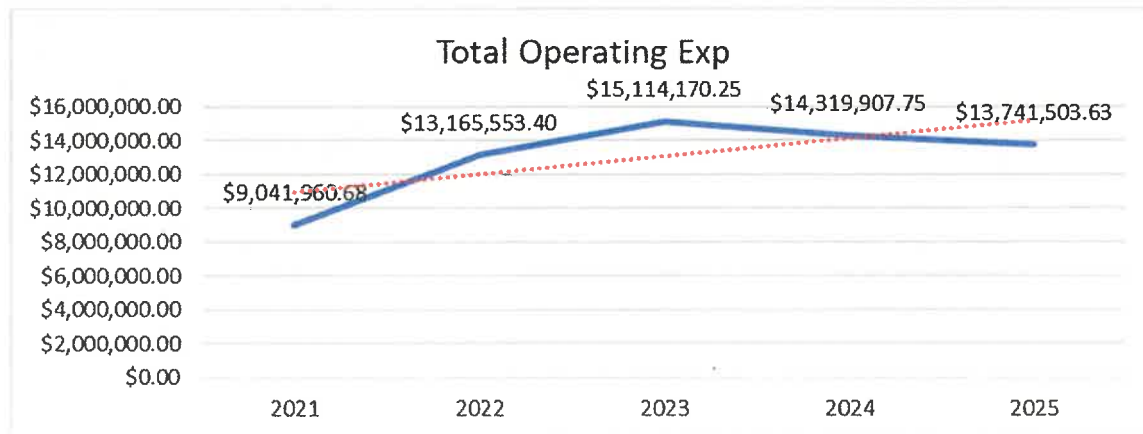
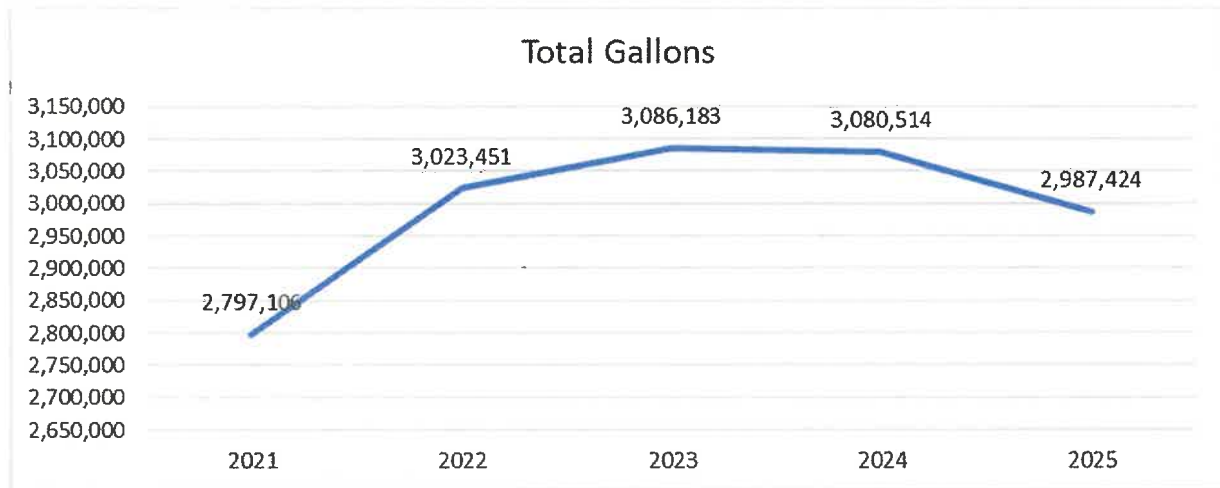
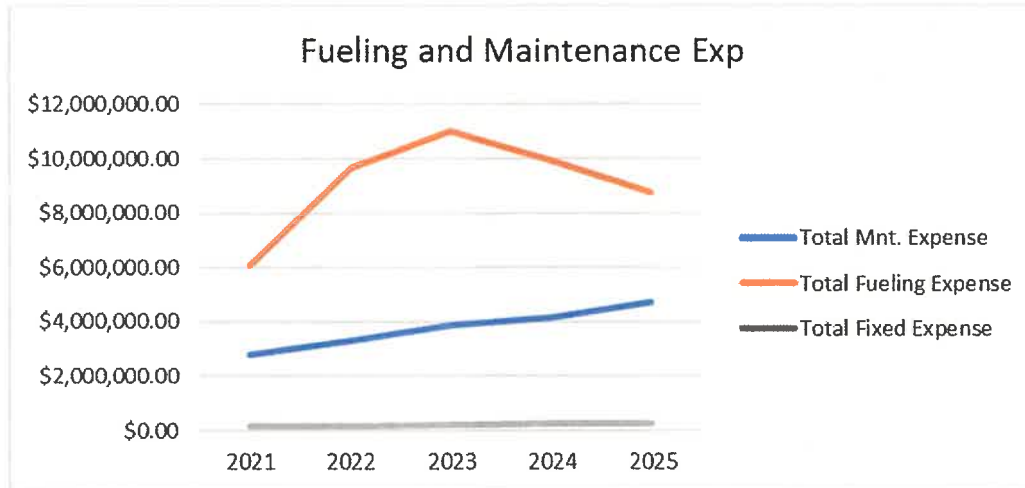


Vehicle Decommissions		MV20 Contract Year	MV21 Contract Year	MV22 Contract Year	MV23 Contract Year	MV24 Contract Year	MV25 Contract Year
AD	DOA	4	15	5	7	3	4
CC	Community College	8	2	7	1	6	3
CO	Commerce	45	70	119	4	28	22
ED	Education	1		5		3	2
CH	Arts, Culture and History		2	5			4
EL	Elected Offices	11	9	26	4	2	4
EC	Economic				1		
HE	Higher Ed	41	23	49	20	20	58
JU	Judicial		5		1		1
LE	Legislative						
EN	DEP	46	49	8	15	14	1
DH	DHHR	38	45	116	91	31	60
HS	Homeland Security	194	91	118	117	179	70
MI	Misc	14	8	11	1	6	1
QU	Quasis					3	17
SR	Senior Services	1		2	2		
RE	Revenue	14	16	13	5	2	
TR	Transportation	151	108	72	3	16	81
VE	Veterans Assistance		4	4	35	1	
		568	447	560	307	314	328



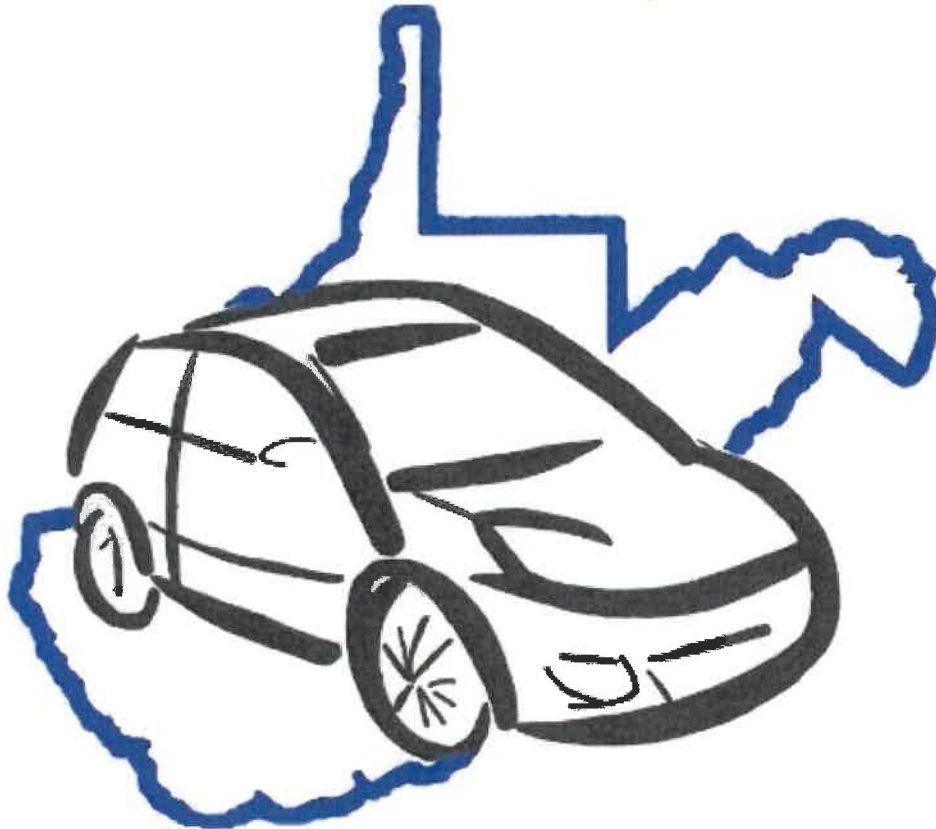
Fuel and Maintenance Expense

Fiscal Year	2020	2021	2022	2023	2024	2025
Average Cost Per Unit	\$2,267.93	\$1,990.74	\$2,897.35	\$2,163.80	\$2,877.79	\$2,726.49
Average Cost Per Mile	\$0.27	\$0.28	\$0.35	\$0.38	\$0.36	\$0.33
Average Cost Per Day	\$28,979.84	\$24,772.50	\$36,070.01	\$41,522.45	\$39,232.62	\$37,751.38
Total Fixed Expense	\$146,539.38	\$159,870.94	\$177,573.78	\$216,313.81	\$267,088.76	\$256,277.72
Total Mnt. Expense	\$3,183,788.67	\$2,798,950.22	\$3,315,906.14	\$3,891,878.83	\$4,137,658.68	\$4,709,109.88
Total Miles	38,491,547	32,488,321	37,231,538	39,532,335	40,049,806	38,087,412
Total Fueling Expense	\$7,247,313.79	\$6,083,139.52	\$9,672,073.48	\$11,004,629.65	\$9,913,789.41	\$8,775,710.06
Total Gallons	3,173,186	2,797,106	3,023,451	3,086,183	3,080,514	2,987,424
Other Expense				\$1,347.96	\$1,370.90	\$405.97
Number of Units Incurring Expense in Time Period	4,664	4,542	4,544	4,579	4,976	5,040
Total Operating Exp	\$10,577,641.84	\$9,041,960.68	\$13,165,553.40	\$15,114,170.25	\$14,319,907.75	\$13,741,503.63



Fleet Management Division FY2025 Annual Fleet Report

State of West Virginia



Fleet Management Division

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Background

In 2016, the Legislature requested the total number of state vehicles from three agencies, Fleet Management Division (FMD), the Department of Motor Vehicles (DMV), and the Board of Risk and Insurance Management (BRIM). FMD reported approximately 7,500 vehicle units, DMV reported approximately 10,500, and BRIM reported approximately 13,000 units. Due to each agency having differing responsibilities, missions, and oversight authorities, the total numbers did not match, and the question of “How many vehicles does the state have?” remained.

WV Code §5A-12 was passed on March 7, 2018, and emergency Rules were implemented on November 14, 2018. The Code and Rule established procedures for the use and yearly reporting of agencies’ fleet inventory and operating cost. The legislation outlines the agencies’ and FMD’s responsibilities. It also provides two enforcements checks: first, the DMV relicensing project that requires agencies to list their vehicles in wvOASIS fixed assets before a new plate will be issued (all state green plates expired on December 31, 2018, and the DMV relicensing project will ensure the accuracy of the state’s inventory); second, the State Auditor’s Office must conduct a spot compliance audit on not less than 20% of the state’s fleet annually to monitor operator, spending unit, and fleet coordinator records and reports for accuracy and compliance beginning July 1, 2019. The State Auditor shall report to FMD the findings of each spot compliance audit. The Auditor’s Office spot compliance ensures agencies are following the requirements in the WV Code §5A-12 and Legislative Rule 148-03.

WV Code §5A-12 State Vehicle Fleet Annual Report

WV Code §5A-12 requires the agencies to report on their vehicle inventory that they own and operate by October 31, 2018, and annually thereafter. FMD must submit a state fleet annual report to the Governor and the Joint Committee on Government and Finance by December 31, 2024. WV Code §5A-12-9 (b) provides an exemption, through the rule making process, for agencies not to use FMD’s services for maintenance and fueling that have established facilities that can perform and report on maintenance and fueling events per agencies and vehicle.

FMD sent the agencies an email on 9/11/2025 instructing them to verify the data in Holman database and wvOASIS. In addition, FMD sent an email on 9/11/2025 to those agencies that were granted an exemption to send their vehicle operation data for FY2025 by October 31, 2025. Appendix 2 contains a copy of the cabinet level Holman Fixed and Operating Expense FY25 and exempt agencies reporting is found in Appendix 3.

§5A-12-12 Reporting Requirements

WV Code §5A-12-12 required FMD to produce a report regarding the maintenance and operation of the state's vehicle fleet (1 ton and under) on or before December 31, 2019, and each December thereafter to the Governor's Office and Joint Committee on Government and Finance containing at a minimum:

1. The total number of state vehicles
2. The total number of vehicles operated by each spending unit
3. Total number of state vehicle miles driven
4. Total amount of fuel purchased and the total expenditures for annual maintenance, repair, and fuel expenditures, both in aggregate and by spending unit
5. Total number of miles and amount reimbursed for personal vehicle use and the amount reimbursed annually, both in aggregate and by spending unit
6. Total number of vehicles owned and operated by the division, including information on the total miles driven, and the annual expenditures for maintenance, repair, and fuel
7. The total annual indirect cost of operating the state vehicle fleet
8. A summary of complaints received concerning state vehicle usage
9. A summary of the State Auditor's spot compliance
10. The operation revenue and expenses of the division
11. Recommendations for any policy or statutory changes

Holman's LOV Report contains all operation costs for the life of the vehicle plus each vehicle's attributes. Holman's Fixed and Operation Expenses FY2025 provides the operations cost for fiscal year 2025 (FY2024) by Cabinet, Agency, and vehicle level. These reports will provide a baseline for future reporting and provide an area of focus for the Auditor's Office 20% spot compliance. These vehicle operations cost reports can be found in Appendix 2.

To protect any undercover vehicles, FMD has removed any vehicles' attributes that could be used to identify a vehicle from all the reports found in the appendices. FMD has made a key for each report in the appendices to supply the removed vehicle identifying attributes upon request.

Legislative Rule §148-23 was submitted by FMD exempting the Division of Highways, Parkways Authority, and Division of Natural Resources/Parks and Recreation from using both fueling and maintenance services. Courtesy Patrol, State Police, and State Rail Authority were granted a partial exemption from FMD's maintenance services. As of November 1, 2025, DNR/Parks, and The Department of Highways have provided agency vehicle operating cost data. Agencies exempt from using FMD's services must still report on their vehicle operations cost and all other requirements found in §5A-12-12. Exempt agencies' reports can be found in Appendix 3.

Cabinet Level Fleet Inventory

Inventory

Inventory by Cabinet Level

WV Code §5A-12-7 requires agencies to list all vehicles owned or operated into wvOASIS fixed assets.

Surplus Property requires agencies to confirm their inventory annually by July 15th.

FMD ran the wvOASIS FIN-AM-017 Vehicles by Department (FA17) report on November 01, 2025. Below is a chart listing the number of owned and operated motorized vehicles over and under 1 ton and licensed non-motorized units.

Included in the chart is a listing of the state's inventory found in Holman, along with inventory issues found when comparing the two databases. Monthly, FMD compares the two databases and informs wvOASIS, DMV, Surplus Property, and the agencies concerned of any discrepancies each quarter.

Below are graphs listing the state's inventory in Holman by Type, Manufacturer, and Year. FMD can provide additional inventory reports at the agency and department level upon request.

Appendix 1 contains the wvOASIS FA17 report and Holman inventory.

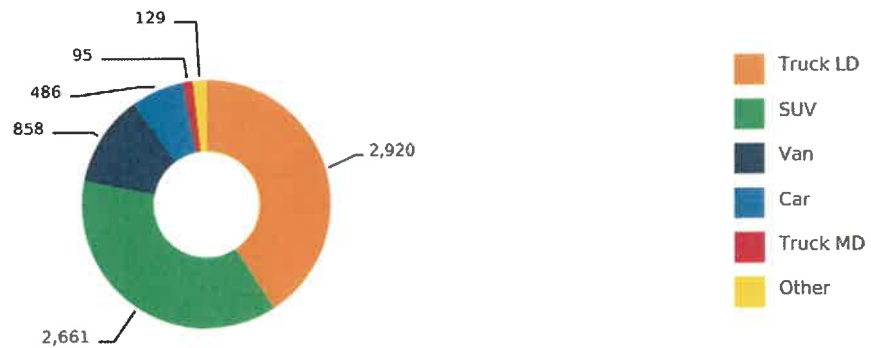
wvOASIS and Holman Inventory Chart

Inventory November 2025													
	# of One Ton & Under Vehicles (HOLMAN LOV Report)	Total # of Motorized Vehicles in wvOASIS (FA17)	# of One Ton and Under Vehicles in wvOASIS Fixed Assets, 02 (FA17)	# of Over One Ton Vehicles in wvOASIS Fixed Assets, 03 (FA17)	# of Licensed Leased Units in wvOASIS, 32 (FA17)	# of Licensed Non Motorized Units in wvOASIS, 50 (FA17)	# of Licensed Travel trailers in wvOASIS, 24 (FA17)	# of Licensed ATVs in wvOASIS, 85 (FA17)	# of leased Non-State Owned in wvOASIS, 33 (FA17)	# of Duplication Vin #'s in wvOASIS	# of Motorized Bad Vin #'s in wvOASIS	# of Vehicles Active in HOLMAN Not in wvOASIS	# of Vehicles Active in HOLMAN Not in wvOASIS MINUS NEW
Administration	49	71	60	5	1	15	0	0	5	0	0	0	0
Community College	90	132	91	40	1	39	2	0	0	0	0	0	0
Culture and History	11	11	11	0	0	3	1	0	0	0	0	0	0
Commerce	837	901	836	61	0	432	6	4	0	0	0	0	0
Health Human Resource	318	290	289	1	0	15	0	0	0	0	0	0	0
Economic Development	2	2	2	0	0	0	0	0	0	0	0	0	0
Education	38	52	40	12	0	0	0	0	0	0	0	0	0
Elected Office	198	204	188	16	0	54	10	0	0	0	0	0	0
Environmental Protection	370	355	353	2	0	49	0	0	0	0	0	0	0
Higher Ed	656	761	656	75	26	190	1	1	3	0	1	0	0
Homeland Security	1574	1680	1579	61	19	137	49	5	16	0	0	0	0
Judicial	16	19	18	1	0	0	0	0	0	0	0	0	0
Legislative	9	10	9	1	0	0	0	0	0	0	0	0	0
Miscellaneous	160	165	154	4	1	32	0	1	5	0	0	0	0
Quasis	189	258	194	64	0	60	0	0	0	0	0	0	0
Revenue	108	101	100	1	0	3	1	0	0	0	0	0	0
Senior Services	22	2	2	0	0	0	0	0	0	0	0	0	0
Tourism		2	2	0	0	1	0	0	0	0	0	0	0
Transportation	2196	3748	2266	1482	0	750	4	0	0	0	0	0	0
Veterans	20	21	19	2	0	4	0	0	0	0	0	0	0
Totals	6863	8785	6869	1828	48	1784	74	11	29	0	1	0	0

Inventory by Asset Type

Inventory by Asset Type

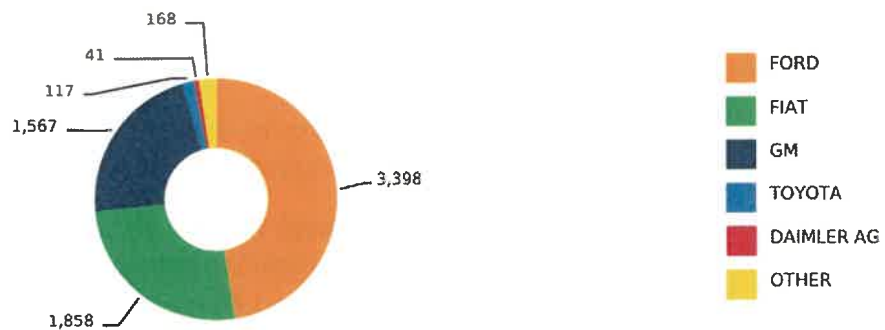
Active Vehicles



Inventory by Manufacturer

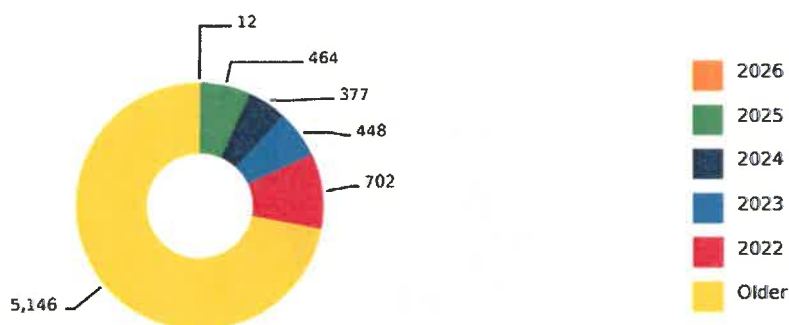
Inventory by Manufacturer

Active Vehicles



Inventory by Model Year

Inventory By Model Year Active Vehicles



Fleet Operations Cost

State of West Virginia Vehicle Operations Cost

WV Code §5A-12-3 gives FMD the authority to provide or contract for vehicle management services, including fueling and vehicle maintenance, and any other services necessary to properly manage the use of state vehicles.

WV Code §5A-12-9 (a) states each spending unit that owns, uses, or maintains a state vehicle shall utilize the management services provided by the Fleet Management Division for all state vehicles.

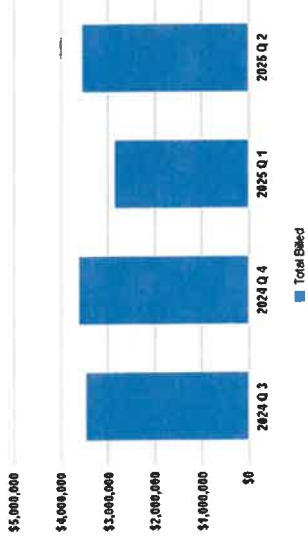
FMD provides fueling and maintenance services through Holman. Holman is the vendor that was awarded the Vehicle Management Contract that is solicited through the Purchasing Division. As of November 2025, FMD provided maintenance services to 3,606 vehicles and fueling services to 4,593 vehicles. In Appendix 2 is a report titled LOV Operating Cost V1-7 FY 2024 (LOV Report). The LOV Report lists each state owned or operated vehicle that uses FMD's services, along with the attributes and operation cost (fueling, maintenance, and fixed cost) for the life of the vehicle. Also in Appendix 2 is a report titled Fixed and Operating Expenses FY2025 ALL, this report lists all the state's vehicle operation costs (for vehicles that use FMD fueling and maintenance) for fiscal year 2025. Other fleet and travel expenses not facilitated by Holman can be found in the wvOASIS FIN-GL-146 report found in Appendix 5. Below is a the Fixed and Operating Cost for FY2025 for all state agencies and a breakout by Cabinet Level are located in Appndix 2. Please note that the chart below only contains data from vehicles using Holman fueling and maintenance services.

Cabinet Level Vehicle Operations Cost Chart

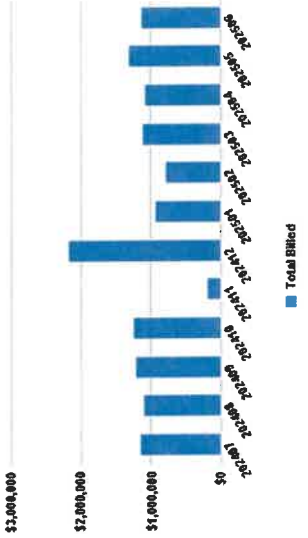
Expense Type	Expense Category	202407			202408			202409			202410			202411		
		Amount	%	# of Units	Amount	%	# of Units	Amount	%	# of Units	Amount	%	# of Units	Amount	%	# of Units
Fixed Expenses	Management Fees	\$19,805.91	1.7%	3650	\$20,241.91	1.8%	3678	\$20,725.91	1.7%	3685	\$22,205.41	1.8%	3701	\$15,073.66	7.2%	3700
	Sub-Total:	\$19,805.91	1.7%		\$20,241.91	1.8%		\$20,725.91	1.7%		\$22,205.41	1.8%		\$15,073.66	7.2%	
Operating Expenses	Accident Repairs	\$4,708.14	0.4%	9	\$9,466.76	0.8%	12	\$3,074.01	0.2%	10	\$11,785.30	0.9%	29	\$2,664.22	1.3%	8
	Equipment Fuel	\$10.39	0.0%	1				\$22.14	0.0%	2	\$56.94	0.0%	4			
	Fixed Costs															
	Fuel	\$838,666.90	71.3%	3190	\$791,089.62	70.3%	3136	\$808,499.38	65.4%	3169	\$836,397.09	65.9%	3259	\$38,762.96	18.6%	157
	Fuel Discount	(\$7,623.69)	-0.6%	3171	(\$7,647.41)	-0.7%	3136	(\$7,989.69)	-0.6%	3190	(\$7,243.11)	-0.6%	3208	(\$398.22)	-0.2%	160
	License And Title							\$0.00	0.0%	1						
	Maintenance Repairs	\$216,132.31	18.4%	529	\$238,296.61	21.2%	486	\$250,402.68	20.2%	632	\$290,620.98	22.9%	620	\$114,078.16	54.7%	197
	Misc	\$149.92	0.0%	3	\$126.00	0.0%	2	\$16,178.90	1.3%	1	\$124.79	0.0%	1			
	Oil And Lube	\$37,022.67	3.1%	453	\$34,242.73	3.0%	404	\$47,862.83	3.9%	544	\$44,168.80	3.5%	481	\$12,207.77	5.9%	151
	Parking And Tolls	\$30.98	0.0%	1				\$21.00	0.0%	1	\$38.85	0.0%	1	\$141.75	0.1%	1
	Taxes	\$6.40	0.0%	2				\$29.64	0.0%	2						
	Tires	\$61,592.70	5.2%	302	\$30,067.69	2.7%	235	\$87,559.50	7.1%	392	\$55,094.28	4.3%	321	\$21,244.09	10.2%	101
	Warranty Credit															
	Wash And Polish	\$6,025.78	0.5%	112	\$9,455.19	0.8%	110	\$10,374.46	0.8%	118	\$15,086.44	1.2%	129	\$4,786.89	2.3%	23
	Sub-Total:	\$1,156,722.50	98.3%		\$1,105,097.19	98.2%		\$1,216,034.85	98.3%		\$1,246,130.36	98.2%		\$193,487.62	92.8%	
Grand Total:		\$1,176,528.41	100.0%		\$1,125,339.10	100.0%		\$1,236,760.76	100.0%		\$1,268,335.77	100.0%		\$208,561.28	100.0%	

202412			202501			202502			202503			202504			202505			202506		
Amount	%	# of Units	Amount	%	# of Units	Amount	%	# of Units	Amount	%	# of Units	Amount	%	# of Units	Amount	%	# of Units	Amount	%	# of Units
\$27,627.66	1.3%	3724	\$21,548.41	2.2%	3738	\$21,604.41	2.7%	3727	\$21,760.37	1.9%	3680	\$21,473.12	1.9%	3707	\$21,720.62	1.6%	3702	\$22,018.88	1.9%	3724
\$27,627.66	1.3%		\$21,548.41	2.2%		\$21,604.41	2.7%		\$21,760.37	1.9%		\$21,473.12	1.9%		\$21,720.62	1.6%		\$22,018.88	1.9%	
\$10,923.11	0.5%	28	\$5,374.30	0.6%	10	\$6,021.65	0.7%	12	\$9,092.78	0.8%	19	\$8,407.44	0.8%	20	\$8,643.11	0.6%	18	\$8,528.67	0.7%	26
																		\$16.87	0.0%	3
						\$471.45	0.1%	1												
\$1,447,422.11	65.8%	3536	\$560,870.18	58.5%	3006	\$534,122.98	66.0%	2810	\$729,500.86	63.8%	3120	\$731,794.73	65.7%	3212	\$850,013.86	63.3%	3283	\$692,416.57	59.7%	3195
(\$14,358.88)	-0.7%	3551	(\$5,725.85)	-0.6%	3043	(\$5,137.79)	-0.6%	2810	(\$6,175.77)	-0.5%	3067	(\$7,028.69)	-0.6%	3220	(\$8,316.06)	-0.6%	3283	(\$6,308.36)	-0.5%	3168
																				\$0.00
\$470,234.92	21.4%	929	\$253,426.41	26.4%	466	\$195,353.62	24.2%	439	\$265,196.68	23.2%	561	\$273,253.95	24.5%	481	\$322,457.15	24.0%	633	\$345,934.77	29.9%	495
\$875.41	0.0%	3	\$751.98	0.1%	2	\$40.83	0.0%	1	\$856.10	0.1%	12	\$105.55	0.0%	1	\$216.57	0.0%	3	\$611.95	0.1%	13
\$76,615.37	3.6%	847	\$33,940.67	3.5%	361	\$29,433.61	3.6%	339	\$50,361.73	4.4%	493	\$37,045.24	3.3%	416	\$54,196.51	4.0%	583	\$43,927.80	3.8%	452
									\$56.70	0.0%	1									\$289.28
			\$3.20	0.0%	1	\$6.40	0.0%	2	\$16.00	0.0%	5									\$116.69
\$162,549.38	7.4%	621	\$80,541.59	8.4%	298	\$25,362.89	3.1%	199	\$69,423.38	6.1%	356	\$42,858.51	3.8%	290	\$87,840.98	6.5%	443	\$41,407.63	3.6%	296
									(\$673.50)	-0.1%	1					(\$4,773.00)	-0.4%	2		
\$14,841.69	0.7%	171	\$7,809.72	0.8%	62	\$1,812.70	0.2%	34	\$4,063.94	0.4%	98	\$6,195.38	0.8%	89	\$10,588.86	0.8%	120	\$10,029.25	0.9%	113
\$2,171,105.11	98.7%		\$936,992.20	97.8%		\$787,288.34	97.3%		\$1,121,718.90	98.1%		\$1,092,632.11	98.1%		\$1,320,923.03	98.4%		\$1,137,565.15	98.1%	
\$2,198,732.77	100.0%		\$958,540.61	100.0%		\$808,892.75	100.0%		\$1,143,479.27	100.0%		\$1,114,105.23	100.0%		\$1,342,643.65	100.0%		\$1,159,584.03	100.0%	
																				\$13,741,503.63

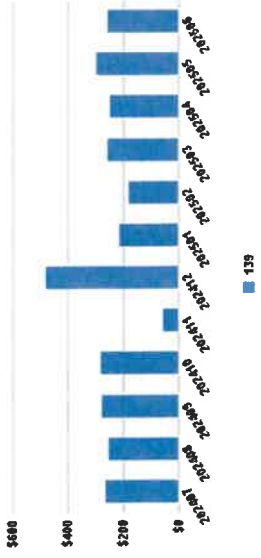
Operating Expenses By Quarter



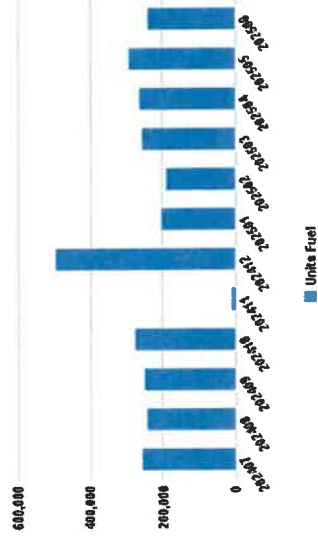
Operating Expenses By Month



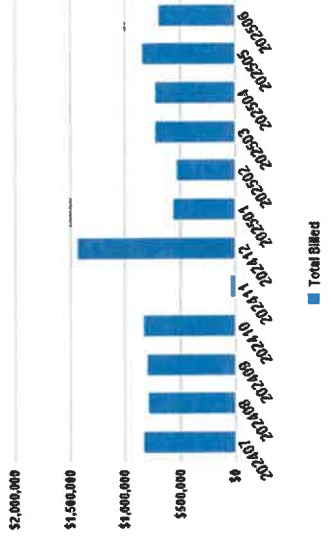
Cost Per Veh Per Month



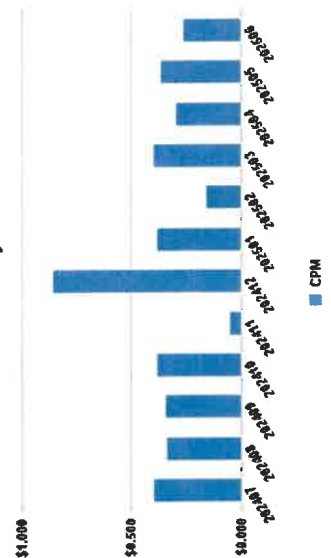
Fuel Gallons By Month



Fuel Expenses By Month



Cost Per Mile By Month



Exempt Agencies Reporting

On September 11, 2025, FMD sent the exempt agencies Agency Fleet Coordinators (AFCs) an email requesting they provide their fleet operation cost by October 31, 2025, as required by WV Code §5A-12-10, Annual reports by spending units.

Rule §148-23 exempted Division of Highways, Parkways Authority, and Division of Natural Resources/Parks and Recreation from using both fueling and maintenance services. Courtesy Patrol, State Police, and State Rail Authority were granted a partial exemption from FMD's maintenance services.

As of November 1, 2025, DNR/Parks provided agency vehicle operating cost data. Agencies exempt from using FMD's services must still report on their vehicle operations cost and all other requirements found in §5A-12. Exempt agencies reports can be found in Appendix 3.

§5A-12, Other Requirements

Below is a chart listing the other agency reporting requirements, the appointment of an AFC that completed mandatory training during FY25, and a list of agencies that maintain a list of noncompensatory drivers. The agencies reporting on noncompensatory drivers can be found in Appendix 6.

Cabinet Level	Dept	Agency	AFC	Other Business	Other Business Date	Under-Utilization Forma Volded Notification	Noncompensatory Driver spreadsheet returned by July	Utilization SEV & ERV Exemption Notification	Utilization SEV & ERV Agency Log Received July 31	AFC FY Vehicle Data Notification	New AFC In FY / Attendee?	FY AFC Training
EL	1300	TREASURER	ASHLEY SMOLDER								Lane Carlo	1/10/2025
HE	0485	GLENVILLE	CASEY SMOLA								Cody Moore	1/16/2025
AD	0233	REAL ESTATE	KERRI GASTON								Ronald Pleasant	2/11/2025
CC	0444	MOUNTWEST	RODNEY PELL								Peter Smith	3/3/2025
EL	1200	AUDITORS	MATTHEW HOLBROOK								Matthew Holbrook	4/21/2025
LE	2300	CSI	KENNETH MCCORD								Jesse Bailes	4/21/2025
LE	2300	CSI	KENNETH MCCORD								Pat Boone	4/21/2025
HS	0606	EMERGE MANG	MILISA BALL								Milisa Ball	4/28/2025
CC	0445	NEW RIVER	DANNY WHITE								Brad Mankins	5/8/2025
CO	0323	WORKFORCE	PAUL BABBITT								Paul Babbitt	5/8/2025
EC	0307	DEV OFFICE	HANNAH FAEGRE								Sonia Alfaro	5/15/2025
EL	1200	AUDITORS	MATTHEW HOLBROOK								Thomas Kasey	5/17/2025
CH	0439	ED BROADCAST	DALE MALCOMB								Brad Minder	7/15/2025
HE	0441	POLICY COMM	KELLEY SMITH								Cindy Anderson	6/10/2025
HE	0441	POLICY COMM	KELLEY SMITH								Matt Turner	6/10/2025
LE	2300	CSI	KENNETH MCCORD								Kayla Hill	6/10/2025
LE	2300	CSI	KENNETH MCCORD								Delilah Barker	6/10/2025
AD	0216	FMD	LORI HARPER								Lori Harper	9/12/2025
HS	0608	CR CENT OFF	REGGIE SMITH	Agency Review	10/1/2025						Teresa Taylor	
AD	0216	FMD	LORI HARPER	Agency Review	10/8/2025						Lori Harper	
HS	0608	RJ CENT OFF	REGGIE SMITH	Agency Review	10/9/2025						Teresa Taylor	
CO	0305	FORESTRY	ANDREW NUNN	Agency Review	10/9/2025						Lori Harper	
HS	0608	JS CENT OFF	REGGIE SMITH	Agency Review	10/20/2025						Teresa Taylor	
CO	0308	LABOR	SYDNEY WEIKLE	Agency Review	10/17/2025						Lori Harper	
CO	0323	WORKFORCE	PAUL BABBITT	Agency Review	10/13/2025						Lori Harper	
ED	0403	DEAF BLIND	LORI DAWSON	Agency Review	10/14/2025						Teresa Taylor	
VE	0518	VET HOME	RON DEAL	Agency Review	10/20/2025						Teresa Taylor	
CO	0307	DEV CORWA ADV	DIANA HOLCOMB	Agency Review	10/25/2025						Lori Harper	
DH	0510	DH HUM RIGHT	CANDICE CANTRELL	Agency Review	11/6/2025						Lori Harper	
CO	0314	MHST	TOM MCCLURE	Agency Review	11/7/2025						Lori Harper	
HS	0606	EMERGE MANG	MILISA BALL	Agency Review	11/10/2025						Teresa Taylor	
AD				Annual Reporting		5/30/2025	5/30/2025	5/30/2025			Beth Redden	
AD			ABBY MOORE			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
AD			AMBER HAWKINS			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
AD			CARL BALDWIN			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
AD			FRANKLIN Sisson			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
AD			KERRI GASTON			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
AD			ROBRI CASTO			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
AD			SANDRA HENSON			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
AD			SARAH TIGNOR			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CC			BASRA FAKHIR			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CC			BRENT DOTSON			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CC			BRIAN CUSO			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CC			CHRISTOPHER BAER			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CC			DAVID WILLIAMS			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CC			JAENNAE SNYDER			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CC			KEITH POLES			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CC			MARIANNE STACKHOUSE			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CC			PETER SMITH			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CC			VELVA PERHINGTON			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CH			DALE MALCOMB			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CH			SAM CALVERT			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CH			WOODIE DORSEN			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CO			AMANDA SCARBERRY			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CO			ANTHONY EVANS			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CO			DIANA HOLCOMB			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CO			HANNA LAW			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CO			JUSTIN PETTRY			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CO			PAUL BABBITT			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CO			TAMMY THOMAS			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
CO			TOM MCCLURE			5/30/2025	5/30/2025	5/30/2025			Beth Redden	

Cabinet Level	Dept	Agency	AFC	Other Business	Other Business Date	Under-Utilization Forms Voided Notification	Noncompensatory Driver spreadsheet returned by July	Utilization SEV & ERV Exemption Notification	Utilization SEV & ERV Agency Log Received July 31st	AFC FY Vehicle Data Notification	New AFC in FY / Attendee?	FY AFC Training
DH			LEIGH JACKSON			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
EC			HANNAH FAEGRE			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
ED			LISA WILKINSON			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
ED			LORI DAWSON			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
EL			MIKE DAVIS			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
EL			ALAN CLEMANS			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
EL			CHARLES HITT			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
EL			ERIC MILLER			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
EL			HOPE PETERSON			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
EL			LANE CASTO			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
EL			MATTHEW HOLBROOK			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
EN			CATHLEEN SALMONS			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
EN			STEVE BRIGHTWELL			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HE			BELVA HIGGINS			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HE			CODY MOORE			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HE			ELIZABETH TAPPAN			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HE			HEATHER BARNES			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HE			JACK ANNETT			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HE			JOELLEN RALPHSNYDER			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HE			KAREN FISCHER			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HE			KAY KIRK			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HE			KEITH PYLES			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HE			KELLEY SMITH			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HE			KEVIN WILLIAMS			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HE			MYRNA THOMAS			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HE			TINA GONZALES			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HS			MARK YOST			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HS			MILISA BA			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HS			PAULA TOTTEH			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HS			REGGIE SMITH			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
HS			STEPHANIE TILLER			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
JU			JARED SIZEMORE			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
LE			KENNETH MCCORD			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
MI			JASON GRAVES			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
MI			LINDA HAWKINS			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
MI			LORI SUTTON			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
QU			MICHAEL DAILEY			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
QU			DONNIE PRICE			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
QU			MARK YOST			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
RE			JULIA JONES			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
RE			MATTHEW FARLEY			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
RE			STUART ELLIS			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
RE			TAMMY LAMBERT			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
SR			MONICA ROGERS			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
TM			SARAH SMITHSON			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
TR			ADAM CASCIETTA			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
TR			ERIK HALL			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
TR			JEFF PIFER			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
TR			THOMASENA COOPER			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
VE			RON DEAL			5/30/2025	5/30/2025	5/30/2025			Beth Redden	
AD				Annual Reporting					9/11/2025			
AD			AMBER HAWKINS							9/11/2025	Beth Redden	
AD			CARL BALDWIN							9/11/2025	Beth Redden	
AD			FRANKLIN SIESSON							9/11/2025	Beth Redden	
AD			LORI HARPER							9/11/2025	Beth Redden	
AD			ROBIN CASTO							9/11/2025	Beth Redden	
AD			RONALD PLEASANT							9/11/2025	Beth Redden	
AD			SANDRA NENSON							9/11/2025	Beth Redden	
AD			SARAH TIGNOR						7/31/2025			
CC			BASRA FAKHIR							9/11/2025	Beth Redden	
CC			BRAD MANKINS							9/11/2025	Beth Redden	
CC			BRENT DOTSON							9/11/2025	Beth Redden	
CC			CHRISTOPHER BARN						7/31/2025			
CC			DAVID WILLIAMS							9/11/2025	Beth Redden	
CC			JAKENAE SNYDER							9/11/2025	Beth Redden	
CC			KEITH PYLES							9/11/2025	Beth Redden	
CC			MARIANNE STACKHOUSE							9/11/2025	Beth Redden	
CC			PETER SMITH							9/11/2025	Beth Redden	
CH			VELVA PENNINGTON						7/31/2025			
CH			DALE MALCOMB							9/11/2025	Beth Redden	
CH			SAM CALVERT							9/11/2025	Beth Redden	
CH			WOODIE DORSEN							9/11/2025	Beth Redden	
CO			AMANDA SCARBERRY							9/11/2025	Beth Redden	
CO			ANTHONY EVANS							9/11/2025	Beth Redden	
CO			DIANA HOLCOMB							9/11/2025	Beth Redden	
CO			HANNA LAW						7/31/2025			
CO			JUSTIN PETTRY							9/11/2025	Beth Redden	
CO			PAUL BABBITT							9/11/2025	Beth Redden	
CO			TAMMIE THOMAS							9/11/2025	Beth Redden	
CO			TOM MCCURE							9/11/2025	Beth Redden	
DH			CANDICE CANTRELL							9/11/2025	Beth Redden	
ED			SONIA ALFARO							9/11/2025	Beth Redden	
ED			LISA WILKINSON							9/11/2025	Beth Redden	
ED			LORI DAWSON							9/11/2025	Beth Redden	
ED			MIKE DAVIS							9/11/2025	Beth Redden	
EL			ALAN CLEMANS							9/11/2025	Beth Redden	
EL			CHARLES HITT							9/11/2025	Beth Redden	
EL			ERIC MILLER							9/11/2025	Beth Redden	
EL			HOPE PETERSON							9/11/2025	Beth Redden	
EL			KAYLA HILL							9/11/2025	Beth Redden	
EL			LANE CASTO							9/11/2025	Beth Redden	
EL			THOMAS KASEY							9/11/2025	Beth Redden	
EN			SARAH RONCAGLIONE						7/31/2025			
EN			STEVE BRIGHTWELL							9/11/2025	Beth Redden	
HE			ALAN HUDDLESTON							9/11/2025	Beth Redden	
HE			BELVA HIGGINS							9/11/2025	Beth Redden	
HE			CINDY ANDERSON							9/11/2025	Beth Redden	
HE			CODY MOORE							9/11/2025	Beth Redden	
HE			ELIZABETH TAPPAN							9/11/2025	Beth Redden	
HE			HEATHER BARNES							9/11/2025	Beth Redden	
HE			JACK ANNETT							9/11/2025	Beth Redden	
HE			JOELLEN RALPHSNYDER							9/11/2025	Beth Redden	
HE			KAREN FISCHER							9/11/2025	Beth Redden	
HE			KAY KIRK							9/11/2025	Beth Redden	
HE			KEITH PYLES							9/11/2025	Beth Redden	
HE			KEVIN WILLIAMS							9/11/2025	Beth Redden	
HE			TINA GONZALES							9/11/2025	Beth Redden	

Cabinet Level	Dept	Agency	AFC	Other Business	Other Business Date	Under-Utilization Forms Voided Notification	Noncompensatory Driver spreadsheet returned by July	Utilization SEV & ERV Exemption Notification	Utilization SEV & ERV Agency Log Received July 31	AFC FY Vehicle Data Notification	New AFC In FY / Attendee?	FY AFC Training
HS			MARK YOST							9/11/2025 Beth Redden		
HS			MILISA BALL							9/11/2025 Beth Redden		
HS			PAULA TOTTON							9/11/2025 Beth Redden		
HS			REGGIE SMITH							9/11/2025 Beth Redden		
HS			STEPHANIE TILLER						7/31/2025	9/11/2025 Beth Redden		
JU			JARED SIZEMORE							9/11/2025 Beth Redden		
LE			JESSE BAILES							9/11/2025 Beth Redden		
MI			JASON GRAVES							9/11/2025 Beth Redden		
MI			LYDIA HAWKINS							9/11/2025 Beth Redden		
MI			LORI SUTTON							9/11/2025 Beth Redden		
OU			MICHAEL DAILEY							9/11/2025 Beth Redden		
OU			DONNIE PRICE							9/11/2025 Beth Redden		
RE			MARK YOST							9/11/2025 Beth Redden		
RE			JULIA JONES							9/11/2025 Beth Redden		
RE			MATTHEW FAIRLEY							9/11/2025 Beth Redden		
RE			STUART ELLIS							9/11/2025 Beth Redden		
RE			TAMMY LAMBERT							9/11/2025 Beth Redden		
SR			MONICA ROGERS							9/11/2025 Beth Redden		
TM			SARAH SMITHSON							9/11/2025 Beth Redden		
TR			ADAM CASSETTA							9/11/2025 Beth Redden		
TR			ERIK HALL							9/11/2025 Beth Redden		
TR			JEFF PIFER							9/11/2025 Beth Redden		
TR			THOMASENA COOPER							9/11/2025 Beth Redden		
VE			RON DEAL							9/11/2025 Beth Redden		

Travel Reimbursements and Vehicle Rental Expenses

WV Code §5A-12-12 (5) The total number of miles reimbursed for personal vehicle use and the amount reimbursed annually, both in aggregate and by spending unit.

In order to provide a consistent report by aggregate and spending unit, FMD ran the wvOASIS WV-FIN-GL-146 report using the object and sub-object codes provided by the wvOASIS Finance Team that agencies should use to capture travel reimbursements and rental expenses. Below is a summary report by Object code. Appendix 5 contains the entire report by Object and Sub Object code.

CABINET	DEPT	DEPARTMENT	REIMBURSEMENT	TRAVEL EMPLOYEE	TRAVEL NON EMPL	VEHICLE IMPROV	VEHICLE OPERATI	VEHICLE RENTAL	VEHICLE REPAIRS	GRAND TOTAL
ELECTED OFFICIALS	0100	GOVERNORS OFFICE		\$8,288.21			\$7,293.76	\$1,492.84	\$7,105.76	\$24,180.57
DEPARTMENT OF ADMINISTRATION	0201	SECRETARY OF ADMINISTRATION		\$499.19				\$127.18		\$626.37
DEPARTMENT OF ADMINISTRATION	0203	CONSOLIDATED PUBLIC RETIREMENT BOARD		\$5,059.78	\$8.51		\$149.17	\$2,982.15		\$8,109.61
DEPARTMENT OF ADMINISTRATION	0209	FINANCE DIVISION		\$1,003.32			\$2,328.37	(\$1,098.73)		\$2,231.96
DEPARTMENT OF ADMINISTRATION	0210	INFORMATION SERVICES AND COMMUNICATIONS					\$1,545.68	\$4,862.00		\$6,407.68
DEPARTMENT OF ADMINISTRATION	0211	GENERAL SERVICES DIVISION		\$582.09			\$46,859.81	\$12,879.59	\$5,730.48	\$68,031.08
DEPARTMENT OF ADMINISTRATION	0213	PURCHASING DIVISION		\$7,190.18		\$1,979.59	\$5,904.30	\$338.70	\$3,462.97	\$18,875.72
DEPARTMENT OF ADMINISTRATION	0214	SURPLUS PROPERTY		\$465.05			\$142.28	\$132.00		\$739.33
DEPARTMENT OF ADMINISTRATION	0215	AVIATION DIVISION		\$615.12	\$952.90			\$132.00	\$405,130.15	\$406,830.17
DEPARTMENT OF ADMINISTRATION	0216	FLEET MANAGEMENT DIVISION		\$125.28			\$202,411.03	\$86,778.30		\$289,312.61
DEPARTMENT OF ADMINISTRATION	0218	BOARD OF RISK AND INSURANCE MANAGEMENT		\$1,230.39			\$531.56	\$132.00		\$1,893.95
DEPARTMENT OF ADMINISTRATION	0219	PUBLIC EMPLOYEES GRIEVANCE BOARD		\$94.48						\$94.48
DEPARTMENT OF ADMINISTRATION	0220	ETHICS COMMISSION		\$1,652.54						\$1,652.54
DEPARTMENT OF ADMINISTRATION	0221	PUBLIC DEFENDER SERVICES		\$1,094.71				\$1,291.77		\$2,386.48
DEPARTMENT OF ADMINISTRATION	0222	DIVISION OF PERSONNEL		\$201.84				\$2,691.39		\$2,893.33
DEPARTMENT OF ADMINISTRATION	0224	COMMODITIES AND SERVICES FROM THE HANDICAPPED		\$70.00						\$70.00
DEPARTMENT OF ADMINISTRATION	0225	PUBLIC EMPLOYEES INSURANCE AGENCY		\$4,747.42				\$627.47		\$5,374.89
DEPARTMENT OF ADMINISTRATION	0228	PROSECUTING ATTORNEYS INSTITUTE		\$1,869.69	\$4,557.02					\$6,426.71
DEPARTMENT OF ADMINISTRATION	0231	OFFICE OF TECHNOLOGY		\$90,722.56			\$25,665.58	\$80,482.03		\$176,870.17
DEPARTMENT OF ADMINISTRATION	0232	RETIREE HEALTH BENEFIT TRUST FUND		\$142.71						\$142.71
DEPARTMENT OF ADMINISTRATION	0233	REAL ESTATE DIVISION					\$17,115.67	\$1,577.45		\$18,693.12

CABINET	DEPT	DEPARTMENT	REIMBURSEMENT	TRAVEL EMPLOYE	TRAVEL NON EMP	VEHICLE IMPRC	VEHICLE OPERA	VEHICLE RENT	VEHICLE REPAIR	GRAND TOTAL
DEPARTMENT OF REVENUE	0303	DIVISION OF FINANCIAL INSTITUTIONS		\$62,081.26						\$62,081.26
DEPARTMENT OF TOURISM	0304	WEST VIRGINIA DEPARTMENT OF TOURISM		\$2,324.62	\$7,269.43		\$1,478.84	\$1,153.44		\$12,226.33
DEPARTMENT OF COMMERCE	0305	DIVISION OF FORESTRY		\$8,314.53	\$1,810.07		\$181,270.43	\$101,160.70	\$42,587.84	\$333,143.57
DEPARTMENT OF COMMERCE	0306	GEOLOGICAL AND ECONOMIC SURVEY		\$1,467.07			\$2,132.52	\$10,161.29	\$5,610.38	\$19,371.26
DEPARTMENT OF ECONOMIC DEVELOPMENT	0307	WEST VIRGINIA DEPARTMENT OF ECONOMIC DEVELOPMENT		\$107,184.19	\$585.58		\$5,363.11	\$1,062.00	\$2,953.25	\$117,178.13
DEPARTMENT OF COMMERCE	0308	DIVISION OF LABOR		\$33,751.17			\$72,189.59	\$5,880.00	\$40,112.77	\$160,933.53
DEPARTMENT OF COMMERCE	0310	DIVISION OF NATURAL RESOURCES		\$76,778.32	\$1,250.38	\$174,082.89	\$913,778.48	\$77,236.54	\$419,716.06	\$1,662,850.65
ENVIRONMENT	0312	SOLID WASTE MANAGEMENT BOARD		\$1,372.38	\$7,850.88		\$1,308.62	\$288.00	\$1,000.00	\$11,817.66
ENVIRONMENT	0313	DEPARTMENT OF ENVIRONMENTAL PROTECTION		\$138,644.01	\$1,595.83	\$85,843.00	\$561,818.08	\$499,929.48	\$388,558.48	\$1,674,190.53
DEPARTMENT OF COMMERCE	0314	DIVISION OF MINERS HEALTH, SAFETY AND TRAINING		\$16,911.34	\$536.89		\$126,307.57	\$168,970.38	\$81,389.99	\$394,175.05
ENVIRONMENT	0315	OIL AND GAS CONSERVATION COMMISSION		\$4,423.78						\$4,423.78
MISCELLANEOUS	0316	WATER DEVELOPMENT AUTHORITY		(\$169.77)						(\$169.77)
DEPARTMENT OF COMMERCE	0319	BOARD OF COAL MINE HEALTH AND SAFETY		\$17,215.26						\$17,215.26
DEPARTMENT OF COMMERCE	0323	WORKFORCE WEST VIRGINIA		\$48,242.28			\$4,099.72	\$768.00	\$1,850.61	\$54,960.61
DEPARTMENT OF COMMERCE	0327	SECRETARY OF COMMERCE		\$6,437.09						\$6,437.09
DEPARTMENT OF EDUCATION	0402	DEPARTMENT OF EDUCATION		\$617,047.67	\$144,858.68		\$18,329.11	\$6,032.81		\$786,268.27
DEPARTMENT OF EDUCATION	0403	WEST VIRGINIA SCHOOLS FOR THE DEAF AND THE BLIND		\$25,066.82			\$61,614.20	\$13,020.70	\$33,395.70	\$133,097.42
DEPARTMENT OF EDUCATION	0404	SCHOOL BUILDING AUTHORITY		\$3,775.25	\$2,182.68		\$2,802.61	\$656.55		\$9,219.09
DEPARTMENT OF EDUCATION	0405	WEST VIRGINIA PROFESSIONAL CHARTER SCHOOL BOARD		\$1,368.14						\$1,368.14
COUNCIL FOR C&T COLLEGE EDUCATION	0420	COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE EDUCATION		\$38,674.90	\$5,319.54			(\$3.00)		\$43,991.44
DEPARTMENT OF ARTS, CULTURE, AND HISTORY	0432	DIVISION OF CULTURE AND HISTORY		\$34,142.90	\$16,559.35		\$243.65	\$3,574.94	\$2,917.04	\$57,437.88
DEPARTMENT OF ARTS, CULTURE, AND HISTORY	0439	EDUCATIONAL BROADCASTING AUTHORITY		\$3,078.34			\$22,577.37	\$7,414.34	\$171.53	\$34,141.58
HIGHER EDUCATION POLICY COMMISSION	0441	HIGHER EDUCATION POLICY COMMISSION - ADMINISTRATION		\$177,086.03	\$11,180.44		\$555.80	\$307.85		\$189,130.09
HIGHER EDUCATION POLICY COMMISSION	0442	HIGHER EDUCATION POLICY COMMISSION - SYSTEM			\$1,120.30					\$1,120.30
COUNCIL FOR C&T COLLEGE EDUCATION	0444	MOUNTWEST COMMUNITY AND TECHNICAL COLLEGE		\$25,005.79			\$1,752.24	\$295.20		\$27,053.23
COUNCIL FOR C&T COLLEGE EDUCATION	0445	NEW RIVER COMMUNITY AND TECHNICAL COLLEGE		\$69,223.64			\$16,236.10	\$6,135.96	\$3,274.91	\$84,670.61
COUNCIL FOR C&T COLLEGE EDUCATION	0446	PIERPONT COMMUNITY AND TECHNICAL COLLEGE		\$106,254.43	\$5,832.10		\$1,718.18	\$14,016.25	\$958.46	\$128,779.42
COUNCIL FOR C&T COLLEGE EDUCATION	0447	BLUE RIDGE COMMUNITY AND TECHNICAL COLLEGE		\$24,796.31			\$10,780.33		\$6,530.57	\$42,107.21
HIGHER EDUCATION POLICY COMMISSION	0483	WEST VIRGINIA UNIVERSITY		\$8,289,178.02	\$284,341.50		\$304,052.46	\$1,113,118.98	\$247,104.83	\$10,237,793.79
COUNCIL FOR C&T COLLEGE EDUCATION	0484	WEST VIRGINIA UNIVERSITY AT PARKERSBURG		\$199,243.83	\$4,951.03		\$3,879.87	\$3,731.06	\$2,330.53	\$154,136.12
HIGHER EDUCATION POLICY COMMISSION	0471	MARSHALL UNIVERSITY		\$6,332,652.51	\$100,970.27		\$73,624.44	\$592,489.88	\$25,378.05	\$7,125,095.15
HIGHER EDUCATION POLICY COMMISSION	0476	WEST VIRGINIA SCHOOL OF OSTEOPATHIC MEDICINE		\$530,777.83	\$105,211.32		\$43,688.98	\$11,063.66		\$751,039.79
HIGHER EDUCATION POLICY COMMISSION	0482	BLUEFIELD STATE UNIVERSITY		\$137,535.87	\$421,392.29		\$36,066.18	\$131,087.61	\$3,574.19	\$731,886.12
HIGHER EDUCATION POLICY COMMISSION	0483	CONCORD UNIVERSITY		\$711,790.51	\$125,736.77			\$331,932.68	\$6,220.87	\$1,175,680.83
HIGHER EDUCATION POLICY COMMISSION	0484	FAIRMONT STATE UNIVERSITY		\$939,429.54	\$112,628.21		\$153,327.19	\$243,099.51	\$18,851.40	\$1,465,635.85
HIGHER EDUCATION POLICY COMMISSION	0485	GLENVILLE STATE UNIVERSITY		\$445,356.57	\$43,105.26		\$14,040.81	\$26,122.53	\$75,251.09	\$603,876.28
HIGHER EDUCATION POLICY COMMISSION	0488	SHEPHERD UNIVERSITY		\$127,875.84	\$442,438.89		\$24,916.74	\$324,473.62	\$11,702.38	\$831,208.47

CABINET	DEPT	DEPARTMENT	REIMBURSEMENT	TRAVEL EMPLOYE	TRAVEL NON EMP	VEHICLE IMPR	VEHICLE OPERA	VEHICLE RENT	VEHICLE REPAIR	GRAND TOTAL
COUNCIL FOR C&T COLLEGE EDUCATION	0487	SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE		\$76,416.28			\$7,078.23	\$1,327.84	\$18,074.00	\$103,796.15
HIGHER EDUCATION POLICY COMMISSION	0488	WEST LIBERTY UNIVERSITY		\$142,810.04	\$390,983.96		\$11,740.87	\$224,888.22	(\$53,261.20)	\$716,741.89
COUNCIL FOR C&T COLLEGE EDUCATION	0489	WEST VIRGINIA NORTHERN COMMUNITY AND TECHNICAL COLLEGE		\$88,691.81	\$4,195.48		\$81,829.74	\$15,300.18	\$9,779.46	\$199,596.68
HIGHER EDUCATION POLICY COMMISSION	0490	WEST VIRGINIA STATE UNIVERSITY		\$11,100.06	\$3,277.68		\$32,969.47	\$330,844.35	\$3,867.60	\$382,059.17
COUNCIL FOR C&T COLLEGE EDUCATION	0492	EASTERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE		\$68,206.68	\$254.00		\$3,205.83	\$990.00	\$6,196.68	\$78,853.20
COUNCIL FOR C&T COLLEGE EDUCATION	0493	BRIDGE VALLEY COMMUNITY AND TECHNICAL COLLEGE		\$204,693.29	\$28,610.91		\$12,006.39	\$10,248.80	\$14,104.36	\$269,663.75
HIGHER EDUCATION POLICY COMMISSION	0495	WEST VIRGINIA NETWORK FOR EDUCATIONAL TELECOMPUTING		\$2,407.75				\$109.70		\$2,517.45
DEPARTMENT OF HEALTH	0501	SECRETARY OF HEALTH AND HUMAN RESOURCES		\$93,005.40	\$567.18		\$8,794.46	\$938,930.91	\$5,034.07	\$1,046,332.02
MISCELLANEOUS DEPARTMENT OF HEALTH	0505	BOARD OF BARBERS AND COSMETOLOGISTS		\$7,435.53			\$1,135.75	\$1,146.56	\$1,139.84	\$20,857.68
DEPARTMENT OF HEALTH	0506	DIVISION OF HEALTH		\$132,085.07	\$3,605.11		\$68,793.36	\$186,261.32	\$39,836.72	\$480,361.58
DEPARTMENT OF HEALTH	0507	HEALTH CARE AUTHORITY			\$163.20					\$163.20
BUREAU OF SENIOR SERVICES	0508	BUREAU OF SENIOR SERVICES		\$3,784.66			\$1,275.78	\$5,594.13		\$10,654.55
DEPARTMENT OF HEALTH	0510	HUMAN RIGHTS		\$377.88	\$434.14		\$1,021.94	\$6,829.14		\$8,663.10
DEPARTMENT OF HUMAN SERVICES	0511	DIVISION OF HUMAN SERVICES		\$1,433,857.99	\$2,141.46		\$112,313.39	\$1,057,446.83	\$93,961.38	\$3,299,720.85
DEPARTMENT OF HEALTH FACILITIES	0512	DEPARTMENT OF HEALTH FACILITIES		\$27,256.82	\$199.20		\$49,797.81	\$127,063.17	\$70,923.73	\$275,240.83
DEPARTMENT OF HEALTH	0513	OFFICE OF THE INSPECTOR GENERAL		\$39,913.01			\$26,821.94	\$65,380.21	\$9,193.31	\$163,118.37
DEPARTMENT OF HOMELAND SECURITY	0601	SECRETARY OF DEPARTMENT OF HOMELAND SECURITY		\$4,078.47			\$4,395.31	\$1,718.28	\$1,919.63	\$12,109.69
MISCELLANEOUS	0603	ADJUTANT GENERAL		\$64,370.63			\$70,505.13	\$298,770.04	\$40,876.38	\$474,524.18
DEPARTMENT OF HOMELAND SECURITY	0606	DIVISION OF EMERGENCY MANAGEMENT		\$3,893.79			\$39,917.28	\$7,386.52	\$26,467.65	\$77,685.24
DEPARTMENT OF HOMELAND SECURITY	0608	DIVISION OF CORRECTIONS AND REHABILITATION		\$146,846.52	\$450.00	\$1,569.00	\$515,190.23	\$653,153.68	\$506,795.32	\$1,824,016.75
DEPARTMENT OF HOMELAND SECURITY	0612	WEST VIRGINIA STATE POLICE	(\$193,104.00)	\$2,639.34	\$164.82	\$699,240.09	\$697,803.38	\$45,788.00	\$206,567.45	\$1,549,096.98
DEPARTMENT OF VETERANS ASSISTANCE	0613	VETERANS AFFAIRS		\$32,343.04			\$30,884.56	\$3,774.92		\$67,002.52
DEPARTMENT OF HOMELAND SECURITY	0615	REGIONAL JAIL AND CORRECTIONAL FACILITY AUTHORITY		\$206.97			\$3,675.88			\$3,782.85
DEPARTMENT OF VETERANS ASSISTANCE	0618	VETERANS HOME		\$1,593.29			\$245.09	\$363.00	\$563.92	\$2,705.30
DEPARTMENT OF HOMELAND SECURITY	0619	FIRE COMMISSION		\$1,025.20	\$16,227.28		\$46,341.08	\$47,419.00	\$48,168.03	\$159,180.59
DEPARTMENT OF HOMELAND SECURITY	0621	DIVISION OF JUVENILE SERVICES		\$23.10			\$5,252.65		\$2,886.54	\$8,162.29
DEPARTMENT OF HOMELAND SECURITY	0622	DIVISION OF PROTECTIVE SERVICES		\$1,233.79			\$9,775.91	\$2,214.00	\$2,815.61	\$16,039.31
DEPARTMENT OF HOMELAND SECURITY	0623	DIVISION OF ADMINISTRATIVE SERVICES		\$1,164.38	\$2,408.88		\$7,861.62	\$7,359.69	\$176.92	\$18,971.47
DEPARTMENT OF REVENUE	0702	TAX DIVISION		\$257,134.48	\$286.12		\$18,312.78	\$638.03	\$7,889.48	\$284,260.89
DEPARTMENT OF REVENUE	0703	STATE BUDGET OFFICE		\$24.12						\$24.12
DEPARTMENT OF REVENUE	0704	INSURANCE COMMISSIONER		\$2,733.93			\$15,175.50	\$24,830.55	\$20,893.18	\$63,633.16
DEPARTMENT OF REVENUE	0705	LOTTERY COMMISSION		\$11,363.93	\$8,174.84		\$33,818.16	\$88,411.35	\$22,522.49	\$162,290.77
DEPARTMENT OF REVENUE	0706	MUNICIPAL BOND COMMISSION		\$230.48						\$230.48
DEPARTMENT OF REVENUE	0707	RACING COMMISSION		\$25,891.08						\$25,891.08
DEPARTMENT OF REVENUE	0708	ALCOHOL BEVERAGE CONTROL ADMINISTRATION		\$561.47			\$28,335.12	\$77,415.56	\$24,321.41	\$130,633.56
DEPARTMENT OF REVENUE	0709	OFFICE OF TAX APPEALS		\$564.03						\$564.03
DEPARTMENT OF TRANSPORTATION	0802	DIVISION OF MOTOR VEHICLES		\$33,587.87	\$3,596.88		\$61,951.81	\$55,847.55	\$26,448.51	\$181,433.62
DEPARTMENT OF TRANSPORTATION	0803	DIVISION OF HIGHWAYS	\$8,784.25	\$28,467.14	\$507.60	\$4,552.96	\$7,489,791.34	\$7,760,699.90	\$8,333,836.79	\$23,806,721.58
QUASI GOVERNMENT	0809	WEST VIRGINIA PARKWAYS AUTHORITY				\$36,632.00	\$1,005,802.63		\$13,253.12	\$1,055,687.75
DEPARTMENT OF TRANSPORTATION	0810	WV DIVISION OF MULTIMODAL TRANSPORTATION FACILITIES		\$942.10			\$9,388.90	\$1,508.29	\$11,909.26	\$23,746.55

CABINET	DEPT	DEPARTMENT	REIMBURSEMENT	TRAVEL EMPLOYE	TRAVEL NON EMP	VEHICLE IMPR	VEHICLE OPERA	VEHICLE RENT	VEHICLE REPAIR	GRAND TOTAL
MISCELLANEOUS	0001	APPRAISER LICENSING CERTIFICATION BOARD		\$1,814.85						\$1,814.85
MISCELLANEOUS	0002	BOARD OF FUNERAL SERVICE EXAMINERS		\$8,818.19						\$8,818.19
MISCELLANEOUS	0003	BOARD OF PROFESSIONAL SURVEYORS		\$1,207.40						\$1,207.40
MISCELLANEOUS	0004	BOARD OF COUNSELING		\$2,175.86						\$2,175.86
MISCELLANEOUS	0005	BOARD OF SOCIAL WORK		\$250.00						\$250.00
MISCELLANEOUS	0006	BOARD OF LICENSED PRACTICAL NURSES		\$2,950.58						\$2,950.58
MISCELLANEOUS	0007	BOARD OF REGISTERED NURSES		\$3,371.20						\$3,371.20
MISCELLANEOUS	0008	BOARD OF CHIROPRACTIC EXAMINERS		\$7,825.27						\$7,825.27
MISCELLANEOUS	0009	BOARD OF DENTISTRY		\$6,125.76	\$4,127.87					\$10,253.63
MISCELLANEOUS	0011	BOARD OF OCCUPATIONAL THERAPY		\$3,907.62						\$3,907.62
MISCELLANEOUS	0012	BOARD OF OPTOMETRY		\$3,941.40						\$3,941.40
MISCELLANEOUS	0013	BOARD OF PHARMACY		\$60,499.84						\$60,499.84
MISCELLANEOUS	0014	BOARD OF PSYCHOLOGISTS		\$903.91						\$903.91
MISCELLANEOUS	0015	BOARD OF MEDICAL IMAGING AND RADIATION THERAPY TECHNOLOGY		\$2,405.11						\$2,405.11
MISCELLANEOUS	0017	BOARD OF PROFESSIONAL ENGINEERS		\$3,887.59						\$3,887.59
MISCELLANEOUS	0018	BOARD OF ACCOUNTANCY		\$995.98						\$995.98
MISCELLANEOUS	0019	BOARD OF ARCHITECTS		\$1,738.14						\$1,738.14
MISCELLANEOUS	0021	WEST VIRGINIA BOARD OF OSTEOPATHIC MEDICINE		\$1,006.42						\$1,006.42
MISCELLANEOUS	0022	BOARD OF PHYSICAL THERAPY		\$3,814.73						\$3,814.73
MISCELLANEOUS	0023	BOARD OF VETERINARY MEDICINE		\$12,270.14						\$12,270.14
MISCELLANEOUS	0026	PUBLIC SERVICE COMMISSION		\$19,105.42			\$92,838.63	\$157,041.01	\$72,725.02	\$342,809.98
MISCELLANEOUS	0027	REAL ESTATE COMMISSION		\$15,862.52						\$15,862.52
MISCELLANEOUS	0029	BOARD OF FORESTERS		\$940.04						\$940.04
MISCELLANEOUS	0030	BOARD OF SPEECH LANGUAGE PATHOLOGY AND AUDIOLOGY		\$3,004.51						\$3,004.51
DEPARTMENT OF COMMERCE	0032	DIVISION OF REHABILITATION SERVICES		\$177,546.74	\$61.55		\$20,052.71	\$3,415.03	\$11,758.40	\$212,834.43
MISCELLANEOUS	0035	BOARD OF RESPIRATORY CARE		\$1,182.54						\$1,182.54
MISCELLANEOUS	0036	BOARD OF LICENSED DIETITIANS		\$274.70						\$274.70
MISCELLANEOUS	0038	MASSAGE THERAPY LICENSURE BOARD		\$1,367.64						\$1,367.64
MISCELLANEOUS	0039	COURTHOUSE FACILITIES IMPROVEMENT AUTHORITY		\$570.30						\$570.30
MISCELLANEOUS	0043	CENTER FOR NURSING		\$1,699.14						\$1,699.14
MISCELLANEOUS	0044	ECONOMIC DEVELOPMENT AUTHORITY		\$16,430.06	\$2,656.74		\$27.09		\$78.00	\$19,106.78
MISCELLANEOUS	0045	BOARD OF MEDICINE		\$10,431.19						\$10,431.19
MISCELLANEOUS	0046	MUNICIPAL PENSION OVERSIGHT BOARD		\$1,368.32						\$1,368.32
MISCELLANEOUS	0047	ENTERPRISE RESOURCE PLANNING BOARD		\$2,464.01						\$2,464.01
MISCELLANEOUS	0051	WEST VIRGINIA CONTRACTOR LICENSING BOARD		\$4,936.88			\$1,020.85			\$5,957.73
ELECTED OFFICIALS	1200	AUDITORS OFFICE		\$307,463.15			\$1,458.41	\$1,182.04		\$310,124.00
ELECTED OFFICIALS	1300	TREASURERS OFFICE		\$79,748.32	(\$256.84)	\$139.09	\$11,518.41		\$934.56	\$92,083.64
ELECTED OFFICIALS	1400	DEPARTMENT OF AGRICULTURE		\$588,330.92	\$1,093.92	\$657.53	\$232,948.80	\$16,738.00	\$49,999.59	\$870,366.76
ELECTED OFFICIALS	1500	ATTORNEY GENERAL		\$33,957.20			\$27,001.42	\$2,700.00		\$64,258.62
ELECTED OFFICIALS	1600	SECRETARY OF STATE		\$28,218.45				\$536.29		\$28,754.74
LEGISLATURE	2100	SENATE		\$553,690.08						\$553,690.08
LEGISLATURE	2200	HOUSE OF DELEGATES		\$1,383,115.28						\$1,383,115.28
LEGISLATURE	2300	JOINT EXPENSES		\$30,505.44	\$2,844.80		\$9,836.20	\$1,272.00		\$50,558.44
JUDICIAL	2400	SUPREME COURT		\$984,476.46	\$320,087.64	\$18,594.00	\$16,879.42	\$2,575.00		\$1,342,612.52
	Grand Total		(\$194,339.75)	\$28,786,812.07	\$9,710,025.44	\$1,023,111.01	\$13,911,875.41	\$16,736,498.77	\$11,570,403.63	\$72,553,287.46

Complaints

WV Code §5A-12-12 (8) requires FMD to provide a complaint process for use by the public in which FMD shall review all complaints weekly and report to the appropriate spending unit the information regarding the state vehicles in use by the spending unit, and shall describe the nature of the complaint, including, but not limited to, the mechanical problems, equipment failures, misuse, or illegal operation of state vehicles.

Since 2018, FMD has provided a mechanism for the public to report and for FMD to forward and track vehicle complaints. A list of the complaints for FY2025 and the responses received from the agencies. FMD forwarded the complaints to the agencies operating the vehicles and tracks received responses. Below is a chart by cabinet level of the number of complaints reported for FY2025.

State Vehicle Complaints FY 2025		
Cabinet	Cabinet Name	# of Complaints
AD	Administration	5
CO	Commerce	6
CC	Community College	9
DH	Health Human Resource	50
ED	Education	3
EC	Economic Development	1
EN	Environmental Protection	23
EP	Environmental Protection	2
HE	Higher Ed	7
HS	Homeland Security	74
MI	Miscellaneous	27
RE	Revenue	4
SR	Senior Services	1
TR	Transportation	38
Grand Total		250

Utilization Report

FMD completed the Utilization Vehicle Summary Report and submitted the findings to the Department of Administration Cabinet Secretary for FY2025. Appendix 4 contains the report and vehicle usage data.

FMD reviewed all 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 the Department of Administration each fiscal year on possible fleet reductions and/or reassignment of underutilized state vehicles.

There are five types of exemptions and FMD received 1,314 utilization exemption requests for FY2025:

PSV – public safety officers

SEV – job duties require continuous availability of specialized equipment

ERV – 24-hour call

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 did not submit an exemption request for FY2025. Below is a chart that breaks down the number of and type of exemptions requested by cabinet level, along with a column of additional vehicles that were underutilized during FY2025 but for which the agency did not submit an exemption request.

# 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
Grand Total	6893	177	83	680	105	269	1314	2741	4055	871

FMD went through a process of grouping and removing certain vehicles based on the model year, type of vehicle, lack of data, and utilization data for the last six months. For FY2025 FMD identified 871 vehicles for possible reassignment and/or retirement. Below is a chart of those efforts:

Vehicles For Review	
Exemptions Received	1314
Additional Underutilized Vehicles - No Exemption Submitted	2741
Total Exemptions	4055
Less:	
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
Total Vehicles for Review and or Reassignment	871
Data Action Items	
Missing Purpose	47
Unusual Purpose Category	0
Last Odometer date before 1/2024	201
Total Number of Data Action Items	248

This exercise is done at a high level without knowing the agencies' missions and how these vehicles assist with those missions. FMD will advise the Agency Fleet Coordinators and review the findings. FMD worked with Holman to add a field to their database to capture 10 categories to better define and more efficiently target efforts to maximize vehicle utilization. The categories are Campus, Special Equipment, Educational, Seasonal, Vacancy, Surplus, Pool, Spare, Assigned and Mail. Better defining how the vehicles are being used will focus efforts to maximize fleet efficiencies.

The Vehicle Management Contract with Holman utilizes Geotab for telematics services. Telematics is the tool to better define who, when, and where state vehicles are being used. As of November 1, 2025, there are 10 agencies utilizing telematics covering 428 vehicles.

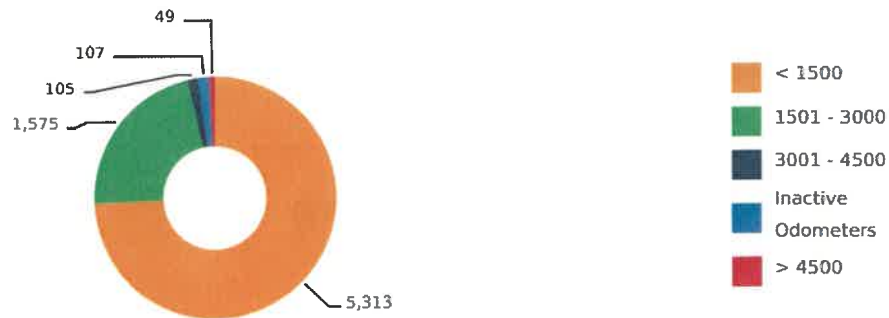
FMD has implemented an online reservation system with a kiosk and lock box for vehicle keys creating the Capitol Complex Motor Pool that facilitates underutilized vehicles to be shared across cabinet levels and agencies. West Liberty University added the online reservation system in October 2022 and FMD anticipates other agencies with a campus setting and pool vehicles will begin utilizing the program.

With telematics and the online reservation system, the state has the tools in place to efficiently manage and maximize the utilization of the state's vehicles.

Below is a chart from Holman listing the numbers of vehicles and the average number of miles traveled by month in 1,500-mile intervals.

Fleet Travel Per Month

Active Vehicles



FMD Operations Cost

The Finance Division can provide FMD's finances upon request.

Recommendations

FMD would like to see funding made available to facilitate the administration fees and other costs of programs to track and report on the state's fleet operations cost and utilization. FMD finds that the monthly fees and administrative cost are the biggest roadblocks to the agencies' participation with current programs.

FMD has contracted the addition of telematics and an online reservation system with a kiosk and vehicle key lock box. Telematics is the final piece of the puzzle that completes the services required to efficiently manage state vehicles. The online reservation system with the kiosk and vehicle key lock box is the tool and service to facilitate the sharing of state vehicles across agencies. The service will reduce the number of state pool vehicles. Both services are currently being offered and agencies may elect to participate. FMD would support and encourage mandating the installation of telematics in all state vehicles. Telematics data could assist with identifying underutilized vehicles, maximize utilization, and define which vehicles and locations would be beneficial for alternative powered vehicles and support facilities.

FMD recommends that the Legislature considers establishing an entity that presides over all fixed assets. The entity would ensure proper reporting methods for all assets regardless of exemption status or classification of the assets. Currently, FMD has purview of 1 ton and under vehicles and agencies need to confirm the accuracy of their inventory to Surplus Property once a year. This leaves a gap of vehicles that are over 1 ton and are owned by agencies exempt from the Purchasing Division.

Appendix

Appendix 1 – Inventory

Holman Universe Inventory

wwOasis WV-FIN-AM-017 Vehicles by Department

Appendix 2 – Operations Cost

Holman Fixed and Operation Expense Reports FY25

LOV Operations Cost 11-1-2025

Appendix 3 – Exempt Agencies Reported Data

Department of Highways / WV Rails Authority

Parkways Authority

Department of Natural Resources, State Parks

Appendix 4 – Utilization Report

Cover Letter to Cabinet Secretary

FY2024 Utilization Exemption Vehicle Summary

FY2024 Utilization Exemption Request Summary Spreadsheet

Appendix 5 – Reimbursements, Rentals, and Travel

wwOASIS WV-FIN-GL-146

Appendix 6 – §5A-12-7 Noncompensatory Drivers

Appendix 7 - Auditor's Office State Vehicle Summary of Spot Compliance Audit FY2025