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The New Fleet Management System
Monthly Updates, May 2026

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Element Implementation Updates

Registration for the New Fleet Management System Training is Now Open!

Training for all personnel who will use the Element Fleet Management system will be held throughout June. This training is open to anyone involved in Fleet Management, not just fleet managers.

Two identical sessions for each topic are available on the [DOAS Fleet Management webpage](#). Please register to ensure you receive a recording if you cannot attend live. Also, share this e-blast and/or the registration link with all personnel who should participate.

Element (X8) System Overview & Navigation Training

This session will provide State of Georgia users with a high-level overview of the Element fleet management platform, including system navigation, key functionality, and commonly used operational features. Attendees can expect a live demonstration of the system, review of standard business processes, and guidance on how agencies will utilize the platform as part of daily fleet operations.

Maintenance Program Overview

This session will focus on the State of Georgia's maintenance program processes. Attendees will receive an overview of maintenance workflows, repair approvals, and key operational processes related to vehicle maintenance management within the Element program.

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State of Georgia Element System Overview & Navigation Training – June 16, 11:00 a.m. - Noon

State of Georgia Maintenance Program Overview – June 18, 2:30-3:30 p.m.

Session 2 Training Dates:

State of Georgia Element System Overview & Navigation Training – June 23, 11:00 a.m. - Noon

State of Georgia Maintenance Program Overview – June 25, 2-3 p.m.

Go-Live is Getting Close

With go-live approaching, we have created a rollout calendar to prepare for the implementation of the new fleet management system. As previously communicated, implementation will occur in phases throughout July.

Two rollout schedules are included: one for system access and credentials, and one for the maintenance program. Each state entity has been assigned to a group within both schedules. Please review your assigned group and follow the timeline to ensure a smooth transition. Deviating from the schedule may result in delays in system access or maintenance services. While we will adjust as needed to accommodate unforeseen circumstances, your adherence to the schedule will help minimize disruptions and ensure a successful rollout.

Virtual office hours for each group are also included to provide troubleshooting support and answer questions. Calendar invitations and meeting links will be shared closer to the scheduled dates.

Phased Rollout Schedule:

System Access and Credentials (sent via email)

- **Phase 1 Group – Week of July 6, 2026**
 - 4 largest agencies
 - GDOT, Corrections, Public Safety, Natural Resources
 - ALL CSB's
- Virtual Office Hours Dates – July 8 - 10, 2026
- **Phase 2 Group – Week of July 13, 2026**
 - All other state agencies
 - All colleges and universities

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Maintenance Program Rollout (begin taking vehicles to repair shops under Element)

- **Phase 1 Group – Week of July 20, 2026**
 - 4 largest agencies
 - GDOT, Corrections, Public Safety, Natural Resources
 - All CSB's
- Virtual Office Hour Dates – July 22 – 24, 2026
- **Phase 2 Group – Week of July 27, 2026**
 - All other state agencies
 - All colleges and universities
 - All technical colleges
- Virtual Office Hour Dates – July 29 – 31, 2026

During the transition, both the Holman Insights system and its maintenance program will remain available until your state entity fully transitions to Element, please continue managing your fleet in Holman Insights. Holman Insights will also serve as a backup system until all state entities have successfully migrated to Element.

The FYQ3 Tier Reports

Tier Reports for FYQ3 have been uploaded to your TCO Dashboard accounts. We apologize for the delay in releasing this quarter's reports. We have been heavily focused on gathering, reviewing, and cleaning Holman data for upload into Xcelerate (X8).

Performance Scoring Category	FY24 Q4	FY25 Q1	FY25 Q2	FY25 Q3	FY25 Q4	FY26 Q1	FY26 Q2	FY26 Q3
Average Statewide RMD Value	89%	89%	93%	92%	93%	94%	89%	93%
Average Statewide Fueling Value	47%	45%	42%	40%	57%	44%	42%	43%
Average Statewide Maintenance Value	74%	70%	65%	68%	69%	69%	66%	67%
Percentage of ALL agencies in their corresponding Tier levels.								
Tier Levels	FY24 Q4	FY25 Q1	FY25 Q2	FY25 Q3	FY25 Q4	FY26 Q1	FY26 Q2	FY26 Q3
Tier 1	11.3%	10.5%	9.7%	9.0%	10.5%	8.3%	10.6%	10.7%
Tier 2	10.5%	9.0%	6.7%	7.5%	14.3%	10.6%	7.6%	9.2%
Tier 3	36.8%	32.3%	31.3%	36.8%	36.8%	30.3%	31.8%	36.6%
Tier 4	41.4%	48.1%	52.2%	46.6%	38.3%	50.8%	50.0%	43.5%
NOTE: 131 reports prepared for FY26 Q3								

Here are the fourteen entities that earned a Tier 1 rank for the quarter ending FY26 Q3. They are in somewhat alphabetical order.

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- **Georgia Building Authority** (7 in a row)
- **Department of Corrections** (16 in a row)
- **Department of Driver Services** (12 in a row)
- **Department of Economic Development** (twice in a row)
- **Georgia Drugs and Narcotics Agency** (first Tier 1 since FY25 Q2!)
- **Georgia Pines CSB** (first Tier 1 since FY20 Q3!)
- **Department of Human Services** (first Tier 1 since FY25 Q2!)
- **Jekyll Island State Park Authority** (27 in a row)
- **Department of Juvenile Justice** (last Tier 1 in FY26 Q1)
- **Georgia Lottery Corporation** (10 in a row)
- **McIntosh Trail CSB** (twice in a row)
- **NonPublic Postsecondary Education Commission** (first Tier 1 since FY23 Q2!)
- **University of Georgia** (UGA has come close the last couple of quarters - but this is their FIRST Tier 1!)
- **University of West Georgia** (14 in a row)



Congratulations to everyone, and welcome to the Tier 1 group UGA!

Thank you all for your hard work and great job! Below is a photo of Bill Brinn and his team at UGA as they celebrated with a pizza party!!



As we prepare for Xcelerate (X8) go-live, publication of both the Tier Reports and the Annual Audits will be temporarily suspended. Tier Report publication

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While formal reporting will be paused during the FMS implementation, policy compliance data will continue to be collected and analyzed. Please continue operating your fleet in accordance with policy to ensure your state entity remains compliant when reporting resumes.

Fuel

[The No Fuel List is attached.](#)

We can't thank you enough for your patience and grace as we *move* the state fleet, pun intended! Please continue reading these Fleet E-Blasts for important implementation updates.

In our next e-blast, we will share the data conversion cutover schedule for the transition from Holman Insights to Element. We appreciate your partnership as we *move* through this process together!

Thanks a bunch,



Jazzmin Randall

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Element Implementation Updates

Data conversion cutover schedule for the transition from Holman Insights to Element.

Below is the data cutover schedule for Vehicle Request forms, MV1 forms, Asset Creation Forms and Vehicle Transfers.

Vehicle Request Forms

The FY26 Vehicle Request submission deadline was May 15th per Policy 10. We are requesting that you begin entering FY27 Vehicle Requests in Element the week of August 3rd. However, if there is a need for critical vehicle purchases before then, we will review those on a case-by-case basis.

Asset Creation Forms

All FY26 asset creation forms entered in Holman by June 12th will have corresponding vehicle records created in Element at go-live. For asset creation forms entered after June 12th, you may:

- **Option 1:** Complete the asset creation form in Holman and manage the vehicle(s) there until the first post-go-live Element data upload during the week of August 3rd, which will include Holman data from June 13th–August 2nd. After that, manage the vehicle in Element.
- **Option 2:** Wait and enter the vehicle directly into Element beginning the week of August 3rd.

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All MV1s entered in Holman by June 12th will be reviewed for approval and, if approved, will be reflected as vehicle assignments in Element at go-live. Any new MV1 requests or changes to existing assignments can be entered directly into Element beginning August 3rd.

Vehicle Transfers

All vehicle transfer requests submitted in AssetWorks as of June 12th will be reviewed for approval and reflected in Element at go-live. Transfer request reviews and approvals will resume on August 3rd.

Post Go-Live data extraction schedule

Below is the data extraction schedule from Holman to Element post our go-live month of July.

- The week of August 3rd will capture Holman data from June 13th -August 2nd (about 60 days)
- The week of September 7th will capture Holman data from August 3rd - September 6th (30 days)
- The week of October 5th will capture Holman data from September 7th- October 4th (30 days)
- November & December will be as needed

Registration for the New Fleet Management System Training is Open!

Our first set of training sessions are underway! A huge thanks to those that attended the ***Element (X8) System Overview & Navigation Training on the 16th***. Training for all personnel who will use the Element Fleet Management system will be held throughout June. This training is open to anyone involved in Fleet Management, not just fleet managers. If you have not yet registered or were unable to attend the Session 1 training dates, please register for the Session 2 training dates at the link is below.

If you've already attended the Session 1 trainings (June 16th & 18th) but would like to also attend the Session 2 trainings (June 23rd and June 25th), you may do so by also using the link [DOAS Fleet Management webpage](#).

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Virtual office hours for each group are also included to provide troubleshooting support and answer questions. Calendar invitations and meeting links will be shared closer to the scheduled dates. Use this link to view the schedule:

[Phased Rollout Schedule](#)

During the transition, both the Holman Insights system and its maintenance program will remain available until your state entity fully transitions to Element, please continue managing your fleet in Holman Insights. Holman Insights will also serve as a backup system until all state entities have successfully migrated to Element.

Fuel

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Thanks a bunch,



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FY27 Risk Insurance Card

It is time to update insurance information for FY27. The link below is the updated Georgia Automobile Insurance Identification Card for FY27. Print it out and place one in each of your state vehicles. It's also important to educate your drivers to know what to do in case of an accident and where they can locate the card in the vehicle. Let's face it, it's stressful to be in an accident. If the driver understands the process it could make it a little less stressful in that situation.

[Georgia Automobile Insurance Identification Card.](#)

Fuel

[The No Fuel List is attached.](#)

APD Forms in Holman

Thank you to everyone that went in to close out your APD Forms, if you have not yet had an opportunity to do so, This is a friendly reminder to complete all your APD forms in Holman so we are ready for the transition into Element. We currently have 1548 APD forms pending completion, which will need to be completed before we go-live in July.

**You can locate the forms in Holman/Customer/State of Georgia
Forms/APD Search**

[Closing APD Form Instructions](#)

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Data Conversion Cutover Schedule for the transition from Norman Insights to Element.

Attached below is the data cutover schedule for Vehicle Request forms, MVA forms (formerly MV1 forms), Asset Creation Forms and Vehicle Transfers.

[Cut Over Time Line](#)

Registration for the New Fleet Management System Training is Open!

Thank you to those that have attended the previously held trainings. If you have not yet registered for the **State of Georgia Maintenance Program Overview** training you can do so here: [DOAS Fleet Management webpage](#) the training will be held on **June 25th, 2-3 p.m.**

This training is open to anyone involved in Fleet Management, not just fleet managers.

If you've already attended the Session 1 training on June 18th but would like to also attend the Session 2 training on June 25th, you may do so by also using the link [DOAS Fleet Management webpage](#).

If you were unable to attend the training sessions, or would like to review them the recordings will be posted on the DOAS website on **Thursday the 26th**.

Here is the link: <https://doas.ga.gov/fleet-management/fleet-management-system>

There will be additional training in the coming weeks and months throughout implementation and beyond. Look in this weekly communication for upcoming training dates.

Go-Live Schedule

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We greatly appreciate your partnership as we *move* through this process together!

Thanks a bunch,



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