



Agenda Item:

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COUNCIL COMMUNICATION City Manager's Office

CORRECTED

GENERAL INFORMATION

Agenda Date: 03/08/04

Communication

No.: 04-104

Agenda Item Type: Resolution

Roll Call No.:

Submitted by: Eric A. Anderson, City Manager

SUBJECT—

Out-of-State Travel

SYNOPSIS—

Allen Ihde, (0-NR), Information Technology Manager, to Las Vegas, Nevada, from May 10, 2004 to May 14, 2004, to attend the Networld+Interop Conference. Participants will receive training and visit exhibitions on new network communication equipment which includes wireless, security, collaboration, Voice Over IP (VOIP), infrastructure and services, and performance for a data center.

Richard Towers, (0-NR), Buyer, to Minneapolis, Minnesota, from April 20, 2004 to April 23, 2004, to attend “Fundamentals of Purchasing: The Building Blocks of World-Class Professionalism” seminar sponsored by the Institute for Supply Management. This training will enhance the ability of purchasing to use Requests for Proposals (RFPs) for competitive bidding. The critical role of purchasing in the review of specification writing will help the City be more cost-effective in the use of the budget.

Steve Lussier, (0-R), Assistant City Attorney, to Chicago, Illinois, from April 27, 2004 to April 30, 2004, to attend the “Employment Law Seminar” sponsored by the Defense Research Institute. The seminar will provide information on the latest developments in cases arising under federal discrimination laws, anticipated changes in wage and hour law, and how to settle employment cases.

David Ness, (0-NR), Police Traffic Sergeant, to San Diego, California, from March 26, 2004 to March 31, 2004, to attend the Lifesavers National Conference. This conference will enhance traffic safety in Des Moines by providing police with the latest information on OWI, street racing, older drivers, vehicular homicide investigations, and innovative methods of enforcement and education. The Governor's Traffic Safety Bureau earmarked \$1,500 in the current grant to pay for this training.

Allan Tunks, (0-NR), Police Sergeant, to Plano, Texas, from April 25, 2004 to April 30, 2004, to attend an Ethics Train the Trainer program sponsored by The Center for American and International Law in order to obtain certification to instruct ethics training for police officers.

Tom Turner, (0-R) Human Resources Director, to Washington, D.C. from March 28, 2004 to April 1, 2004, to attend the annual training meeting of the National Public Employers Labor Relations Association which offers various seminars and lectures on public employment law, policies and practices.

FISCAL IMPACT—

Cost of travel is \$2,451; \$1,799; \$1,700; \$1,309; \$2,000, and \$2,275 respectively. Funding for these trips is provided for in the 2003-2004 Operating Budget under Index Code HRS980100, page 13-12 (Ihde/Towers); Index Code HRS980100, page 13-12/Index Code LGL010000, page 16-8; POL101000, page 20-17; Index Code POL982200, page 20-20; and Index Code HRS980100, page 13-12.

The amount budgeted for travel in Fiscal Year (FY) 2004 is \$489,783. The amount expended for travel in FY2004 as of March 3, 2004 is \$241,823.78.

RECOMMENDATION—

Approval

BACKGROUND—

On January 20, 1992, by Roll Call No. 92-214, the City Council approved a revision to the policy for travel authorization requests. Such revision requires trips that exceed three days and \$1,250 cost to be approved by the Council. The number in parenthesis indicates the total number of trips previously authorized for that individual for the current budget year; R represents resident and NR represents non-resident.