

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date</b>	January 25, 2010
	<b>Agenda Item No.</b> 22 <b>Roll Call No.</b> <u>10-</u> <b>Communication No.</b> <u>10-040</u> <b>Submitted by:</b> Merrill R. Stanley, Deputy City Manager	

**AGENDA HEADING:**

Submitting travel and training requests for Denise Schafnitz, Tom Turner and Mark Wessels.

**SYNOPSIS:**

Recommend approval for travel and training requests listed below.

**FISCAL IMPACT:**

Amount: \$2,718 (Schafnitz); \$2,200 (Turner); \$1,650 (Wessels)

Funding Source:

- SP321 POL982100 – Police – Federal Forfeited Funds (Schafnitz)
- GE001 HRS010000 – Human Resources – Administration (Turner)
- SP321 POL982100 – Police – Federal Forfeited Funds (Wessels)

**ADDITIONAL INFORMATION:**

**Denise Schafnitz (NR-0) Senior Police Officer**, to Virginia Beach, VA, from March 7 – March 12, 2010 (\$2,718), to attend a Child Forensic Interview Clinic sponsored by the American Professional Society on the Abuse of Children. Participants will learn state-of-the-art forensic interview theory, research and techniques, which will make the officer better prepared to explain and defend interview techniques in court.

**Tom Turner (R-0) Human Resources Director**, to New Orleans, LA, from April 24 – April 28, 2010 (\$2,200), to attend the 2010 Annual Conference of the National Public Employer Labor Relations Association. The conference is designed to provide an in-depth look at collective bargaining, labor relations and human resources.

**Mark A. Wessels, (NR-0) Sergeant**, to Charlotte, MI, from April 25 – April 30, 2010 (\$1,650), to attend Patrol Rifle Instructor School. The training will provide instructor certification, which will allow the officer to instruct Patrol Rifle School In-Service Training.

The amount budgeted for travel in Fiscal Year (FY) 2010 is \$629,436. The amount expended for travel in FY 2010, as of January 18, 2010, is \$204,240.

**PREVIOUS COUNCIL ACTION(S):**

Date: January 20, 1992

Roll Call Number: 92-214

Action: The City Council approved a revision to the policy for travel authorization requests. Such revision requires trips that exceed three days and \$1,250 be approved by the Council. The number in parentheses indicates the total number of trips previously authorized for that individual for the current budget year.

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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