

 <h1 style="text-align: center;">Council Communication</h1> <p style="text-align: center;">Office of the City Manager</p>	Date:	March 14, 2011
	Agenda Item No.	21
	Roll Call No.	[_____]
	Communication No.	<u>11-165</u>
	Submitted by:	Allen McKinley Deputy City Manager

AGENDA HEADING:

Submitting travel and training requests for Joseph Leo, Tim Nemmers, Kenneth Robinson, Daniel Schellhase and Michael West.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$1,581 (Leo); \$1,305 (Brown); \$1,386 (Robinson); \$1,255 (Schellhase); \$1,947 (West)

Funding Source:

- SP321 POL982100 Police – Federally Forfeited Funds (Leo)
- GE001 FIR040100 Fire - HazMat (Nemmers)
- SP321 POL982100 Police – Federally Forfeited Funds (Robinson)
- GE001 FIR040100 Fire - HazMat (Schellhase)
- SP751 POL985107 Police – Governor’s Traffic Safety Bureau Grant (West)

ADDITIONAL INFORMATION:

Joseph Leo, (R-1), Sergeant, to Wheeling, IL, from April 10 – April 17, 2011, (\$1,584), to attend the 2011 International Law Enforcement Educators & Trainers Association’s International Training Conference and Expo. A multitude of topics will be instructed by nationally recognized experts, which will assist in improving academy training and curriculum, maximize the use of training time and reduce liability.

Tim Nemmers, (R-0), Firefighter, to Indianapolis, IN, from March 20 – March 27, 2011, (\$1,305), to attend the Fire Department Instructors Conference. Instructors at the conference present the latest in firefighting techniques, equipment, and apparatus. In addition, classes focusing on several different HazMat topics will be available and taught by leading instructors in the HazMat field.

Kenneth Robinson, (NR-3), Senior Police Officer, to Lansing, KS, from May 1 – May 6, 2011, (\$1,386), to attend Precision Rifle Instructor training offered by the National Rifle Association which will provide certification to become a rifle instructor. The Department is in need of an additional instructor due to the approaching retirement of a current instructor.

Daniel Schellhase, (NR-0), Firefighter, to Indianapolis, IN, from March 20 – March 27, 2011, (\$1,255),

to attend the Fire Department Instructors Conference. Instructors at the conference present the latest in firefighting techniques, equipment, and apparatus. In addition, classes focusing on several different HazMat topics will be available and taught by leading instructors in the HazMat field.

Michael West, (NR-0), Senior Police Officer, to Phoenix, AZ, from March 25 – March 30, 2011, (\$1,947), to attend the Lifesavers 2011 Conference. The conference will cover new procedures used by local, state and federal law enforcement agencies.

The amended budget for travel and training in Fiscal Year (FY) 2011 is \$619,389. The amount expended for travel and training in FY 2011, as of March 7, 2011, is \$233,359.

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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