

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b> December 19, 2011
	<b>Agenda Item No.</b> 28 <b>Roll Call No.</b> <u>11-2126</u> <b>Communication No.</b> <u>11-755</u> <b>Submitted by:</b> Scott E. Sanders, <b>Finance Director</b>

**AGENDA HEADING:**

Submitting travel and training requests for Jeff Dawson, Todd Dykstra and Lori Kelly.

**SYNOPSIS:**

Recommend approval for travel and training requests listed below.

**FISCAL IMPACT:**

Amount: \$1,489 (Dawson); \$9,606 (Dykstra); \$1,489 (Kelly)

Funding Source:

- SP324 POL982200 Police – State Forfeited Funds (Dawson)
- SP324 POL982200 Police - State Forfeited Funds (Dykstra)
- SP324 POL982200 Police – State Forfeited Funds (Kelly)

**ADDITIONAL INFORMATION:**

**Jeff Dawson, (NR-0), Detective,** to San Diego, CA, from January 23 – January 26, 2012, (\$1,489), to attend training provided by the Chadwick Center for Children & Families. The coursework provides multi-discipline training in response to child abuse, child trauma and sexual assault cases. A scholarship has been received and the total cost of the training after reimbursement will be \$415.

**Todd Dykstra, (NR-0), Captain,** to Boston, MA, from July 7 – July 25, 2012, (\$9,606), to attend the Senior Management Institute for Police. The coursework will allow the officer to develop and enhance leadership and executive development skills. Training will be provided in management theory and practice, innovative solutions to organizational problems, understanding of advanced management practices, effective leadership and enhanced awareness of the management methods and resources necessary for performing current or future responsibilities.

**Lori Kelly, (NR-0), Detective,** to San Diego, CA, from January 23 – January 26, 2012, (\$1,489), to attend training provided by the Chadwick Center for Children & Families. The coursework provides multi-discipline training in response to child abuse, child trauma and sexual assault cases. A scholarship has been received and the total cost of the training after reimbursement will be \$415.

The amended budget for travel and training in Fiscal Year (FY) 2012 is \$584,905. The amount expended for travel and training in FY 2012, as of December 12, 2011, is \$174,424.

**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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