

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b> January 23, 2012
	<b>Agenda Item No.</b> 18 <b>Roll Call No.</b> [ _____ ] <b>Communication No.</b> <u>12-033</u> <b>Submitted by:</b> Allen McKinley, Deputy City Manager

**AGENDA HEADING:**

Submitting travel and training requests for Kevin Risk and Douglas Romig.

**SYNOPSIS:**

Recommend approval for travel and training requests listed below.

**FISCAL IMPACT:**

Amount: \$1,759 (Risk); \$2,024 (Romig)

Funding Source: • GE001, POL070100, Police – Detective Bureau (Risk)  
• SP720, HRS980100, Citywide Training & Benchmarking (Romig)

**ADDITIONAL INFORMATION:**

**Kevin Risk, (R-1), Forensic Identification Technician,** to Norman, OK, from April 15 – April 21, 2012, (\$1,759), to attend the second course of a series taught by world renowned bloodstain pattern experts. The course will be another step in gaining certification in bloodstain pattern examination through the International Association for Identification.

**Douglas Romig, (R-0), Housing Services Director,** to Washington, DC, from February 27 – March 2, 2012, (\$2,024), to attend the National Community Action Foundation Legislative Conference to meet and coordinate Federal legislative issues regarding CSBG, LIHEAP and other Federal funding for Community Action Agencies. The conference will also provide educational sessions and national networking opportunities.

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 January 16, 2012, is \$205,232.

**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 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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