

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	April 8, 2013
	Agenda Item No.	24
	Roll Call No.	<u>13-0557</u>
	Communication No.	<u>13-177</u>
	Submitted by:	Larry Hulse, Assistant City Manager

AGENDA HEADING:

Submitting travel and training requests for Kelly Dooley, David Dunn, Mark Durham, Debora Hobbs, and Amanda Leo.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$1,330 (Dooley); \$2,224.96 (Dunn); \$2,275 (Durham); \$2,313.60 (Hobbs); \$1,320 (Leo)

Funding Source:

- GE001 FIR 011000 – Fire – Training and Safety (Dooley)
- GE001 CDD100100 – Community Development – Neighborhood Planning (Dunn)
- CP051 FIN990000 MSC008 – ERP Software Replacement Project (Durham)
- CP051 FIN990000 MSC008 – ERP Software Replacement Project (Hobbs)
- SP324 POL982200 – Police – State Seized Funds (Leo)

ADDITIONAL INFORMATION:

Kelly Dooley, (NR-0), Fire Fighter, to Orland Park, IL, from May 19 – May 24, 2013, (\$1,330) to attend a Peer Fitness Trainer Course to become a certified Peer Fitness Trainer to contribute to the Fire Department’s current Wellness Initiative Program.

David Dunn, (NR-0), Senior Planner, to Chicago, IL, from April 12 – April 17, 2013, (\$2,224.96) to attend the National Conference of the American Planning Association. The conference will provide learning opportunities from innovative planning and citizen engagement techniques from across the country.

Mark Durham, (NR-0), Budget Analyst II, to Boston, MA, from April 28 – May 1, 2013, (\$2,275) to attend the Tyler Technologies Connect2013 user conference. The conference consists of joint sessions as well as individual tracks of breakout sessions to allow Enterprise Resource Planning (ERP) system users to learn more about the City’s new ERP system.

Debora Hobbs, (NR-0), Enterprise Application Manager, to Boston, MA, from April 28 – May 1, 2013, (\$2,313.60) to attend the Tyler Technologies Connect2013 user conference. The conference

consists of joint sessions as well as individual tracks of breakout sessions to allow ERP system users to learn more about the City's new ERP system.

Amanda Leo, (R-1), Polygraph Examiner, to Charlotte, NC, from June 2 – June 8, 2013, (\$1,320) to attend the American Association of Police Polygraphists seminar. Training will provide continued certification by offering the most current knowledge and skills in detecting deception during polygraph tests and advance training that can be used in interviewing and interrogating during a polygraph exam.

The amended budget for travel and training in Fiscal Year (FY) 2013 is \$597,435. The amount expended for travel and training in FY 2013, as of April 1, 2013, is \$229,880.

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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