

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	November 4, 2013
	Agenda Item No.	23
	Roll Call No.	<u>13-1723</u>
	Communication No.	<u>13-545</u>
	Submitted by:	Larry Hulse, Assistant City Manager

AGENDA HEADING:

Submitting travel and training request for Tan Gene Huynh.

SYNOPSIS:

Recommend approval for travel and training request listed below.

FISCAL IMPACT:

Amount: \$1,607 (Huynh)

Funding Source: PD222378 – Police – Detective Bureau (Huynh)

ADDITIONAL INFORMATION:

Tan Gene Huynh, (NR-0) Senior Crime Scene Investigator, to Madison, WI, from December 1 – December 6, 2013, (\$1,607.00) to attend a Ron Smith and Associates course entitled “Introduction to the Science of Ridge Examination.” The course will provide opportunities to learn, study, and participate in workshops that will allow the Crime Scene Investigator to learn how to identify, evaluate, and compare latent fingerprints.

The amended budget for travel and training in Fiscal Year (FY) 2014 is \$589,478. The amount expended for travel and training in FY 2014, as of October 14, 2013, is \$161,419.

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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