

 Council Communication Office of the City Manager	Date:	February 8, 2016
	Agenda Item No.	18
	Roll Call No.	<u>16-0208</u>
	Communication No.	<u>16-068</u>
	Submitted by:	Carl Metzger, Deputy City Manager

AGENDA HEADING:

Submitting travel and training requests for Cody Brigman, Benjamin Campbell, Mike Goodwin, Steve Hesslink, Mike Houseman Jr., Carrie Kruse, Kenneth Robinson, John Scarlett, and Sara Thies.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$1,925.94 (Brigman); \$3,016.08 (Campbell); \$2,249.20 (Campbell); \$1,309.31 (Goodwin); \$1,284.31 (Hesslink); \$1,848.00 (Houseman Jr.); \$1,713.41 (Kruse); \$1,641.00 (Robinson); \$1,595.00 (Scarlett); \$1,848.00 (Thies)

Funding Source:

- PD226000 – Police – State Forfeited Funds (Brigman)
- PD222378 – Police – Detective Bureau (Campbell)
- PD222378 – Police – Detective Bureau (Campbell)
- CM024020 – City Manager – Fleet Service Maintenance (Goodwin)
- CM024020 – City Manager – Fleet Service Maintenance (Hesslink)
- PW240402 – Public Works – Street Maintenance (Houseman Jr.)
- CM022000 – City Manager – Economic Development (Kruse)
- PD226000 – Police – State Forfeited Funds (Robinson)
- PD225000 – Police – Federal Forfeited Funds (Scarlett)
- PW240402 – Public Works – Street Maintenance (Thies)

ADDITIONAL INFORMATION:

Cody Brigman (R-1), Crime Scene Investigator, to Pensacola, FL from April 3 – April 9, 2016 (\$1,925.94) to attend a course entitled, “Basic Bloodstain Pattern Identification and Experimentation.” The course provides attendees with expertise on how to properly interpret, document, and collect serological evidence. The coursework covers proper photography and analysis of blood evidence, as well as proper presentation for court room testimony.

Benjamin Campell (NR-0), Crime Scene Investigator, to Bethlehem, PA from April 3 – April 9, 2016 (\$3,016.08) to attend a course sponsored by Northhampton Community College called, “Bloodstain Pattern Analysis on Fabric.” The course will teach how to properly analyze bloodstain

patterns on fabrics and textiles, the most common items of evidence encountered in a crime scene investigation.

Benjamin Campell (NR-0), Crime Scene Investigator, to Evanston, IL from May 8 – May 14, 2016 (\$2,249.20) to attend an advance bloodstain pattern analysis course sponsored by Northwestern University's Center for Public Safety. The course is designed to improve documentation and analysis of crime scene evidence with sophisticated blood-letting events.

Mike Goodwin (NR-0), Fleet Services Mechanic, to Salisbury, NC from February 28 – March 2, 2016 (\$1,309.31) to attend training on the operation and maintenance of the new Power Curber purchased by the City.

Steve Hesslink (NR-0), Fleet Services Mechanic, to Salisbury, NC from February 28 – March 2, 2016 (\$1,284.31) to attend training on the operation and maintenance of the new Power Curber purchased by the City.

Mike Houseman Jr. (R-0), Street Maintenance Worker, to Hartford, CT from May 21 – May 25, 2016 (\$1,848.00) to attend the 2016 American Public Works Association's 2016 Annual Snow Conference. The conference provides information about the latest in available equipment and opportunities to discuss snow and ice removal with public works administrators from across the country.

Carrie Kruse (NR-1), Economic Development Coordinator, to Blue Springs, MO from April 24 – April 28, 2016 (\$1,945.00) to attend the 2016 Heartland Economic Development course which offers intensive training in the basic concepts, information, methods and strategies of local economic development. A grant to pay the \$965 tuition has been obtained and will reimburse the City for this cost.

Kenneth Robinson (NR-1), Senior Police Officer, to Lansing, MI from June 26 – July 2, 2016 (\$1,641.00) to attend the Police Sniper Instructor Recertification course offer by Center Mass, Inc. The course will allow for re-certification as a sniper instructor for the City.

John Scarlett (NR-0), Senior Police Officer, to New Orleans, LA from June 5 – June 9, 2016 (\$1,595.00) to attend the 26th Annual International Narcotics Investigators Association Drug/Terrorist Interdiction Conference. Classes cover new trends in narcotics, search and seizure, investigation, interdiction, and criminal organizations.

Sara Thies (R-0), Street Maintenance Administrator, to Hartford, CT from May 21 – May 25, 2016 (\$1,848.00) to attend the 2016 American Public Works Association's 2016 Annual Snow Conference. The conference provides information about the latest in available equipment and opportunities to discuss snow and ice removal with public works administrators from across the country.

The budget for travel and training in Fiscal Year (FY) 2016 is \$521,140. The amount expended for travel and training in FY 2016, as of February 2, 2016, is \$209,420.

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 (3) 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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