

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	August 22, 2016
	Agenda Item No.	30
	Roll Call No.	<u>16-1407</u>
	Communication No.	<u>16-481</u>
	Submitted by:	Carl Metzger, Deputy City Manager

AGENDA HEADING:

Submitting travel and training request for Christopher Clement, Jeff Dawson, Jennifer McCoy and Shekinah Young.

SYNOPSIS:

Recommend approval for travel and training request listed below.

FISCAL IMPACT:

Amount: \$2,015 (Clement); \$1,500 (Dawson); \$2,775 (McCoy); \$1,899 (Young)

Funding Source:

- FD105000 – Fire – Emergency Medical Services (Clement)
- PD225000 – Police – Federal Forfeited Funds (Dawson)
- EG062077 – Engineering – Traffic & Transportation Administration & EG062085 – Parking Administration (McCoy)
- CM023000 – City Manager – Information (Young)

ADDITIONAL INFORMATION:

Christopher Clement (NR-0), Lieutenant, to New Orleans, LA from October 3 – October 7, 2016 (\$2,015) to attend the EMS World Conference. The conference provides hands on training and lectures about the latest trends in medicine, treatment, and equipment.

Jeff Dawson (NR-0), Detective, to Albany, NY from September 17 – September 23, 2016 (\$1,500) to attend the 29th Annual Colonel Henry F. Williams Homicide Seminar. The seminar will provide Detective Dawson knowledge and training to help properly investigate homicides within the City of Des Moines.

Jennifer McCoy (R-0), City Traffic Engineer, to Atlanta, GA from September 19 – September 22, 2016 (\$2,775) to attend the National Parking Association’s Annual Conference. The conference will provide the latest trends in maintenance, marketing, parking control equipment and several other areas related to parking system management. It will provide the opportunity to connect with other professionals to discuss emerging issues and trends in parking.

Shekinah Young (R-0), Interim Chief Communications Officer, to San Antonio, TX from September 6 – September 10, 2016 (\$1,899) to attend the City County Communicators Annual Conference. This conference offers effective communication strategies needed to assist in productive communications.

The original budget for travel and training in Fiscal Year (FY) 2017 is \$524,665. The amount expended for travel and training in FY 2017, as of August 16, 2016, is \$36,825.22.

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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