

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	March 6, 2017
	Agenda Item No.	34
	Roll Call No.	<u>17-0379</u>
	Communication No.	<u>17-279</u>
	Submitted by:	Carl Metzger, Deputy City Manager

AGENDA HEADING:

Submitting travel and training for Benjamin Campbell, Brady Carney, Lisa Crabbs, Ryan Moffatt, Hannah Schabilion, Jason Underwood, and Todd Wilshusen.

SYNOPSIS:

Recommend approval for travel and training request listed below.

FISCAL IMPACT:

Amount: \$1,551.40 (Campbell); \$1,837.36 (Carney); \$1,495 (Crabbs); \$1,869.42 (Moffatt); \$1,551.40 (Schabilion); \$1,812 (Underwood); \$1,837.36 (Wilshusen).

Funding Source:

- PD226000 – Police – State Forfeited Funds (Campbell)
- PD226000 – Police – State Forfeited Funds (Carney)
- CDB00117 – Community Development – CDBG Administration (Crabbs)
- CM022000 – City Manager’s Office – Economic Development (Moffatt)
- PD226000 – Police – State Forfeited Funds (Schabilion)
- PW247468 – Public Works – Sewer Administration (Underwood)
- PD226000 – Police – State Forfeited Funds (Wilshusen)

ADDITIONAL INFORMATION:

Benjamin Campbell (NR-0), Senior Crime Scene Investigator, to Denver, CO, from May 15 – May 18, 2017 (\$1,551.40) to attend a course titled “Courtroom Testimony Techniques – Success Instead of Survival”. Part of the duties as a crime scene investigator is to testify in trials, this course will aid in preventing errors in the courtroom.

Brady Carney (NR-0), Vice Narcotics Investigator, to San Antonio, TX, from March 21 – March 25, 2017 (\$1,837.36) to attend the Mexican Cartels and Gangs Seminar. Mexican drug cartels and drug trafficking organizations are present in the Des Moines area and this training is necessary and extremely beneficial and will also allow networking with other narcotics investigators around the country to stay up-to-date in these evolving issues.

Lisa Crabbs (R-1), Assistant Planner, to Denver, CO from March 26 –March 30, 2017 (\$1,495) to attend CDBG training which will help better understand federal rules and regulations that apply to this federal funding allowing for compliance with rules and continued funding.

Ryan Moffatt, (R-0), Economic Development Project Manager, to Blue Springs, MO from April 23 – April 27, 2017 (\$1,869.42) to attend the Heartland Economic Development Course. This is in-depth training on economic development concepts such as workforce development, business attraction and retention, and neighborhood and community reinvestment. A grant has been applied for that would cover the registration cost of \$985.

Hannah Schabillon, (NR-1), Crime Scene Investigator, to Denver, CO from May 15 – May 18, 2017 (\$1,551.40) to attend a course titled “Courtroom Testimony Techniques – Success Instead of Survival”. Part of the duties as a crime scene investigator is to testify in trials, this course will aid in preventing errors in the courtroom.

Jason Underwood, (R-0), Sewer Construction Services Coordinator, to Kansas City, MO from September 17 – September 20, 2017 (\$1,812) to attend the Lucity ACT 2017 Conference. This is an annual conference for the computer system used in the sewers construction services and will allow for networking with other users to discuss best practices and generating software development ideas.

Todd Wilshusen, (NR-0), Vice Narcotics Investigator, to San Antonio, TX from March 21 – March 25, 2017 (\$1,837.36) to attend the Mexican Cartels and Gangs Seminar. Mexican drug cartels and drug trafficking organizations are present in the Des Moines area and this training is necessary and extremely beneficial and will also allow networking with other narcotics investigators around the country to stay up-to-date in these evolving issues.

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 February 28, 2017, is \$311,127.74.

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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