

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	August 14, 2017
	Agenda Item No.	36
	Roll Call No.	<u>17-1375</u>
	Communication No.	<u>17-576</u>
	Submitted by:	Carl Metzger, Deputy City Manager

AGENDA HEADING:

Submitting travel and training for Joe Brandstatter, T.M. Franklin Cownie, David Ness, and Makenzie Patterson.

SYNOPSIS:

Recommend approval for travel and training request listed below.

FISCAL IMPACT:

Amount: \$2,069.00 (Brandstatter); \$862.76 (Cownie); \$1,933.24 (Ness); \$1,925.00 (Patterson)

Funding Source:

- PD226000 – Police – State Forfeited Funds (Brandstatter)
- MC180180 – Mayor & Council (Cownie)
- PD226000 – Police – State Forfeited Funds (Ness)
- PD226000 – Police – State Forfeited Funds (Patterson)

ADDITIONAL INFORMATION:

Joe Brandstatter (NR-0), Budget Analyst II, to Louisville, KY, from September 10 – September 13, 2017 (\$2,069.00) to attend the Developing and Managing Requests for Proposals (RFP) hosted by The Institute for Public Procurement. This course is uniquely designed to prepare professionals to use the RFP process to its maximum potential. The class agenda will identify the process, offer a key understanding of the elements of the proposal and ascertain ways in which the document can be used to its full capability.

T.M. Franklin Cownie (R-0), Mayor, to New Orleans, LA, from August 10 – August 12, 2017 (\$862.76) to attend the 2017 United States Conference of Mayors Summer Leadership Meeting. This will allow for contributions to the development of national urban policy by serving on one or more of the conference’s standing committees. Conference policies and programs are developed and guided by an Executive Committee and Advisory Board, as well as the standing committees and task forces, which are formed to meet changing needs. To examine and act on issues that demand special attention. The timing was such that the arrangements could not be completed before the last Council meeting, so it is appearing on the August 14, 2017 agenda.

David Ness (NR-1), Captain, to Philadelphia, PA, from October 20 – October 24, 2017 (\$1,933.24) to attend the International Association of Chiefs of Police Conference. This is the pre-eminent law enforcement training conference and exposition in the country and will cover a vast array of topics.

Makenzie Patterson (NR-0), Crime Scene Investigator, to Round Rock, TX, from September 24 – September 30, 2017 (\$1,925.00) to attend the Shooting Incident Reconstruction 1 course. This training will review proper documentation techniques, and teach the math and scientific principals involved.

The budget for travel and training in Fiscal Year (FY) 2018 is \$514,360. The amount expended for travel and training in FY 2018, as of August 9, 2017, is \$25,823.99.

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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