

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	January 22, 2018
	Agenda Item No.	21
	Roll Call No.	<u>18-0115</u>
	Communication No.	<u>18-041</u>
	Submitted by:	Carl Metzger, Deputy City Manager

AGENDA HEADING:

Submitting travel and training for Gretchen Hays, Shellie Mackel, Kelly Stuhr, and Chris Westhoff.

SYNOPSIS:

Recommend approval for travel and training request listed below.

FISCAL IMPACT:

Amount: \$2,865 (Hays); \$1,315 (Mackel); \$1,455 (Stuhr); \$2,270 (Westhoff)

Funding Source:

- PD226000 – Police – State Forfeited Funds (Hays)
- LG160000 – Legal – Tort Services (Mackel)
- PD225000 – Police – Federal Forfeited Funds (Stuhr)
- FD105000 – Fire – Emergency Medical Services (Westhoff)

ADDITIONAL INFORMATION:

Gretchen Hays (NR-0) Senior Police Officer, to Fort Worth, TX from February 4 – February 10, 2018 to attend the Fit-To-Enforce Fitness Instructor course. This course is designed to provide information on all basic aspects of fitness training including learning the components of fitness, how to lead exercise in a group setting, proper execution of exercises and administration of fitness tests to produce accurate training and testing results. The course will also provide information on nutrition and injury prevention.

Shellie Mackel (R-0) Senior Litigator, to Chicago, IL from April 25 – April 29, 2018 to attend the 35th Annual Section 1983 Civil Rights Litigation Conference. This conference will cover elements of the Section 1983 claim, municipal liability, supervisory liability, ethical issues and equal protection.

Kelly Stuhr (NR-0) Senior Police Officer, to Las Vegas, NV from March 6 – March 9, 2018 to attend the 2018 Police K-9 Conference. This conference offers a variety of class topics including obedience, legal issues, environmental factors effect on odor, dealing with K-9 medical emergencies, K-9 training records for court purposes and detector dog behavior.

Chris Westhoff (NR-0) Captain, to Charlotte, NC from February 19 – February 24, 2018 to attend the JEMS Conference which is the largest EMS event in the United States for providers. The

conference provides education that covers all aspects within EMS while also enhancing personal development.

The budget for travel and training in Fiscal Year (FY) 2018 is \$514,360. The amount expended for travel and training in FY2018, as of January 16, 2018, is \$280,904.80.

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

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the first floor of City Administration Building, 400 E. Court Avenue Ste.116. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to cityclerk@dmgov.org.