

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Matthew Fertal

From: Maria Stipe

Dept.: City Manager

Dept.: City Manager

Subject: FY 2011-12 OVERNIGHT CONFERENCE
AND TRAINING APPROVAL

Date: June 28, 2011

OBJECTIVE

To convey the attached list of overnight conferences and training sessions included in the proposed 2011-12 Budget for City Council approval.

BACKGROUND

City Council Policy #100-23, pertaining to staff participation in conferences, meetings and training directs the City Manager to submit a list of conferences and training programs for City Council approval as part of the budget adoption process. Once this list is adopted, the City Manager can then approve specific attendance at conferences and training seminars in accordance with the list, and may authorize substitutions. The City Manager may authorize attendance at conferences not on the list where the City is paying for registration only, and the employee is paying for all non-registration costs associated with attendance.

DISCUSSION

The attached list provides information on the overnight conferences and overnight training programs included in the proposed 2011-12 Budget for which the City is paying for more than registration. These conferences, training sessions and seminars will allow staff to remain up-to-date on matters and practices relevant to Garden Grove. Due to the impact of the economy on City revenues, only mandatory and essential conferences and training programs are listed. The majority of programs are conducted in California.

FINANCIAL IMPACT

Funds for specified conferences and training are included in the proposed FY 2011-12 Budget.

RECOMMENDATION

It is recommended that the City Council:

- Approve the attached list of overnight conferences, training and seminars pursuant to City Council Policy #100-23.


MARIA STIPE
Deputy City Manager

Attachment: FY 2011-12 Overnight Conferences, Training, and Seminars List

Approved for Agenda Listing


Matthew Fertil
City Manager

City of Garden Grove
FY 2011-12 Budget
Overnight Conferences, Training and Seminars

Department	Position
<p>CONFERENCES:</p> <p>City Manager LOCC City Mgrs Dept. Meeting</p> <p>Economic Development ICSC IRWA</p> <p>Human Resources NPFLRA Annual Conference CALFLRA Annual Conference</p> <p>Information Technology MISAC</p> <p>Finance CSMFO CMTA CALPERS PRIMA - Annual CMRTA Annual Conference</p> <p>Fire Cal Chiefs Annual Conference IAFC EMS Conference Various UASI Grant Funded Conf's</p> <p>Public Works League of CA Cities</p>	<p>City Manager Deputy City Mgr. Admin. Secretary</p> <p>Director 2 Staff Division Manager 1 Staff</p> <p>Director Director Manager</p> <p>2 Staff</p> <p>Finance Director Finance Director Finance Director Risk Manager Budget Services Manager Business Tax Supervisor 2 Sr. Acct. Specialists</p> <p>Fire Chief Fire Chief Battalion Chief Available to All Ranks</p> <p>Public Works Director</p>
<p>TRAINING AND SEMINARS:</p> <p>City Manager's Office LOCC New Laws and Elections</p>	<p>City Clerk</p>

City of Garden Grove
FY 2011-12 Budget
Overnight Conferences, Training and Seminars

Department	Position
Community Development	
NAHRO/HUD	Housing Manager Sr. Project Planner 2 Staff
HAASC	Housing Manager
HUD Training	Housing Supervisor
Finance Officers Meetings (4)	Housing Supervisor
Community Services	
CPRS	Director
Economic Development	
CRA	Director
Finance	
GFOA Finance Institute	Finance Director
GFOA	Finance Director
EOCC Financial Seminar	Finance Director
CAPPO	Purchasing Agent
Fire	
Cal. Fire Academy	8 Staff (All Ranks)
Regional Fire Training	90 Staff (All Ranks)
CA Training Officers Workshops	Training Officer Captain
Paramedic Training Seminars	Various Paramedic Staff
Fire Investigation Conference (Secured through DHS Grant)	3 Arson Investigators
Various UASI Grant Funded Trainings	Available to All Ranks
Human Resources	
CalPERS Annual Educational Forum	Director Manager
PASMA Meetings	Benefits Supervisor
NEOGov Training	Principal Personnel Analyst
Police	
POST Reimbursable Classes	Officers & Civilians
Public Works	
Fire Mechanics	2 Mechanics