

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Matthew Fertal

From: Maria Stipe

Dept.: City Manager

Dept.: City Manager

Subject: FY 2012-13 OVERNIGHT CONFERENCE
AND TRAINING APPROVAL

Date: June 26, 2012

OBJECTIVE

To convey the attached list of overnight conferences and training sessions included in the proposed 2012-13 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 2012-13 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 2012-13 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 2012-13 Overnight Conferences, Training, and Seminars List

Approved for Agenda Listing


Matthew Fertil
City Manager

**City of Garden Grove
FY 2012-13 Budget
Overnight Conferences, Training and Seminars**

Department	Position
CONFERENCES: City Manager LOCC City Mgrs Dept. Meeting Human Resources NPELRA Annual Conference CALPELRA Annual Conference Information Technology MISAC Finance CSMFO CMTA CALPERS PRIMA - Annual CMRTA Annual Conference Fire Cal Chiefs Annual Conference IAFC EMS Conference Various UASI Grant Funded Conf's Public Works League of CA Cities	City Manager Director Director Manager 2 Staff Finance Director Finance Director Finance Director Risk Manager Budget Services Manager Business Tax Supervisor 2 Sr. Acct. Specialists Fire Chief Fire Chief Battalion Chief Available to All Ranks Public Works Director
TRAINING AND SEMINARS: City Manager's Office LOCC New Laws and Elections Community Development NAHRO/HUD HAASC HUD Training Finance Officers Meetings (4) Community Services CPRS	City Clerk Housing Manager Sr. Project Planner 2 Staff Housing Manager Housing Supervisor Housing Supervisor Director

**City of Garden Grove
FY 2012-13 Budget
Overnight Conferences, Training and Seminars**

Department	Position
Finance GFOA Finance Institute GFOA LOCC Financial Seminar CAPPO	Finance Director Finance Director Finance Director Purchasing Agent
Fire Cal. Fire Academy Regional Fire Training CA Training Officers Workshops Paramedic Training Seminars Fire Investigation Conference <i>(Secured through DHS Grant)</i> Various UASI Grant Funded Trainings	8 Staff (All Ranks) 90 Staff (All Ranks) Training Officer Captain Various Paramedic Staff 3 Arson Investigators Available to All Ranks
Human Resources CalPERS Annual Educational Forum PASMA Meetings NEOGov Training	Director Manager Benefits Supervisor Principal Personnel Analyst
Police POST Reimbursable Classes	Officers & Civilians
Public Works Fire Mechanics	2 Mechanics