

## City of Garden Grove

## INTER-DEPARTMENT MEMORANDUM

To: Scott C. Stiles From: Maria Stipe  
 Dept.: City Manager Dept.: City Manager  
 Subject: Proposed Budget for Fiscal Year 2016-17: Approval of the Fiscal Year 2016-17  
 Overnight Conference and Training List. (*Action Item*) Date: 6/28/2016

OBJECTIVE

To convey the attached list of overnight conferences and training sessions included in the proposed 2016-17 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 2016-17 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 the City of Garden Grove. Only mandatory and essential conferences and training programs are listed and the majority of programs are conducted in California.

FINANCIAL IMPACT

Funds for specified conferences and training programs are included in the proposed FY 2016-17 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.

ATTACHMENTS:

| Description                                       | Upload Date | Type       | File Name  |
|---|-------------|------------|--|
| Overnight Conferences, Training and Seminars List | 6/22/2016   | Cover Memo | FY_2016-17_Overnight_Conferences__Training__and__Seminars_List_(1).pdf |

REVIEWERS:

| Department          | Reviewer       | Action   | Comments |
|---------------------|----------------|----------|----------|
| City Manager        | Stiles, Scott  | Approved |          |
| City Clerk          | Bailor, Kathy  | Approved |          |
| City Attorney       | Sandoval, Omar | Approved |          |
| Deputy City Manager | Stipe, Maria   | Approved |          |

**City of Garden Grove  
FY 2016-17 Budget  
Overnight Conferences, Training and Seminars**

| <u>DEPARTMENT</u>                            | <u>POSITION</u>   |
|--|---|
| <b><u>CONFERENCES:</u></b>                   |   |
| <b><u>City Manager</u></b>                   |   |
| ICMA Annual Conference                       | City Manager  |
| CCAC Annual Conference                       | City Clerk  |
| CAHA   | Housing Manager   |
| Finance Officers Meetings (4)                | Housing Manager/ Housing Supervisor                               |
| HAASC  | Housing Manager   |
| HUD Training                                 | Housing Supervisor  |
| NAHRO/HUD                                    | Housing Manager, Housing Supervisor                               |
| <b><u>Community/Economic Development</u></b> |   |
| CALED Annual Conference                      | Director, Sr. Proj Mgr, Project Mgr, Sr. Program Spec.            |
| ICSC RECon                                   | Director, Sr. Proj Mgr, Project Mgr, Sr. Program Spec.            |
| ICSC West Division                           | Director, Sr. Proj Mgr, Project Mgr, Sr. Program Spec.            |
| NAHRO/HUD                                    | Neighborhood Improvement Manager                                  |
| SCACEO Annual Conference                     | Code Officers   |
| <b><u>Finance</u></b>                        |   |
| CALPERS                                      | Finance Director  |
| CMRTA Annual Conference                      | Finance Dir, Bus. Tax Spvrs, Bus. Tax Inspctr, 2 Sr. Acct. Specs. |
| CMTA   | Finance Director  |
| CSMFO  | Finance Director, Accounting Manager                              |
| <b><u>Fire</u></b>                           |   |
| Cal Chiefs Annual Conference                 | Fire Chief  |
| IAFC EMS Conference                          | Battalion Chief   |
| JAC Labor Conference                         | Fire Chief, Division Chief  |
| League of Cities                             | Fire Chief, Division Chief  |
| OC Fire Chiefs                               | Fire Chief  |
| OC Training Officers                         | Fire Captain  |
| PELRAC                                       | Fire Chief, Division Chief  |
| SAFER  | Division Chief, Fire Captain                                      |
| WFC Annual Conference                        | Fire Chief  |
| <b><u>Human Resources</u></b>                |   |
| CALPELRA Annual Conference                   | Director, Manager   |
| NPELRA Annual Conference                     | Director  |
| <b><u>Information Technology</u></b>         |   |
| ESRI Developer Summit                        | GIS Coordinator, IT Programmer                                    |
| MISAC  | IT Director, IT Manager   |
| OSCON  | Sr. IT Analyst  |
| Rubyconf                                     | Sr. IT Analyst  |
| <b><u>Police</u></b>                         |   |
| Cal Chiefs                                   | Police Chief  |
| CHIA   | Homicide Detective  |
| CNOA   | SIU Officers  |
| Crime Intel Analyst Assn                     | Crime Analyst   |
| IACP   | Police Management Staff - TBD                                     |
| <b><u>Public Works</u></b>                   |   |
| LOCC   | Public Works Director   |

**City of Garden Grove  
FY 2016-17 Budget  
Overnight Conferences, Training and Seminars**

**DEPARTMENT**

**POSITION**

**TRAINING AND SEMINARS:**

**City Manager's Office**

LOCC City Manager Training  
LOCC New Laws and Elections  
Finance/HUD  
HAMA/HUD

City Manager, Deputy City Manager  
City Clerk  
Housing Manager  
Housing Mgr, Housing Supervisor, Sr. Housing Spec.

**Community/Economic Development**

AEP  
ALIS  
APA  
CALBO  
CEQA & GIS  
CTI  
IAPMO  
ICC  
NFPA  
OCVA Tourism Conferences  
Open Streets National Summit/CICLAVIA

Current Planners  
Sr. Proj Mgr, Project Mgr, Sr. Program Specialist  
Planning Commissioner, Planning Manager  
POA, Bldg. Inspector, Permit Tech, Supervising Bldg. Insp.  
Current Planners  
Bldg. Inspector, Plans Examiner  
POA, Bldg. Inspector, Permit Tech, Supervising Bldg. Insp.  
Building Official, Bldg. Inspector, Permit Supervisor  
Building Official, Bldg. Inspector, Plan Check Engineer  
Sr. Proj Mgr, Project Mgr, Sr. Program Specialist  
Director, Planning Manger, Sr. Planner

**Community Services**

CPRS

Director, 2 Division Managers

**Finance**

CAPPO  
CMTA Annual Conference  
GFOA (Various Training)  
GFOA Finance Institute  
LOCC Financial Seminar

Purchasing Agent, Buyer  
Revenue Manager  
Finance Director  
Finance Director  
Finance Director

**Fire**

Auto Extrication Training  
CA Training Officers Workshops  
Cal. Fire Academy  
EMT Recert, RSC  
IFIC Cert. Classes  
NFPA Code Hearing  
Paramedic Training Seminars  
Red Helmet  
Regional Fire Training  
Regional Fire Training  
Rio Hondo Truck Academy  
Saddleback College

3 Staff (All Ranks)  
Training Officer, Captain  
4 Staff (All Ranks)  
90 Staff (All Ranks)  
Fire Prevention Staff  
Fire Marshal  
Various Paramedic Staff  
Various (All Ranks)  
Fire Prevention Staff  
90 Staff (All Ranks)  
6 Staff (All Ranks)  
Various (All Ranks)

**Human Resources**

CalPERS Annual Educational Forum  
NEOGov Training  
PASMA Meetings

Director, Manager  
Principal Personnel Analyst  
Benefits Supervisor

**Information Technology**

CISSP Training  
ITIL Training

Sr. IT Analyst  
IT Manager

**Police**

CalNENA  
CALRO  
CVSA Training  
FARA  
LEIU  
MEU Training  
Non-POST Training  
POST Reimbursable Classes  
Spillman Users Conference  
SWAT Training

Communications Mgr., Comm. Supervisors  
Resort Unit Officer, Intel Officer  
Background Investigators  
Ordinance Coordinator  
Lieutenant, Intel Officer  
MEU Officers  
Officers & Civilians  
Officers & Civilians  
Spillman Administrators  
SWAT Team

**Public Works**

Fire Mechanics

2 Mechanics