



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, January 28, 2020
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	2020 Lifesavers Conference
Background Information:	<p>Officer Chris Kruk has been invited by the MN Office of Traffic Safety to attend the 2020 Lifesavers Conference being held in Tampa, Florida from March 14th thru March 17th, 2020. Officer Kruk has worked hard with our Towards Zero Death (TZD) Program and continues to work close with the state coordinator which has earned him this opportunity. This invitation was given to three officers in the southern half of Minnesota. All expenses will be covered for the conference by the Office of Traffic Safety (flight, meals, lodging, travel etc.). Officer Kruk personally will be reimbursed by the OTS and no expenses will flow through the City of Marshall.</p> <p>The commitment the City of Marshall will have associated to the conference will be approximately 26 hours of Officer Kruk's time in training. We can cover Officer Kruk's shifts without overtime and by him trading shifts with other officers. In the letter received from the Office of Traffic Safety it highlights Chris's commitment to traffic safety and the fact he has earned this trip through consistent outstanding work.</p> <p>11.4 AUTHORIZATION FOR IN AND OUT OF STATE TRAVEL Employee travel for operational, training, professional development, or other business-related purposes must be pre-approved by the Division Director and City Administrator. City Council approval is required for travel requiring airfare or non-budgeted out of state travel. Attendance at training or conferences out of state may be approved only if the training or conference is not available locally. Authorization must be granted prior to incurring the actual expenses.</p>
Fiscal Impact:	Training hours
Alternative/ Variations:	
Recommendations:	Approve the out of state travel for Corporal Chris Kruk to attend the 2020 Lifesavers Conference.