

# Out of State Travel/Training Request Presented to Personnel Committee for Approval

**Requesting Supervisor/Manager:** Nick Reimer                      **Department:** Police Dept.  
**Names of Employees Attending:** Officer Brad Hayner and Officer Eric Schultz  
**Is this training and travel within budget?** Yes

Name of Training	Dates of Training	Location of Training
D.A.R.E. Certification	January 22 <sup>nd</sup> to February 2 <sup>nd</sup> , 2018	Bureau of Criminal Apprehension 1430 Maryland Ave East, St Paul Minnesota

Estimated cost of training	\$1,250.00 X 2 = \$2,500
Estimated cost of travel	\$120.00
Estimated cost of meals	\$200.00 X 2 = \$400
Estimated cost of accommodations	\$1200.00
Estimated cost of misc. expenses	\$0.00 Please explain: Regular officer salary
<b>Total estimated cost</b>	<b>\$4,220</b>

**Requesting Supervisor/Manager Comments:** With the retirement of Sgt. Jacobs in June of 2018 we are in need of another DARE certified officer to teach DARE. It would be a daunting task to ask the remaining officers (one patrol officer and 2 SRO's) to pick up extra DARE classes.

**What are the objectives for the training?** *The D.A.R.E. Mission is "Teaching students good decision-making skills to help them lead safe and healthy lives"*

*The D.A.R.E. Vision is "A world in which students everywhere are empowered to respect others and choose to lead lives free from violence, substance abuse, and other dangerous behaviors."*

**How will this training be shared / implemented upon return?** This knowledge will used to teach students at our local schools the dangers of drug and alcohol abuse, bullying, and how to deal with stress.

**How will this training benefit the City?** This training will help strengthen relationships with our youth population and will provide our youth population with tools to avoid drug/alcohol abuse and how to deal with bullying and stress. It gets our youth population to see officers from a different perspective and gives them a positive role model.

**What is the return on the investment?** There is not a monetary ROI for this. The officer would be paid his regular rate of pay, and there would be some travel expenses. Work day breakfast and lunch are included in the \$1250 training cost. DARE is an invaluable tool to help the police department commit to community oriented policing and building trust in the community between officers and our youth.

Supervisor Approval/Decline

Approved  Declined  Reason for decline: \_\_\_\_\_

Supervisor/Manager Signature: Nick Reimer Dated: December 18<sup>th</sup> 2017

\*\*Please attach any additional information you would like considered with this request