

September 1, 2026

Board of Supervisors
Kern County Administrative Center
1115 Truxtun Avenue
Bakersfield, CA 93301

RETROACTIVE UNUSUAL TRAVEL REQUEST FOR SENIOR HUMAN RESOURCES ANALYST NESRINE ANNAN TO ATTEND THE ASSOCIATION OF WORKPLACE INVESTIGATORS TRAINING INSTITUTE IN DENVER COLORADO

(Fiscal Impact: \$7,318.24; Budgeted; Discretionary)

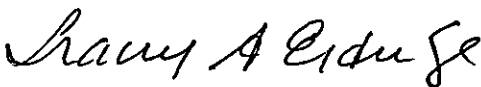
This item is to request your Board's authorization to substitute Aging and Adult Services authorization for unusual travel and authorize Senior Human Resources Analyst Nesrine Annan to attend in their place. Aging and Adult Services submitted to your Board an unusual travel request for an employee to attend the 2026 Association of Workplace Investigators (AWI) training in Denver Colorado from August 16, 2026, through August 21, 2026. Following your Board's approval on August 11, 2026, the employee promoted into a new role at another department and would no longer be conducting investigations. Registration for AWI training is very limited, and the County is only able to secure a few spots every year. Additionally, Human Resources currently conducts investigations for Aging and Adult Services and was able to identify an employee, Senior Human Resources Analyst Nesrine Annan, that could attend on short notice.

Ms. Annan attendance at the institute required her absence for five working days and exceed \$4,500 in expenses. The breakdown of the cost for attending is as follows: registration \$3995, lodging \$2300, airfare \$520, meals \$503.24. The estimated total for the training is \$7,040 with \$3745 already paid by Aging and Adult Services. The amount is slightly higher than the approval given to Aging and Adult due to a \$250 registration transfer fee, higher airfare, and the addition of one night of the hotel stay to accommodate the return flight schedule. However, the alternative would have been to forfeit the entire cost.

The County Administrative Manual states that training which exceeds \$4,500 in expenses must be approved by the Board of Supervisors.

Therefore, **IT IS RECOMMENDED** that your Board approve the retroactive request for the Unusual Travel Request for Senior Human Resources Analyst Nesrine Annan to attend the Association of Workplace Investigators Training Institute in Denver Colorado from August 16 through August 21, 2026, at a cost estimated at \$7,318.24.

Sincerely,



Tracey A. Eldridge
Chief Human Resources Officer
cc: Auditor-Controller -County Clerk
CAO

GROUND  BOUNDLESS