June 18, 2013

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

UNUSUAL TRAVEL REQUEST FOR SHERIFF’S SERGEANT MAURICIO MARQUEZ, AND DEPUTY CHRISTOPHER MARTIN AND DEPUTY TIM CAUGHRON TO ATTEND THE AIRBORNE LAW ENFORCEMENT ASSOCIATION CONFERENCE IN ORLANDO, FLORIDA

(Fiscal Impact: $9,897; Budgeted; Discretionary)

The County Administrative Procedure Manual states that training which requires an employee to be absent for more than five working days or exceeds $2,500 in expenses must be approved by the Board of Supervisors.

Sheriff’s Sergeant Mauricio Marquez and Deputy Christopher Martin and Deputy Tim Caughron are scheduled to attend the Airborne Law Enforcement Association Conference in Orlando, Florida from July 14, 2013 through July 21, 2013.

Sergeant Marquez will attend the Aviation Unit Manager Course. This course is designed to provide aviation unit managers and supervisors with the latest information and tools to effectively and efficiently manage their agency’s aviation unit.

Deputy Christopher Martin will attend the Fixed-Wing Operations Course. This course will educate the students on the missions, specific technology, tactics, traffic enforcement, and surveillance specific to the operation of a fixed-wing aircraft in the law enforcement mission.

Deputy Tim Caughron will attend the Flight Instructor Refresher Course (FIRC), followed by a one-day Train-the-Trainer Course. This course will guide the student toward renewing their current Flight Instructor Certificates under Federal Aviation Regulation Part 61, while enhancing their knowledge and skill with the latest developments in standardization, regulations and helicopter flight techniques. The Train-the-Trainer component will cover such topics as crew resource management,
regulatory review of training requirements, and a review of airborne law enforcement aviation accidents.

Attendance at this conference requires their absence for more than five days and exceeds $2,500 in expenses per individual. The breakdown of the cost for each deputy to attend this conference is as follows: tuition $450, lodging $1,470, meals $448, travel $931. The estimated total for the training for each is $3,299.

Therefore, IT IS RECOMMENDED that your Board approve the Unusual Travel Request and Authorization for Sheriff’s Sergeant Mauricio Marquez and Deputy Christopher Martin and Deputy Tim Caughron to attend the Airborne Law Enforcement Association Conference in Orlando, Florida from July 14, 2013 through July 21, 2013, at a cost not to exceed $9,897.

Sincerely,

DONNY YOUNGBLOOD, Sheriff-Coroner

By: Kevin Zimmermann, Chief Deputy
    Law Enforcement Bureau

Attachment

cc: Auditor-Controller-County Clerk
    CAO