



Board of Supervisors
Meeting Date: February 14, 2017
Prepared By: Dava Kohlman
Preparer Phone: 530-527-4655
Preparer Email: dkohlman@co.tehama.ca.us
Regular Item

**BOARD OF SUPERVISORS / OUT OF STATE TRAVEL - Chief Administrator
Williams Goodwin**

Requested Action(s)

- a) Discussion and possible action to approve one Tehama County Supervisor to attend the NACo Legislative Conference being held in Washington, D.C., February 25 - March 1, 2017

Financial Impact:

In November 2016, travel expenses were estimated at \$3,240 (registration, lodging, air fare, airport parking, mileage, and meals). At that time, it was noted that costs would increase as it became closer to the conference date and there is a possibility that lodging may no longer be available.

Background Information:

In accordance with the Board's past practice, proposals for Board members to travel out-of-state on County business are brought to the full Board for approval in advance.

Candy Carlson, in her role as the Tehama County Representative of the NACo Community, Economic and Workforce Development Steering Committee, has made a request to attend the NACo Legislative Conference in Washington, D.C., in February 2017. This request was brought to the Board on 11/22/16 but the item was postponed until after the Strategic Planning Workshop held on 2/3 and 2/4/17. Since that time, Candy Carlson has been appointed as Vice Chair of the California State Association of Counties (CSAC) Health and Human Services Policy Committee. It should be noted that the 2017 NACo Annual Conference will take place July 21-24, 2017 in Franklin County, Ohio which may be a more feasible option at this late date.

At the time of the original request, a conservative estimate for the cost of this conference was \$3,240, with air fare and reduced conference hotel pricing. As of November 15, 2016, the Board had \$9,484 remaining in its travel budget. Board attendance at the 2016 annual CSAC Conference being held in Palm Springs, November 29, 2016 - December 2, 2016, was anticipated to cost approximately \$5,603, leaving a travel budget of approximately \$3,881 for the balance of the fiscal year. Subsequent to the original agenda request, two Supervisors did not attend the CSAC Conference which resulted in approximately \$800 in savings for lodging, a refund of \$550 for CSAC registration, and additional cost savings for travel expenses and per diem.

Attachment List:

NACo Letter (PDF)