



Agenda Date: 8/16/2017  
Agenda Placement: 7E

## Napa Sanitation District Board Agenda Letter

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**TO:** Honorable Board of Directors  
**FROM:** Timothy Healy - General Manager  
NS-Collection System Maint  
**REPORT BY:** Nick J Becker, Collection System Manager - 258-6026  
**SUBJECT:** Authorize Travel for Two Collection System Staff to Las Vegas, NV for the CWEA Annual Tri-State Conference

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### **RECOMMENDATION**

Authorize out-of-state travel for two Collection System Department staff for the purpose of attending the CWEA Annual Tri-State Conference in Las Vegas, Nevada, from September 26-28, 2017.

### **EXECUTIVE SUMMARY**

This action authorizes out-of-state travel for two Collection System Department staff for the purpose of attending the CWEA Annual Tri-State Conference in Las Vegas, Nevada, from September 26-28, 2017.

This conference will allow employees to attend classes that will improve the skills they already possess, learn new ones and gain the continuation points needed to maintain their certifications. There are several classes at this conference that our employees can attend. Some will teach proper cleaning techniques while utilizing our combination vacuum trucks and also how to safely use them to hydro excavate. Another class will teach how to use a cleaning truck that utilizes water recycling which is a fairly new technology. The Collections Department is also in the process of researching for the purpose of purchasing a new combination cleaning truck. With over 300 vendors from three different states, this will allow us to see a wider range of available equipment.

This authorizes travel on Monday, September 25th through Thursday, September 28, 2017.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      Yes

Is it currently budgeted? Yes  
Where is it budgeted? Adequate funds are included in the FY 2017/18 budget.  
Is it Mandatory or Discretionary? Discretionary  
Discretionary Justification: Opportunity to obtain certification points.  
Is the general fund affected? Yes  
Future fiscal impact: None.  
Consequences if not approved: Staff would not obtain required certification points at this conference.  
Additional Information:

**ENVIRONMENTAL IMPACT**

None.

**BACKGROUND AND DISCUSSION**

None.

**SUPPORTING DOCUMENTS**

None

Napa Sanitation District: Approve

Reviewed By: Timothy Healy