

**RESOLUTION
 CITY OF SAINT PAUL, MINNESOTA**

Presented by _____

- 1 WHEREAS, Demand Abolition would like to pay the costs for training and policy development for two
- 2 officers of the City of Saint Paul Police Department (SPPD); and
- 3
- 4 WHEREAS, the costs of travel, air, lodging and meals will either be paid direct by Demand Abolition or
- 5 reimbursed to SPPD upon request according to their policy; and
- 6
- 7 WHEREAS, the SPPD would like to accept this unsolicited donation with an estimated value of \$2,500
- 8 (two thousand five hundred dollars); and
- 9
- 10 THEREFORE BE IT RESOLVED, that the City Council accepts this generous donation and extends its
- 11 sincere thanks to Demand Abolition.
- 12

	Yeas	Nays	Absent
Bostrom			
Brendmoen			
Lantry			
Stark			
Thao			
Thune			
Tolbert			

Requested by Department of: **POLICE**

By: **Thomas E. Smith, Chief of Police**



Approved by the Office of Financial Services

By: _____

Approved by City Attorney

By: _____

Approved by Mayor for Submission to Council

By: _____

Adopted by Council: Date _____

Adoption Certified by Council Secretary

By: _____

Approved by Mayor: Date _____

By: _____



Saint Paul Police Department
Employee Training/Travel Approval Form



Last Name: Gainey, First Name: Raymond, Full Middle Name: Andrew, Date of Birth: 06/09/1964
Cell Phone#: 651-245-1475, Voice Mail#: 651-266-5988, Badge#: 132, Assignment: Human Trafficking
Destination: Phoenix, AZ, Dates: From: 02-03-15 - 02-05-15, POST#: 12247

Training and Policy Development

Grant Funded? () Yes (x) No All expenses paid by Demand Abolition

Account Code: N/A

Is this Budgeted? () Yes () No N/A

Estimated Costs

Reimbursement for expenses will not exceed the amount on the "Total" line at right.

(67530) Transportation \$, (67535) Lodging \$, (67540) Meals \$, (67505) Registration Fee \$, (67545) Taxi/ Shuttle \$, (64705) Car Rental \$, (67545) Misc \$, Total \$

Justification for Car Rental:

Travel Via

(x) Airplane

() Department Vehicle

() Personal Vehicle

Gas Card Needed () Yes () No

Make/Model

License Plate#

Squad#

VIN#

Air Travel

(x) Making My Own Arrangements

() Request Assistance

Preferred Travel Dates:

Preferred Travel Times:

Request to Fly Armed? () Yes () No

If so, Training Completed () Yes () No

Lodging

Wigwam Resort

(x) Making My Own Arrangements

() Request Assistance

Preferred Hotel:

Registration

(x) Self Registered

() Request Assistance (include documents)

The purpose of this Approval Form is to ensure the request has been approved by all supervisors affected, appropriate funding is identified and both the department and the individual derive a benefit from the travel/training.

Attach course brochures, registration forms or other supporting documents to this approval form. The Assistant Chief's Secretary can aid you with registration, travel and lodging arrangements if you wish.

If travel is for training, a certificate and course outline and/or agenda must be immediately submitted to the Training Unit by the attendee to ensure POST credit. POST credit will not be granted without this information.

I have read and understand my obligations.

Signatures: Traveler, Immediate Supervisor, Unit Commander, Training Commander, Assistant Chief, Chief

Date: 1/21/15, Date: 1-22-15, Date: 1-29-15

** Do not use a procurement card to pay for your trip. **
Travel advance funds are not available.

Notes:

N/A



1. REGISTRATION

Please register for the event by clicking [here](#). If that link does not work, please copy and paste the following into your web browser:

<https://docs.google.com/forms/d/19cy7l3zcycI31fZT1AYYoF1eIPQ0SB6hpnve1OMSGU/viewform>

2. FLIGHTS

Travel costs will be covered for participants living 60 miles or more from the Wigwam Arizona, unless otherwise discussed.

Please call Travel Collaborative at 617.497.8141, triplets@tvcoll.com to make travel arrangements and provide "Hunt Alternatives, Demand Abolition" as the name. If, for any reason, you decide to change your flight once it has been booked, you will be responsible for all costs associated with a flight change.

3. ACCOMMODATIONS

Hotel reservations and conference space will be held at:

300 East Wigwam Blvd
Litchfield Park, Arizona 85340
www.wigwamarizona.com

Once your flights are booked, we will be notified, and you will be added to our hotel confirmation list. You will not have to contact the hotel prior to your arrival. Check in time at the Wigwam is 4:00pm. Check-out time is 11:00am. Luggage storage will be available on the day of your departure.

For more information on their facilities, please visit their website [here](#).

4. HOTEL INCIDENTALS

We will cover the cost of your hotel room during the above listed dates; however, **you will have to pay for any incidental charges incurred during your stay** (e.g., phone calls, snack bar, laundry service, room service, etc.).

Wireless access will be free of charge to launch participants.

5. MEALS

Demand Abolition will be providing meals at the hotel throughout the duration of our programming. Please see the agenda for specific meals that will be provided. We will not be offering reimbursement for additional meals.

Please let Delaney know of any dietary restrictions by **Friday, January 12**. We will make every effort to accommodate your needs.

6. PACKING and PREPARING

Business casual attire is recommended for the event (e.g., slacks, khakis, polo shirts, etc.). The weather in Phoenix is expected to be warm with average temperatures ranging from 65°F to 77°F. Please bring appropriate clothing for warm and cool weather (light breathable materials like cotton and layers to adjust to hotel and outdoor temperatures).

If you'd like to take advantage of the sports facilities and pools at the hotel, please pack necessary clothing accordingly.

7. REIMBURSEMENT

To be reimbursed for approved expenses (see above for details), please email Delaney for an expense report template. Once you receive the template, please provide all required information and scanned copies or photos of your receipts.

8. AGENDA

Please see additional attachments for a draft agenda. We'll be sending out a final agenda **Monday, January 12**.



CEASE Network: The Countdown Begins

Tuesday, February 2 – Thursday, February 5
Phoenix, Arizona

DAY ONE

Tuesday, February 3, 2015

300 East Wigwam Blvd.
Litchfield Park, Arizona 85340

CEASE Demand: The Countdown Begins

Dinner and panel discussion with leaders in the anti-trafficking movement. Attendees include law enforcement from across the country, CEASE Network leaders, and other critical stakeholders in reducing the demand for illegal commercial sex.

Begins at 5:30p.m.

DAY TWO

Wednesday, February 4, 2015

300 East Wigwam Blvd.
Litchfield Park, Arizona 85340

Law Enforcement Convening

Law Enforcement personnel from across the country will come together to learn about different demand reduction approaches and receive specific training on how to implement tactics within their jurisdictions.
Breakfast, lunch and dinner included.

8:00a.m. – 8:00p.m.

DAY THREE

Thursday, February 5, 2015

300 East Wigwam Blvd.
Litchfield Park, Arizona 85340

Law Enforcement Convening Continued

Law Enforcement personnel from across the country will come together to learn about different demand reduction approaches and receive specific training on how to implement tactics within their jurisdictions.
Breakfast and lunch included.

8:00a.m. – 3:15p.m.



**Saint Paul Police Department
Employee Training/Travel Approval Form**



Last Name Thomasser	First Name Robert	Full Middle Name Lawrence	Date of Birth 12/04/1966
Cell Phone# 651-485-0522	Voice Mail# 65888	Badge# 66	Assignment Narco / Human Trafficking
Destination Phoenix, AZ	Dates: From: 2/3/15 (DAL 2134)	TO: 2/5/15 (DAL 1955)	POST# 13072

Purpose of Travel
Training and Policy Development

Grant Funded? () Yes (X) No All expenses paid by Demand Abolition

Account Code **NIA** Is this Budgeted? () Yes () No **NIA**

<p>Estimated Costs</p> <p>Reimbursement for expenses will not exceed the amount on the "Total" line at right.</p>	(67530) Transportation \$ <u>0</u> (include bag fees)
	(67535) Lodging \$ <u>0</u> (add appx 20% for tax)
	(67540) Meals \$ <u>0</u>
	(67503) Registration Fee \$ <u>0</u>
	(67545) Taxi/Share/Car \$ <u>0</u> (to/from airport)
	(64705) Car Rental \$ <u>0</u> (if approved in advance by Chief)
	(67545) Misc \$ <u>0</u> (detail charges)
Total \$ <u>0</u>	

Justification for Car Rental:

Travel Via
 Airplane
 Department Vehicle
 Personal Vehicle

Gas Card Needed () Yes () No
 Make/Model _____ License Plate# _____ Squad# _____
 VIN# _____

Air Travel
 Making My Own Arrangements
 Request Assistance

Preferred Travel Dates:
 Preferred Travel Times:
 Request to Fly Armed? () Yes () No
 If so, Training Completed () Yes () No

Lodging
 Making My Own Arrangements
 Request Assistance
 Preferred Hotel: _____

Registration
 Self Registered
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The purpose of this Approval Form is to ensure the request has been approved by all supervisors affected, appropriate funding is identified and both the department and the individual derive a benefit from the travel/training. It is the requesting person's and his/her supervisor's responsibility to identify the appropriate funding source.

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I have read and understand my obligations.

Traveler	Signatures	Date 1/20/15
Immediate Supervisor _____		Date _____
Unit Commander _____		Date _____
Training Commander _____		Date _____
Assistant Chief		Date 1-22-15
Chief		Date 1-29-15

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Notes: **N/A**



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