



City of La Quinta

CITY / SA / HA / FA MEETING DATE: June 16, 2015

ITEM TITLE: AUTHORIZE OVERNIGHT TRAVEL FOR TRAFFIC SIGNAL SUPERVISOR AND FACILITIES MAINTENANCE COORDINATOR TO ATTEND TRAINING IN PASO ROBLES, CALIFORNIA ON SEPTEMBER 7, 8 AND 9, 2015

AGENDA CATEGORY:

BUSINESS SESSION:

CONSENT CALENDAR: 20

STUDY SESSION:

PUBLIC HEARING:

RECOMMENDED ACTION:

Authorize overnight travel for the Traffic Signal Supervisor and Facilities Maintenance Coordinator to attend the California Joint Powers Insurance Authority Management Academy to be held September 7, 8 and 9, 2015 in Paso Robles, California.

EXECUTIVE SUMMARY:

- The Management Academy is offered by the California Joint Powers Insurance Authority (JPIA) to improve management and supervisory skills.
- Staff recommends approval of this training in order for these City employees to receive California JPIA Management Academy Certification.

FISCAL IMPACT:

The estimated cost for both employees is \$1,720. Funds are available in the Fiscal Year 2015/2016 budget (Travel, Training and Meetings).

BACKGROUND/ANALYSIS:

The Management Academy is designed for entry-level managers and supervisors. It provides participants with unique approaches to help improve the performance, motivation, and commitment of employees in a complex and regulated employment environment.

California JPIA Management Academy will help the Traffic Signal Supervisor and Facilities Maintenance Coordinator explore their roles as managers and supervisors in the following areas:

- Role of the Public Sector Supervisor
- Decision Making
- Job-Person-Environment
- Orientation Training, Coaching, and Delegation
- Performance Appraisal and Dealing with Performance Issues

This training is only offered annually and Paso Robles is this year's location.

ALTERNATIVES:

The City Council can deny this request. However, this alternative is not recommended as staff would not be allowed to take advantage of this professional development opportunity which would benefit City service delivery.

Report prepared by: Ed Wimmer, P.E., Principal Engineer

Report approved for submission by: Timothy R. Jonasson, P.E.

Public Works Director/City Engineer and
Edie Hylton, Deputy City Manager