

ITEM	15
MANAGER'S REPORT NO.	45
COUNCIL MEETING	June 20/77

Re: PRODUCTIVITY MEASUREMENT AND IMPROVEMENT COURSE
SAN FRANCISCO, CALIFORNIA - JUNE 20/22, 1977

The subject course, which was offered earlier this year in Seattle but then cancelled, is now being offered in San Francisco on June 20, 21 and 22, 1977. As this course is specifically designed for law enforcement personnel who are directly responsible for budgetary preparation, control and accountability of performance, it is particularly appropriate for the Officer-in-Charge, Burnaby Detachment, R.C.M.P. to attend. Attached is his request for authorization to do so.

Because of the timing involved, the Municipal Manager gave the Officer-in-Charge approval to attend the course which started to-day. Council is now being informed of this matter with a request to ratify the action that has been taken.

The agenda for the course includes workshops and talks by experts in the fields of law enforcement, criminal justice and evaluation design and measurement techniques. It will also provide the Officer-in-Charge with an opportunity to share information of a mutual interest and concern with officers from a number of other jurisdictions.

RECOMMENDATION:

1. THAT the action taken by the Municipal Manager to have the Officer-in-Charge, Burnaby Detachment, R.C.M.P. attend the Productivity Measurement and Improvement course in San Francisco on June 20, 21 and 22, 1977 be ratified.

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165

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ROYAL CANADIAN MOUNTED POLICE
6355 Gilpin St.,
Burnaby, B. C.

GENDARMERIE ROYALE DU CANADA



YOUR NO.
VOTRE NO

OUR NO.
NOTRE NO

MUNICIPAL MANAGER'S
OFFICE

June 17, 1977

The Municipal Manager,
The Corporation of the District of Burnaby
4949 Canada Way
Burnaby, B. C.
Y5G 1M2

Dear Sir:

RE: Productivity Measurement and Improvement Course -
June 20/22, 1977 San Francisco, California.

Further to my correspondence in this regard, dated April 22, 1977, Theorem Institute did not proceed with the Police Productivity Measurement and Improvement Course at Seattle on April 30 to May 2, 1977. This course was, however, re-scheduled for June 20/22, 1977 at San Francisco.

Reference our telephone conversation June 17, 1977 at which time you gave verbal approval to attend the course at San Francisco. I am listing hereunder, a breakdown of the Cost involved. You will note the Registration fee for the Course has been reduced to \$175.00 for myself, since I was registered for the course in Seattle, and it was re-scheduled.

Course Registration	\$175.00
Motel Accommodation (4 nights Conference rate @ \$34.00	\$136.00
CP Air Fare Vancouver - San Francisco - return	\$177.00
R.C.M.P. Composite Allow- ance Meals, Incidental Expenses (U.S. Rate) 4 days @ \$20.25	\$ 81.00
Limousine Service S.F. Airport to Sheraton Palace Hotel & Thence to Airport @ \$5.00	\$ 10.00
	<u>579.00</u>

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- 2 -

The commanding Officer, District #1, has approved my attendance at this course and the Cost will be borne by the Force and recovered on a Cost Sharing basis, as per the Municipal Policing Agreement, providing you concur with this cost recovery arrangement.

C. L. Thomas
(C. L. THOMAS) Supt.
Officer In Charge,
Burnaby Detachment.