



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Suzanne Sherman, City Manager

THRU: Richard E. Stover, Fire Chief

DATE: August 1, 2024

RE: Consideration of travel and training for specified City Employees (Fire Rescue Department).

SUMMARY:

The following travel requests were not included in the September 20, 2023, approved travel and training spreadsheet for the Fire Department.

Palm Bay Fire Rescue is requesting authorization to send one (1) staff member to the EMS World Expo in Las Vegas, NV scheduled for September 9-14, 2024.

Registration costs for the EMS World Expo is \$575 for the 3-day full conference. Hotel room is \$146 plus \$37 resort fee per night for five nights for a total of \$915. Airfare is \$568 and per diem is estimated at \$69 per day for five days totaling \$345.00. The estimated total cost is \$2403. Funds are available in the Fire Department's operating budget for Fiscal Year 2024

The EMS World Expo event includes education and training on evolving treatment strategies, shares technological breakthroughs, and provides information on procedures that can advance the lives of patients in communities.

Palm Bay Fire Rescue would like to further request authorization to send one (1) staff member to the Florida CERT (Community Emergency Response Team) Conference in Cape Coral, FL, scheduled for August 15-17, 2024.

Registration costs for the Florida CERT Conference is \$225 for the full conference. Hotel room is \$169 plus \$35 resort fee per night for three nights for a total of \$612. Per diem is estimated at \$64 per day for three days for a total of \$192.00. The estimated total cost is \$1029. Funds are available in the Fire Department's operating budget for Fiscal Year 2024.

The CERT program educates the citizens of Palm Bay about disaster preparedness for hazards impacting our area. They will be given basic training in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. This will allow our citizens to help their neighbors during the immediate hours after a disaster while our public safety agencies handle higher priority incidents and make their way through areas that are flooded or blocked with debris.

REQUESTING DEPARTMENTS:

Fire

FISCAL IMPACT:

Total estimated cost of \$3432 is budgeted and available within the following:
\$800 from account 001-6012-522-5501, and \$2632 from account 001-6012-522-4001.

STAFF RECOMMENDATION:

Motion to approve travel as requested for Fire Rescue personnel.

ATTACHMENTS:

1. EMS World Expo/Travel Packet
2. Florida CERT Conference/Travel Packet