To:

Lassen County Board of Supervisors

From:

Silas Rojas

Date:

September 12, 2023

Agenda Date: September 26, 2023

Discussion:

Deputy Eddie Acuna, Deputy Megan Lee and Maintenance Supervisor Mike Mcgarva have been selected to attend the 40-hour commercial class A driver training class October 2, 2023-October 6, 2023 in Redding California. The registration cost will be reimbursed by Homeland Security Grant. The hotel and per diem cost will be expended from the conference and training line in the Sheriff's budget. The training cost will exceed and required advance Board Authorization pursuant to the Lassen County Travel Policy. The Cost of registration, lodging and per diem is, \$4,745.36 for Deputy Acuna and Deputy Lee and Maintenance Supervisor Mcgarva. The total cost is \$14,326.08.

The Sheriff's Office has limited commercial class A drivers. There are multiple vehicles that require a class A license operated by the Sheriff's Office. A few examples are: The armored rescue vehicle, the inmate transport vehicle, any tow vehicle while towing a trailer with a 10,000 GVWR or higher, this would include the Sno-Cat.

Registration Cost	\$11,985
Lodging	\$480.36
Per Diem	\$270.00

Funding: Hotel and per diem training cost would be expended from the conferences and training line in the Sheriff's Budget 130-0522-3002901. Registration cost will be expended from 185-0540-3002901 and will be reimbursed by the Homeland Security Grant Program.

Recommendation: That the Board of supervisors authorizes the listed training expenditures for required training, and approves the full per diem amount to be provided prior to the star of the training session.

LASSEN COUNTY TRAVEL AUTHORIZATION AND REPORT

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EMPLOYEE	NAME:			Mike	McGarva			BARGAINING UNIT:		
DEPARTM	IENT:	_		Lassen (County She	eriff		n.		
	FUND	130	B/U	0525	ACCOUNT	3	002901	-		
TRAVEL DETAIL	<u>.s</u>									
DATES:	10/2/2023	through:	10/6/2023				TIME DEPARTED:	5:00 AM	□VW	□ P.M
FROM:	Susanville	TO:	Redding				TIME RETURNED:	7:00 PM	□λm	□ •.M.
	(City)		(City)							
MODE OF TE	RAVEL (Sele	ct from list):				NATURE	OF BUSINESS:	Driver Training	r	T
							Estimated	Actual (if different)	Date Paid or check number	Notes or special instructions
						Registration	3,995.00			
		Reimburs	able miles		X	\$0.655	-			
						ransportation				
Lodging: Numbe	r of Days	4	@	\$	120.09	per day	480.36			
				**		* *				
Date:	10/2/23	10/3/23	10/4/23	10/5/23	10/6/23					
Breakfast @ \$ 13.00	13.00	13.00	13.00	13.00	13.00					>
Lunch @ \$15.00	15.00	15 00	15 00	15.00	15.00					
Dinner @ \$26.00	26,00	25 00	26 00	26.00	26.00					
TOTALS	54.00	54.00	54.00	54.00	54.00	0.00	270.00			
Per my bargaining unit reimbursed at reasona										
will be attached to all o understand that perdie			not							
be mixed on any one d	ay.									
Incidental Expenses										
			т	OTAL ESTIMA	ATED COST	OF TRAVEL	\$ 4,745.36			
						TOTAL A	CTUAL EXPENSE	-		
					TRAV	EL ADVANC	E TO EMPLOYEE	-		
					AM	ERICAN EXF	RESS CHARGES	-		
						NET DU	E TO EMPLOYEE	-		
Department Head	l Authoriza	tion for Tra	avel	***************************************			The undersigned,	under penalty of perjury.	states that the items liste	d on this claim are true
(payment will not be ma							previously paid, ar	ne amounts are properly on that the claim is being	presented within one year	r of when the expenses
			10 <u>-</u>				claim were ordered	ertify from my own knowle d for use by the departme een delivered or performe	nt for the purpose indical	ted and that the articles
Department Head			ī	Date approve	ed		provisions of Articl	e 4, Chapter 1, Division 4	of Title 1 of the government	ent code (conflict of
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iscal Officer (if nec	essary)		7	Date approve	ed					
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Director			ī	Date approve	ed					
			_	***************************************			_			
CAO (if necessary)				Date approve necessary)	d by Board	(if		Signature of Claima	nt	Date
				eurous d'an Propriée de Salado 🗸 🗜						

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INVOICE NO. 1211 DATE: 09/15/23

Jiffy's Truck School, LLC.

The North State's Premier CDL Truck School

875 Hartnell Ave. Redding, CA 96003 Phone (530) 226-0923 Fax (530) 222-3955

Website: jiffystruckschool.com

TO:

Lassen County | srojas@co.lassen.ca.us

RE:

Mike McGarva, Hedilberto Acuna-Campa, and Megan Lee

SALESPERSON	P.O. NUMBER	PAYMENT TERMS	DUE DATE
David		Due Upon Receipt	Due Upon Receipt

QTY	DESCRIPTION		UNIT PRICE	LINE TOTAL
3	Truck School: Entry Level Driver Training Requireme	ents	\$3,995.00	11,985.00\$
	Tuition	\$3,405.00		
	Registration Fee	\$190.00		
	Student Tuition Recovery Fund	\$10.00		
	Curriculum and Materials	\$50.00		
	Truck Rental for DMV Behind-The-Wheel Drive Test	\$340.00		
			BALANCE DUE	\$11,985.00

PLEASE MAKE CHECK PAYABLE TO JIFFY'S TRUCK SCHOOL, LLC.

TAXPAYER ID # 84-1792856

If you have any questions concerning this invoice, please contact David at (530) 226-0923

Gina Mineau

From:

Meghan Monnahan

Sent:

Wednesday, September 20, 2023 8:44 AM

To:

Gina Mineau

Subject:

FW: Your Oct-02-2023 Confirmation #97452799

From: Hampton by Hilton Confirmed <noreply@h6.hilton.com>

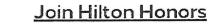
Sent: Wednesday, September 20, 2023 8:43 AM

To: Meghan Monnahan < MMonnahan@co.lassen.ca.us > Subject: Your Oct-02-2023 Confirmation #97452799

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This message came from outside your organization.







Get instant benefits by joining - for free.

See you soon, Mike Mcgarva

Your reservation for Oct-02-2023 has been confirmed.

Confirmation #97452799



Hampton Inn & Suites Redding



2160 Larkspur Lane Redding CA 96002 US Maps & Directions>>

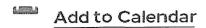


+15302241001









Your Room Information

Guest Name:

Guests:

Rooms:

Room Plan:

Mike Mcgarva

1 Adult

1 KING BED NONSMOKING

Your Rate Information

US Government

Rate per night

02-Oct-2023 - 06-Oct-2023

107.00 USD

Total for Stay per Room Rate

428.00 USD

Taxes

52.36 USD

Total price for Stay

480.36 USD



Modify Your Reservation >>

Plan Ahead With These Tips:

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DEPARTI	/IENT:			Lassen (County She	riff				
	FUND	130	B/U	0522	ACCOUNT	3	002901			
TRAVEL DETAIL	<u>LS</u>									
DATES:	10/2/2023	through:	10/6/2023				TIME DEPARTED:	5:00 AM	□λ .M	. м.
FROM	Susanville	TO:	Redding				TIME RETURNED:	7:00 PM		<u>□</u> •.M.
	(City)		(City)							
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Dinner @ \$26 00	26 00	26.00	26.00	26 00	26.00					
TOTALS		54.00	54.00	54.00	54.00	0,00	270.00			
Per my bargaining uni reimbursed at reasons	able actual cost	s. Itemized rec								
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							CTUAL EXPENSE			
							E TO EMPLOYEE	-		
					AM		RESS CHARGES	•		
						NET DU	E TO EMPLOYEE	-		
Department Head							and correct, that the	under penalty of perjury, ne amounts are properly	due this claimant, that no	items have been
payment viii not be iii	ada minodi pro	per dataonizati	,				were incurred. I co	nd that the claim is being ertify from my own knowled for use by the department	edge, the the articles or s	ervices listed on this
Department Head			7	Date approve	ed		or services have b	een delivered or perform e 4, Chapter 1, Division 4	ed and that this claim do	es not violate any
							interest)	- ,		
Fiscal Officer (if ned	cessary)		ī	Date approve	ed					
	~~~			tote punchill						
Director			ī	Date approve	ed .		-			
CAO (if necessary)				Date approve	d by Board	(if	7	Signature of Claima	nt	Date
			ı	iecessary)						

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From:

Meghan Monnahan

Sent:

Wednesday, September 20, 2023 8:44 AM

To:

Gina Mineau

Subject:

FW: Your Oct-02-2023 Confirmation #97452799

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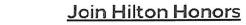
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## See you soon, Mike Mcgarva

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Confirmation #97452799



# Hampton Inn & Suites Redding



2160 Larkspur Lane Redding CA 96002 US Maps & Directions>>



+15302241001









### Your Room Information

Guest Name:

Mike Mcgarva

Guests:

1 Adult

Rooms:

1

Room Plan:

1 KING BED NONSMOKING

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**US** Government

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02-Oct-2023 - 06-Oct-2023

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**Total price for Stay** 

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Modify Your Reservation >>

Plan Ahead With These Tips:



INVOICE NO. 1211 DATE: 09/15/23

Jiffy's Truck School, LLC.

The North State's Premier CDL Truck School

875 Hartnell Ave. Redding, CA 96003 Phone (530) 226-0923 Fax (530) 222-3955

Website: jiffystruckschool.com

TO:

Lassen County | srojas@co.lassen.ca.us

RF:

Mike McGarva, Hedilberto Acuna-Campa, and Megan Lee

SALESPERSON	P.O. NUMBER	PAYMENT TERMS	DUE DATE
David		Due Upon Receipt	Due Upon Receipt

QTY	DESCRIPTION	Transport and	UNIT PRICE	LINE TOTAL
3	Truck School: Entry Level Driver Training Requireme	ents	\$3,995.00	11,985.00\$
	Tuition	\$3,405.00		NA 160 SEA
	Registration Fee	\$190.00		
	Student Tuition Recovery Fund	\$10.00		
and the contract of the second of the second of \$70.	Curriculum and Materials	\$50.00		
	Truck Rental for DMV Behind-The-Wheel Drive Test	\$340.00		
11 To 10 To				
		and a construction and	BALANCE DUE	\$11,985.00

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#### TAXPAYER ID # 84-1792856

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DEPARTIV	IENT:			Lassen C	County She	riff		;		
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FROM:	Susanville	TO:	Redding				TIME RETURNED:	7:00 PM	□ <b>.</b> M	<b>□</b> •.M
	(City)		(City)							
MODE OF TE	RAVEL (Sele	ct from list):				NATURE	OF BUSINESS: Estimated	Driver Training  Actual	Date Paid or	Notes or special
							Laumateu	(if different)	check number	instructions
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Breakfast @ \$ 13.00	13.00	13.00	13.00	13 00	13.00					
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TOTALS  Per my bargaining unit	's MOU I may	54,00 request meals	54.00 to be	54.00	54.00	0.00	270.00			
reimbursed at reasona will be attached to all of	ble actual cost	s. Itemized red								
understand that perdie be mixed on any one d	m for meals ar		y not							
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Incidental Expenses							,			
meidental Expenses						•				
						•				
			TO	OTAL ESTIMA	ATED COST					
							CTUAL EXPENSE			
							E TO EMPLOYEE			
					AM		RESS CHARGES	-		
						NET DO	E TO EMPLOYEE			
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payment will not be ma	de miliode pro	per admonizan	~,				were incurred. Lo	nd that the claim is being ertify from my own knowled for use by the department	doe, the the articles or s	ervices listed on this
Department Head			7	Date approve	ed		or services have b	een delivered or performe te 4, Chapter 1, Division 4	ed and that this claim doe	es not violate any
					-		interest)	,	•	,
Fiscal Officer (if nec	essary)		7	Date approve	ed .					
www.starconsum.start National	• • • • • • • • • • • • • • • • • • • •			- action in <b>C</b> (100 E 7.7						
Director			Ĭ	Date approve	ed .		-			
CAO (if necessary)		<del></del>		Date approve	d by Board	(if	7	Signature of Claima	nt	Date
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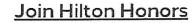
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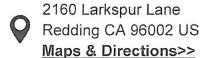
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### Hampton Inn & Suites Redding

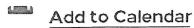








6 FRI OCT
Check Out: 11:00 AM



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Guests:

1 Adult

Rooms:

1

Room Plan:

1 KING BED NONSMOKING

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**US** Government

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