



RAPID CITY FIRE DEPARTMENT

Prepare, Prevent, Protect



To: Rapid City Council

From: Mike Maltaverne, Fire Chief

Subject: Proposed Changes to Travel Policy

Date: August 1, 2012

In reference to the proposed changes to the City of Rapid City's travel policy, I would offer support of these changes, specifically to remove language that requires a Department to notify Council of expenditures that exceed the Department's budgeted travel budget.

The Fire Department has a contract with the State of South Dakota Dept. of Agriculture to dispatch firefighters and equipment to large wildfires locally, regionally and nationally. The expenses such as gas, lodging, meals etc. are coded as "travel". Costs associated with these deployments are reimbursed to the City by the hosting agency and supplemented back into the Fire Department's budget. Also, our ambulances conduct cross country transfers from one hospital to another. This is another example of associated costs being coded as travel that are later reimbursed.

These deployments can often times deplete or fully expend our approved travel budget only to be reimbursed at a later date. Due to the old travel policy, the Fire Department would have to come before Council seeking prior approval thus hampering our day to day operational capabilities.