

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

February 23, 2006

TO: BOARD OF DIRECTORS
THRU: Larry Rubio, Chief Executive Officer
FROM: *lm* Laura Murillo, Director of Human Resources
SUBJECT: Authorization for Travel to Attend the Drug and Alcohol Program National Conference in Las Vegas, NV, Mar 20-21, 2006

Summary: The FTA is hosting a free two-day Drug and Alcohol Program National Conference in Las Vegas, Nevada on March 20-21, 2006. The Agency would like to send its director of human resources and the human resources specialist to attend this conference.

This conference is designed to provide drug and alcohol program managers up-to-date information on topics such as post-accident and reasonable suspicion testing, conducting proper collections, and vendor oversight. Attending the conference will enable staff to achieve and maintain compliance in the area of drug and alcohol testing.

Fiscal Impact:

The expected conference costs are listed below:

Conference Registration	\$ 0
Lodging	\$216
Meals/Miscellaneous	<u>\$300</u>
Total (not to exceed) amount	\$516

The total fiscal impact would be \$516. There are training funds available in the FY 2006 budget, which would be utilized to pay conference costs.

Recommendation:

Authorize the Agency's director of human resources and human resources specialist to attend the FTA Drug and Alcohol Program National Conference in Las Vegas, Nevada for a total not to exceed amount of \$516.