



Legislation Text

File #: 20-17, Version: 1

Memorandum

Date: January 14, 2020

To: Honorable Lake County Board of Supervisors

From: Cathy Saderlund, Auditor-Controller/County Clerk

Subject: Approve Long Distance Travel from March 16, 2020 to March 20, 2020 for Chief Deputy Auditor-Controller Marcy Harrison and Chief Deputy Auditor-Controller Lisa Casian to attend the CentralSquare 2020 Customer Event in Las Vegas, Nevada.

Executive Summary: (include fiscal and staffing impact narrative):

The Auditor-Controller's office is requesting approval for two staff members to attend the *CentralSquare 2020* customer event in Las Vegas, Nevada. CentralSquare is the software used by the County for analytics, finance, and payroll. This event represents a critical opportunity for our county to ensure we get the most from our software investment, make industry and peer connections and stay informed of the latest technologies to help us serve our citizens and community.

Attendees receive three full days of intensive training opportunities; including expert-led breakout sessions and user-oriented presentations, as well as information about CentralSquare's product roadmap. Attendees will be able to engage directly with CentralSquare developers and support team to ask detailed technical questions and outline the specific needs of Lake County's use of their software.

Attending this event is important to maintaining our existing contacts and information, for overall efficient use of our finance software, as well as updating our county about the new solutions, ideas and expertise relating to our software investment.

Below is an approximate cost per person for attending the entire event, which has been approved in the Auditor-Controller/County Clerk 19/20 budget.

Registration	\$ 399
Airfare	\$ 198
Transportation	\$ 92
Hotel	\$ 897
Meals	\$ 70
Total	\$1,656

If not budgeted, fill in the blanks below only:

Estimated Cost: \$ 3,312 Amount Budgeted: \$ 3,312 Additional Requested: _____ Future Annual Cost: _____

Consistency with Vision 2028 and/or Fiscal Crisis Management Plan (check all that apply):

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Public Safety | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Not applicable |
| <input type="checkbox"/> Economic Development | <input type="checkbox"/> Disaster Recovery | <input type="checkbox"/> County Workforce | <input checked="" type="checkbox"/> <i>Technology Upgrades</i> |
| <input type="checkbox"/> Community Collaboration | <input checked="" type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake | <input type="checkbox"/> <i>Revenue Generation</i> |
| | | | <input checked="" type="checkbox"/> <i>Cost Savings</i> |

If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:

Which exemption is being requested?

How long has Agreement been in place?

When was purchase last rebid?

Reason for request to waive bid?

Recommended Action: Approve Long Distance Travel from March 16, 2020 to March 20, 2020 for Chief Deputy Auditor-Controller Marcy Harrison and Chief Deputy Auditor-Controller Lisa Casian to attend the CentralSquare 2020 Customer Event in Las Vegas, Nevada.