

Raymond Kelly Richardson
Superintendent

Barry Golner
Deputy Superintendent

To: Eileen Donoghue
City Manager

From: Raymond Kelly Richardson
Superintendent of Police

Date: March 6, 2019

Re: Out of State Travel

I respectfully request your permission to send one member of the Lowell Police Department to attend NHTOA SWAT 1 Training. It will be held at the Nashua, New Hampshire Police Department. There is no cost for this training. Thank you for your time in this matter.

Training: NHTOA SWAT 1 Training

Location: Nashua, NH

Dates to Travel: April 29 – May 3, 2019

Hotel: n/a

Conference Cost: \$0.00

Airline Costs: \$0 per person/plus tax

Per Diem: \$0.00

Gas/Toll: will return with receipts

Number of people: 1

Raymond Kelly Richardson
Superintendent

Barry Golner
Deputy Superintendent

To: Eileen Donoghue
City Manager

From: Raymond Kelly Richardson
Superintendent of Police

Date: March 6, 2019

Re: Out of State Travel

I respectfully request your permission to send one member of the Lowell Police Department to attend NHTOA SWAT 2 Training. It will be held at the Nashua, New Hampshire Police Department. There is no cost for this training. Thank you for your time in this matter.

Training: NHTOA SWAT 2 Training

Location: Nashua, NH

Dates to Travel: May 13 – May 17, 2019

Hotel: n/a

Conference Cost: \$0.00

Airline Costs: \$0 per person/plus tax

Per Diem: \$0.00

Gas/Toll: will return with receipts

Number of people: 1

Raymond Kelly Richardson
Superintendent

Barry Golner
Deputy Superintendent

To: Eileen Donoghue
City Manager

From: Raymond Kelly Richardson
Superintendent of Police

Date: March 6, 2019

Re: Out of State Travel

I respectfully request your permission to send one member of the Lowell Police Department to attend New England Fire Investigation Seminar. It will be held at St. Anselm College, Manchester, New Hampshire. The training cost is \$575.00 and will come out of the training budget. Thank you for your time in this matter.

Training: New England Fire Investigation Seminar

Location: Manchester, NH

Dates to Travel: May 20 – May 24, 2019

Hotel: n/a

Conference Cost: \$575.00

Airline Costs: \$0 per person/plus tax

Per Diem: \$0.00

Gas/Toll: will return with receipts

Number of people: 1

Mirán Fernandez
Chief Information Officer
Cable TV Coordinator

John Meyers
MIS Director

To: Eileen Donoghue, City Manager
From: Mirán Fernandez, Chief Information Officer
Re: Out of State Travel Request
Date: February 19, 2019

I respectfully request your permission to send one member of the MIS Department to attend the Tyler Technologies User Conference.

This year's conference will be held in Dallas and provides attendees a unique opportunity to learn ways to maximize the use of MUNIS modules we currently license (or are implementing), meet with other MUNIS users to compare their implementations and usage, and receive intense training on how to better utilize and fine tune the city's financial system.

Thank you in advance for your continued support and consideration in this matter.

Training:	Tyler Technologies
Location:	Dallas, TX
Dates to Travel:	April 7-10, 2019
Number of People:	1
Hotel:	\$179 – \$239/night + taxes
Conference Cost:	\$0
Airline Cost:	\$300 – \$450/roundtrip + taxes
Per Diem:	\$50/day (lunch is included with conference)
Transportation:	\$90/roundtrip airport to hotel
Funding Source:	MIS Department Budget