

Department of Police



TOWN OF WEST SENECA

MUNICIPAL BUILDING
1250 UNION ROAD
WEST SENECA, NEW YORK 14224



EDWARD F. GEHEN
CHIEF OF POLICE



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August 21, 2012

To: Honorable Town Board
Town of West Seneca

From: Edward F. Gehen
Chief of Police

Re: out of town training

Attn: Councilman Rusinski

Dear Honorable Town Board:

Please authorize the attendance of Detectives Captain Michael Boehringer at the 25th annual Col. Henry Williams Homicide Seminar September 15 through September 20, 2012 at the New York State Police Training Academy in Albany, NY. The total cost of this training is not to exceed \$1,135.00. There are sufficient funds in the police training courses line item (1.3120.0459) to cover this expense. This training will provide instruction on forensic science and death investigations with information provided by some of the most recognized experts in the field. Should you have any questions pertaining to this, please don't hesitate to call me. Thank you.

Sincerely,

Edward F. Gehen
Chief of Police

REQUEST & AUTHORIZATION FOR TRAVEL AND CONFERENCE
(OTHER THAN LOCAL)
PLEASE COMPLETE ALL REQUIRED INFORMATION

NAME OF TRAVELER: Michael Boehringer DATE: 8/21/2012
DEPARTMENT: Police Department TITLE: Detective Captain
PURPOSE OF TRAVEL: Attendance at Homicide Training
In Albany, NY

Dates & Time of Travel:

DEPARTURE: DATE: 9/14/12 RETURN: DATE: 9/20/12

ESTIMATED COSTS:

Registration Fees: \$850.00
Hotel/Motel: Included in registration
Meals: \$150.00
Commercial Transportation: N/A

Private Auto (Milage Reimbursement @.55.5 per mile)

Estimated Milage N/A

Estimated Milage Cost N/A

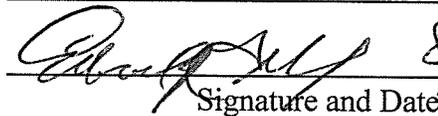
Town Vehicle Yes

Tolls \$35.00

Other (Explain) \$100.00 miscellaneous ,literature, training materials

Total Cost not to exceed \$1,135.00

Department Head approval:

 8/21/12
Signature and Date

Budget Fund Balance \$ 14,397.65 Account Code No. 01.3120.0459

Verified by: JKK DATE: 8-22-12

SUBMITTED TO TOWN CLERK FOR TOWN BOARD MEETING OF:

August 27, 2012