RECOMMENDATION to Executive Committee

FROM:

Risk Management Committee

RECOMMENDATION:

To approve the reallocation of $1,000 in the Risk Management Committee budget from 630-1610 (Professional Standards - Training Catering/Hotel) to 787-1615 (Alternative Dispute Resolution – Mediation/Ombudsman Training).

BACKGROUND:

Traditionally, for the annual Mediation/Ombudsman training an instructor is hired for a period of three hours. This year, Professional Standards would like to hire an instructor for a period of five hours. To do so, $1,000 will need to be reallocated to pay the increased instructor fee.

The Professional Standards Training Catering/Hotel expenses for the 2017 Professional Standards Workshop came in $4,336.06 *under* budget.

A request is therefore made that $1,000 be reallocated from 630-1610 to 810-1610 so that an instructor can be retained for five hours to conduct the Mediation/Ombudsman Training.

BUDGET IMPACT:

None overall – reallocation of funds

MOTION:

TO APPROVE THE REALLOCATION OF $1,000 IN THE RISK MANAGEMENT COMMITTEE BUDGET FROM 630-1610 (PROFESSIONAL STANDARDS TRAINING CATERING/HOTEL) TO 787-1615 (ALTERNATIVE DISPUTE RESOLUTION MEDIATION/OMBUDSMAN TRAINING).

FOR MORE INFORMATION CONTACT:

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