

## **CITY COUNCIL AGENDA ITEM**

REQUESTED COUNCIL MEETING DATE \_03\_\_/\_02\_\_/\_10\_\_

SUBJECT: Workforce Deve	lopment Grant	
DEPARTMENT: Fire & Rescu	e	
	Accept the grant from Workforce Dat will help with training of personr	•
has awarded the City of Por	elopment (Center for Business Exc t Orange a grant in the amount of S or the Battalion Commanders.	
ATTACHMENTS: [ ] Ordinan	ce []Resolution []Budget Res	olution
	ts Available for Review in Manager's Off	ice
DEPARTMENT HEAD FINANCE DEPARTMENT	Submitted  Approved as to Budget Requirements	Date 2/15/
CITY ATTORNEY	Approved as to Form and Legality	Date
CITY MANAGER	Approved Agenda Item for:	Date 3/2/10
COUNCIL ACTION: [] Approve	ed as Recommended [] Disapproved []Telephone []Telepho	abled Indefinitely
[] Continue	ed to Date Certain [] Approved with Modification	
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EXECUTIVE COMMITTEE

Brad Giles, Chair Giles Electric

Gwen Azama-Edwards A-E Enterprises, Inc.

Denise Breneman KellyComplete

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Mitch Bryant Sunshine State Bank

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Rick Dawson Tel-Tron Technologies Corp.

David Perryman Dade Service Corp.

Kent Sharples Daytona State College

Reggie Williams Department of Children & Families

329 Bill France Blvd. Daytona Beach, FL 32114

(386) 323-7074 TDD/Florida Relay 711 (386) 323-2095 Fax January 27, 2010

Mr. Kenneth Burgman City of Port Orange Department of Fire & Rescue 1090 City Center Blvd. Port Orange, FL 32128

Dear Mr. Burgman:

The Center for Business Excellence (CBE) has approved City of Port Orange's Employed Worker Training application, dated January 20, 2010, to train the following employees.

The following individuals were approved:

Name	
<ul> <li>Largent, Kenneth</li> <li>Nigh, Mike</li> <li>Smith, Bryan</li> </ul>	Interpersonal Skills, Meyers-Briggs Training, Relationship Development, Leadership Styles and Development, Journals and Leadership Concepts, Growth and Communication, Entire
	Office Internal/External Customer Service Training

The CBE will reimburse your organization \$975.00 upon receipt of documentation to verify completion of training as described in the attached Employed Worker Training application. Training is scheduled to begin on January 27, 2010 and conclude on January 29, 2010.

Should you have any questions, please feel free to contact me at 386-323-7094.

Sincerely,

Ted Young MBA

Business Services Manager