

**INTRADEPARTMENTAL CORRESPONDENCE**

August 16, 2017

**TO:** The Honorable Board of Police Commissioners

**FROM:** Chief of Police

**SUBJECT:** TRAVEL AUTHORITY

**RECOMMENDED ACTION**

1. That the Board of Police Commissioners approve the Travel Authority for the Chief of Police for October 19, 2017 through October 21, 2017, to attend the Major Cities Chiefs Association (MCCA) 2017 Fall Meeting in Philadelphia, Pennsylvania.

**DISCUSSION**

It is requested that I be granted approval for the following travel:

**DATES:** October 19, 2017 through October 21, 2017

**DESTINATION:** Philadelphia, PA

**PURPOSE OF TRAVEL:** To attend the Major Cities Chiefs Association (MCCA) 2017 Fall Meeting.

**TRANSPORTATION:** Commercial Aircraft

**COST:** Airfare: \$1542.40  
Lodging: \$351.12

**FUNDING:** Chief's Discretionary Travel Fund  
Per diem of \$64.00 per day

**JUSTIFICATION:** To represent the Los Angeles Police Department and participate in meetings with police leaders from across the country.

If this request is approved, Assistant Chief Beatrice Girmala will be the Acting Chief of Police.

Respectfully,



CHARLIE BECK  
Chief of Police