



INFORMATIONAL REPORT

DATE ISSUED: September 27, 2022 **REPORT NO:** HCR22-028

ATTENTION: Chair and Members of the San Diego Housing Commission
For the Agenda of October 14, 2022

SUBJECT: Fiscal Year 2022 Travel and Training Report

COUNCIL DISTRICT: Citywide

NO ACTION IS REQUIRED ON THE PART OF THE HOUSING COMMISSION

SUMMARY

The San Diego Housing Commission's (Housing Commission) travel and training expenditures during Fiscal Year (FY) 2022 (July 1, 2021 – June 30, 2022) totaled \$93,765, which is approximately 70.2 percent under the budget of \$314,970. Travel and training was significantly under budget due to travel restrictions the Housing Commission implemented on March 10, 2020, as a precaution to maintain employee safety and to help prevent the spread of COVID-19.

Attachment 1 shows the out-of-town travel and training expenses for FY 2022. Attachment 2 displays a five-year comparison of actual expenditures compared to budget.

DISCUSSION

The comparison of the Housing Commission's travel and training expenditures to budget for FY 2018 through FY 2022 is provided in Attachment 2.

The actual-to-budget comparison report is followed by a detailed out-of-town travel and training expense report for FY 2022. Aggregated in-town travel and training expenses and total travel and training expenses for FY 2022 are presented in Attachment 1.

During FY 2022, expenditures for out-of-town travel and training and in-town training expenditures were \$93,765. This total is an increase of \$50,527 (117 percent) compared to the prior Fiscal Year's travel and training expenditures of \$43,238.

Respectfully submitted,

Suket Dayal
Executive Vice President, Business Administration &
Chief Financial Officer
San Diego Housing Commission

Approved by

Jeff Davis
Interim President & Chief Executive Officer
San Diego Housing Commission

Attachments: 1) Housing Commission Year-to-Date Travel and Training Report for FY2022
2) Housing Commission Five-year comparison of actual versus budgeted expenditures

**OUT-OF-TOWN TRAVEL AND TRAINING
Fiscal Year 2022**

TRAVELER	ACTIVITY GROUP	DESTINATION	PURPOSE	TOTAL TRAVEL AND TRAINING
Interim CEO	Operations	Fort Myers, FL	NLHA Mid Year Conference	\$ 1,985.77
VP - HHIT	Housing Services	Boston, MA	Empower 2022	\$ 2,498.18
SVP - Rental Housing Finance	Real Estate	New York, NY	2022 NALHFA Conference	\$ 2,547.70
EVP - Rental Assistance	Housing Services	Washington, DC	NLHA Annual Membership Meeting	\$ 337.50
VP - Human Resources	Operations	Las Vegas, NV	2022 Labor Law & Labor Arbitration Conference	\$ 2,006.08
Sr Exec Assist to Interim CEO	Operations		2022 NLIHC Virtual Forum	\$ 76.92
VP - Information Technology	Operations	Boston, MA	Empower 2022	\$ 2,388.26
EVP - Business Admin & CFO	Operations	Sacramento, CA	SD Chamber - Leadership Delegation to Sacramento	\$ 450.00
Chief Executive Officer	Operations	Washington, DC	Council of Large Public Housing Authorities Conference	\$ 850.00
Interim CEO	Operations	Indian Wells, CA	2020 NLHA Mid Year Conference (Refund)	\$ (750.00)
Interim CEO	Operations	Orlando, FL	Disability:IN Annual Conference	\$ 1,250.00
			TOTAL OUT OF TOWN TRAVEL AND TRAINING	\$ 13,640.41
			TOTAL IN TOWN TRAINING	\$ 80,124.16
			TOTAL TRAVEL AND TRAINING	93,764.57

ATTACHMENT 2

FIVE YEAR COMPARISON OF ACTUAL VS BUDGET TRAVEL AND TRAINING REPORT		
TRAVEL EXPENSES (includes transportation/lodging/meals)		
FISCAL YEAR	TOTAL	BUDGET
2018	125,347	194,535
2019	124,396	179,900
2020	75,126	196,875
2021	-	171,941
2022	4,484	146,570
TRAINING EXPENSES (includes seminars/conferences/training materials)		
FISCAL YEAR	TOTAL	BUDGET
2018	168,289	252,075
2019	144,769	218,557
2020	110,536	205,864
2021	43,238	171,312
2022	89,281	168,400
TOTAL TRAVEL AND TRAINING EXPENSES		
FISCAL YEAR	TOTAL	BUDGET
2018	293,636	446,610
2019	269,165	398,457
2020	185,662	402,739
2021	43,238	343,253
2022	93,765	314,970