



SAN DIEGO
HOUSING
COMMISSION

INFORMATIONAL REPORT

DATE ISSUED: November 15, 2024

REPORT NO: HCR24-079

ATTENTION: Chair and Members of the San Diego Housing Commission
For the Agenda of November 22, 2024

SUBJECT: Fiscal Year 2024 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) 2024 (July 1, 2023 – June 30, 2024) totaled \$245,269, which is approximately 30.2 percent under the budget of \$351,512.

Attachment 1 shows the out-of-town travel and training expenses for FY 2024. Attachment 2 displays a five-year comparison of actual expenditures compared to budget.

DISCUSSION

The actual-to-budget comparison report is followed by a detailed out-of-town travel and training expense report for FY 2024. Aggregated in-town travel and training expenses and total travel and training expenses for FY 2024 are presented in Attachment 1

The comparison of the Housing Commission's travel and training expenditures to budget for FY 2020 through FY 2024 is provided in Attachment 2.

During FY 2024, expenditures for out-of-town travel and training and in-town training expenditures were \$245,269. This total is an increase of \$83,949 (52 percent) compared to the prior Fiscal Year's travel and training expenditures of \$161,319.

The trainings foster knowledge sharing and enable team members to develop and enhance skills while improving collaboration through networking. Trainings offer opportunities to refine critical expertise in specialized areas, learn new technology and stay abreast of federal and state regulations, ensuring the Housing Commission's workforce is equipped with knowledge and tools to fulfill the agency's mission.

HOUSING COMMISSION STRATEGIC PLAN

This item relates to the Core Value "Believe in transparency and being good financial stewards" and Strategic Priority Area No. 3, "Investing in Our Team," which includes underlying action item No. 4, "Ensure team members have the training and resources needed to support SDHC's vision and grow individually," in the Housing Commission's Strategic Plan for Fiscal Year (FY) 2022-2024. The Housing Commission is currently developing a new Strategic Plan.

EQUAL OPPORTUNITY CONTRACTING AND EQUITY ASSURANCE

We're about people. At the Housing Commission, Diversity, Equity, Inclusion and Access are embedded in our values, mission, and culture. We make an intentional effort to provide equitable access to our programs and services and foster a diverse and inclusive workplace and community. Diversity and inclusion are catalysts for meaningful change. We encourage and welcome diverse approaches and points of view from employees, customers and our community as we continuously improve our programs, projects and policies.

Respectfully submitted,



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

Approved by



Jeff Davis
Deputy Chief Executive Officer
San Diego Housing Commission

Attachments: 1) Housing Commission Year-to-Date Travel and Training Report for FY2024
2) Housing Commission Five-year comparison of actual versus budgeted expenditures

Hard copies are available for review during business hours at the information desk in the main lobby of the San Diego Housing Commission offices at 1122 Broadway, San Diego, CA 92101. Docket materials are also available in the "Governance & Legislative Affairs" section of the San Diego Housing Commission website at www.sdhc.org.

ATTACHMENT 1

OUT OF TOWN TRAVEL AND TRAINING Fiscal Year 2024

TRAVELER	ACTIVITY GROUP	DESTINATION	PURPOSE	TOTAL TRAVEL AND TRAINING
Sr. VP Of Property Management and Asset Management	Real Estate	Sacramento, CA	Assembly Bill AB2672	\$ 770.39
Sr VP of IT/CIO	Operations	Washington, DC	CLPHA 2023 CIO Conference	\$ 2,054.78
Workforce & Education Program Supervisor	Housing Services	Los Angeles, CA	ROSS/F SS Program Workshop	\$ 165.50
Commissioner	Operations	New Orleans, LA	2023 NAHRO Annual Conference & Exhibition	\$ 2,446.72
Commissioner	Operations	Washington, DC	2024 NAHRO Washington Conference	\$ 3,870.31
EVP of Rental Assistance	Housing Services	Los Angeles, CA	CAHA 2024 Annual Conference	\$ 1,358.52
EVP of Rental Assistance	Housing Services	New Orleans, LA	2023 NAHRO Annual Conference & Exhibition	\$ 1,984.73
EVP of Rental Assistance	Housing Services	San Francisco, CA	CAHA Roundtable	\$ 679.01
EVP of Rental Assistance	Housing Services	Washington, DC	2024 MTW Conference	\$ 2,330.32
EVP of Rental Assistance	Housing Services	Washington, DC	CLPHA Housing Summit 2024	\$ 1,724.85
Director of Asset Management	Real Estate	Atlanta, GA	CHAM Annual Asset Management Conference	\$ 1,838.94
Sr. VP Of Rental Assistance	Housing Services	Los Angeles, CA	CAHA 2024 Annual Conference	\$ 1,389.52
Sr. VP Of Rental Assistance	Housing Services	Washington, DC	2024 MTW Conference	\$ 2,592.30
Sr. Homeless Program Analyst	Housing Services	San Francisco, CA	2024 Innovations and Solutions for Ending Unsheltered Homelessness	\$ 2,475.23
VP of Financial Operations	Operations	Washington, DC	2024 MTW Conference	\$ 2,705.34
Housing Programs Manager	Housing Services	Los Angeles, CA	2023 HUD-VASH Process Improvement Workshop bootcamp	\$ 833.88
VP Of Housing First Programs	Housing Services	Los Angeles, CA	2023 HUD-VASH Process Improvement Workshop bootcamp	\$ 715.58
Sr. Vice President, Equity Assurance	Operations	Washington, DC	2024 MTW Conference	\$ 3,482.82
Compliance Analyst	Operations	Los Angeles, CA	LA Labor Compliance Coalition Meeting	\$ 219.67
Compliance Analyst	Operations	Los Angeles, CA	Los Angeles Labor Compliance Coalition Meeting	\$ 409.51
Compliance Analyst	Operations	Sacramento, CA	Assembly Bill AB2672	\$ 227.50
Senior Homeless Programs Analyst	Housing Services	Long Beach, CA	Housing California 2024 Annual Conference	\$ 1,551.95
EVP of Real Estate	Real Estate	New Orleans, LA	2023 NAHRO Annual Conference & Exhibition	\$ 2,482.28
Director of Land Use	Real Estate	Long Beach, CA	Housing California 2024 Annual Conference	\$ 1,533.12
Programs Manager	Housing Services	Long Beach, CA	Housing California 2024 Annual Conference	\$ 1,592.63
Deputy Chief Executive Officer	Operations	New Orleans, LA	2023 NAHRO Annual Conference & Exhibition	\$ 3,268.40
Deputy Chief Executive Officer	Operations	Palm Springs, CA	NLHA 2024 Mid-Year Meeting	\$ 1,024.06
Deputy Chief Executive Officer	Operations	Washington, DC	2024 NAHRO Washington Conference	\$ 3,790.03
Director Of Rental Assistance	Housing Services	Anaheim, CA	HOTMA Training	\$ 943.27
IT Manager	Operations	Las Vegas, NV	Gartner Application Innovation & Business Solutions Summit 2024	\$ 1,749.64
Interim Housing Programs Manager	Housing Services	Long Beach, CA	CA Workforce Association Youth Conference	\$ 1,917.68
Interim Housing Programs Manager	Housing Services	Rancho Mirage, CA	Workcon 2024 Bridging the Gap	\$ 2,034.93
Director Homeless Initiatives	Housing Services	San Francisco, CA	2024 Innovations and Solutions for Ending Unsheltered Homelessness	\$ 1,645.94
Sr. Programs Analyst	Housing Services	San Francisco, CA	2024 Innovations and Solutions for Ending Unsheltered Homelessness	\$ 2,348.87
Workforce Readiness Specialist	Housing Services	Rancho Mirage, CA	Workcon 2024 Bridging the Gap	\$ 2,040.08
VP of Finance - Real Estate	Operations	San Francisco, CA	2024 Affordable Housing Conference	\$ 2,767.34
Commissioner	Operations	New Orleans, LA	2023 NAHRO Annual Conference & Exhibition	\$ 2,830.00
President & CEO	Operations	Sacramento, CA	Sacramento Legislative Trip	\$ 478.89
President & CEO	Operations	Washington, DC	2024 MTW Conference	\$ 1,717.58
President & CEO	Operations	Washington, DC	2024 NAHRO Washington Conference	\$ 1,911.57
President & CEO	Operations	Washington, DC	NAHRO Summer Symposium	\$ 2,002.65

TRAVELER	ACTIVITY GROUP	DESTINATION	PURPOSE	TOTAL TRAVEL AND TRAINING
President & CEO	Operations	Washington, DC	National Conference on Ending Homelessness & Capital Hill Day	\$ 1,437.60
President & CEO	Operations	Washington, DC	San Diego Regional Chamber - 2024 Mission to Washington	\$ 6,383.04
Sr. Real Estate Project Development Administrator	Real Estate	San Francisco, CA	Novogradac Affordable Housing Conference	\$ 2,348.34
Sr. Program Analyst	Housing Services	San Francisco, CA	2024 Innovations and Solutions for Ending Unsheltered Homelessness	\$ 2,678.98
VP Of Human Resources	Operations	Las Vegas, NV	Labor & Employment Law Advanced Practices Conference	\$ 2,179.48
VP Of Human Resources	Operations	Orlando, FL	Transamerica 2024 Plan Sponsor Forum	\$ 875.59
VP Of Human Resources	Operations	Santa Fe, NM	Current Developments in Employment Law	\$ 3,448.72
Sr. VP of Policy & Land Use	Operations	Long Beach, CA	Housing California 2024 Annual Conference	\$ 1,208.41
Sr. VP of Policy & Land Use	Operations	Sacramento, CA	Sacramento Legislative Trip	\$ 229.37
Sr. VP of Policy & Land Use	Operations	Washington, DC	San Diego Regional Chamber - 2024 Mission to Washington	\$ 4,685.40
Special Programs Manager	Real Estate	Los Angeles, CA	Preservation Next Symposium	\$ 165.50
Director of Compliance & Equity Assurance	Operations	Washington, DC	2024 MTW Conference	\$ 2,892.81
Senior Program Analyst	Housing Services	San Francisco, CA	2024 Innovations and Solutions for Ending Unsheltered Homelessness	\$ 2,374.02
Director Of PMO	Operations	Atlanta, GA	PMI Global Summit 2023	\$ 2,482.03
Commissioner	Operations	Washington, DC	San Diego Regional Chamber - 2024 Mission to Washington	\$ 2,782.47
Vice President of Workforce and Economic Development	Housing Services	Los Angeles, CA	ROSS/FSS Program Workshop	\$ 163.05
Vice President, Single-Family Housing Finance	Real Estate	Philadelphia, PA	Mortgage Bankers Association Annual Convention & Expo 2023	\$ 749.00
Vice President, Single-Family Housing Finance	Real Estate	Philadelphia, PA	Mortgage Bankers Association Annual Convention & Expo 2023	\$ 1,915.22
EVP of Business Administration & CFO	Operations	Los Angeles, CA	CAHA 2024 Annual Conference	\$ 1,303.38
EVP of Business Administration & CFO	Operations	Monterey, CA	CHWCAS Annual Board Meeting and Workshop	\$ 518.00
EVP of Business Administration & CFO	Operations	New Orleans, LA	2023 NAHRO Annual Conference & Exhibition	\$ 2,055.76
EVP of Business Administration & CFO	Operations	San Jose, CA	2024 PSWRC NAHRO Annual Conference	\$ 1,715.20
EVP of Business Administration & CFO	Operations	Washington, DC	2024 MTW Conference	\$ 3,018.12
Workforce Readiness Specialist	Housing Services	Long Beach, CA	CA Workforce Association Youth Conference	\$ 1,759.08
Workforce Readiness Specialist	Housing Services	Rancho Mirage, CA	CWWA Workforce Practitioners Conference	\$ 2,048.20
VP Of Real Estate Program & Special Interests	Real Estate	Los Angeles, CA	Preservation Next Symposium	\$ 163.08
VP Of Real Estate Program & Special Interests	Real Estate	Sacramento, CA	CAL-ALHFA Lobby Day	\$ 427.91
VP Of Real Estate Program & Special Interests	Real Estate	Sacramento, CA	Teamwork - It Works!	\$ 638.12
			TOTAL OUT OF TOWN TRAVEL AND TRAINING	\$ 126,552.21
			TOTAL IN TOWN TRAINING	\$ 118,716.57
			TOTAL TRAVEL AND TRAINING	245,268.78

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Workforce Readiness Specialist	Housing Services	Rancho Mirage, CA	CWWA Workforce Practitioners Conference	\$ 2,048.20
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Vice President, Preservation	Real Estate	Sacramento, CA	CAL-ALHFA Lobby Day	\$ 427.91
Vice President, Preservation	Real Estate	Sacramento, CA	Teamwork - It Works!	\$ 638.12
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			TOTAL IN TOWN TRAINING	\$ 118,716.57
			TOTAL TRAVEL AND TRAINING	245,268.78

ATTACHMENT 2

FIVE YEAR COMPARISON OF ACTUAL VS BUDGET TRAVEL AND TRAINING REPORT		
TRAVEL EXPENSES (includes transportation/lodging/meals)		
FISCAL YEAR	TOTAL	BUDGET
2020	75,126	196,875
2021	-	171,941
2022	4,484	146,570
2023	71,679	144,042
2024	87,262	132,599
TRAINING EXPENSES (includes seminars/conferences/training materials)		
FISCAL YEAR	TOTAL	BUDGET
2020	110,536	205,864
2021	43,238	171,312
2022	89,281	168,400
2023	89,640	167,328
2024	158,006	218,913
TOTAL TRAVEL AND TRAINING EXPENSES		
FISCAL YEAR	TOTAL	BUDGET
2020	185,662	402,739
2021	43,238	343,253
2022	93,765	314,970
2023	161,319	311,370
2024	245,269	351,512