



## INFORMATIONAL REPORT

**DATE ISSUED:** October 5, 2023

**REPORT NO:** HCR23-113

**ATTENTION:** Chair and Members of the San Diego Housing  
Commission For the Agenda of October 13, 2023

**SUBJECT:** Fiscal Year 2023 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) 2023 (July 1, 2022 – June 30, 2023) totaled \$161,319, which is approximately 48.2 percent under the budget of \$311,370. While the 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 were lifted during FY 2023, travel and training expenditure remained significantly under budget. Attachment 1 shows the out-of-town travel and training expenses for FY 2023. Attachment 2 displays a five-year comparison of actual expenditures compared to budget.

### HOUSING COMMISSION STRATEGIC PLAN

This item relates to Strategic Priority Area No. 3 in the Housing Commission's Strategic Plan for Fiscal Year (FY) 2022-2024: Investing in Our Team and the Core Value of believing in transparency and being good financial stewards.

### DISCUSSION

The comparison of the Housing Commission's travel and training expenditures to budget for FY 2019 through FY 2023 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 2023. Aggregated in-town travel and training expenses and total travel and training expenses for FY 2023 are presented in Attachment 1.

During FY 2023, expenditures for out-of-town travel and training and in-town training expenditures were \$161,319. This total is an increase of \$67,555 (72 percent) compared to the prior Fiscal Year's travel and training expenditures of \$93,765.

Respectfully submitted,

Approved by

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

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

Attachments: 1) Year-to-Date Travel and Training Report for FY 2023  
2) Five-year comparison of actual versus budgeted expenditures

**OUT OF TOWN TRAVEL AND TRAINING**  
**Fiscal Year 2023**

TRAVELER	ACTIVITY GROUP	DESTINATION	PURPOSE	TOTAL TRAVEL AND TRAINING
Sr VP of IT/CIO	Operations	Washington, DC	2022 CALPHA CIO Conference	\$ 2,150.15
Workforce & Education Program Supervisor	Housing Services	New Orleans, LA	2022 National Association of Workforce Development Professionals	\$ 2,337.28
Sr Systems Administrator	Operations	Grapevine, TX	2023 Gartner Identity & Access Management Summit	\$ 1,838.97
EVP of Rental Assistance	Housing Services	Anaheim, CA	2023 PSWRC NAHRO Conference	\$ 910.13
EVP of Rental Assistance	Housing Services	Inglewood, CA	SOCAL CAHA Meeting	\$ 55.50
EVP of Rental Assistance	Housing Services	Sacramento, CA	2023 CAHA Conference	\$ 1,433.25
EVP of Rental Assistance	Housing Services	Washington, DC	2022 CLPHA Fall Conference	\$ 2,885.64
EVP of Rental Assistance	Housing Services	Washington, DC	2022 NLHA Conference	\$ 3,169.13
EVP of Rental Assistance	Housing Services	Washington, DC	2023 MTW Conference	\$ 2,028.95
EVP of Rental Assistance	Housing Services	Washington, DC	NLHA Annual Membership Meeting	\$ (337.50)
Housing Programs Manager	Real Estate	Sacramento, CA	2023 CAL-ALFA Symposium and Conference	\$ 1,450.41
SVP of Real Estate Finance & Property Management	Operations	New York, NY	2022 NALHFA Annual Conference	\$ 330.50
VP of Housing First Programs	Housing Services	Washington, DC	2022 National Conference on Ending Homelessness	\$ 2,468.80
Sr VP - Compliance & Equity Assurance	Operations	Los Angeles, CA	Homekey Roundtable and Awards Announcement	\$ 378.49
Sr VP - Compliance & Equity Assurance	Operations	Oakland, CA	2023: Governing for All: California Statewide Meeting	\$ 1,561.67
EVP of Real Estate	Real Estate	Los Angeles, CA	Homekey Roundtable and Awards Announcement	\$ 367.77
EVP of Real Estate	Real Estate	Washington, DC	2023 MTW Conference	\$ 1,882.55
Director of Procurement Operations - Compliance & Equity Assurance	Operations	Anaheim, CA	2023 PSWRC NAHRO Conference	\$ 1,217.80
Interim President & CEO	Operations	Anaheim, CA	2023 PSWRC NAHRO Conference	\$ 1,130.42
Interim President & CEO	Operations	Cape Coral, FL	2023 NLHA Mid-Year Membership Meeting	\$ 2,407.23
Interim President & CEO	Operations	Dallas, TX	2022 ULI Fall Meeting	\$ 4,109.84
Interim President & CEO	Operations	Los Angeles, CA	Homekey Roundtable and Awards Announcement	\$ 393.44
Interim President & CEO	Operations	New York, NY	2022 NALHFA Annual Conference	\$ 3,727.74
Interim President & CEO	Operations	San Francisco, CA	2023 Novogradac Affordable Housing Conference	\$ 2,882.43
Interim President & CEO	Operations	Washington, DC	2022 CALPHA Fall Membership Meeting	\$ 3,270.21
Interim President & CEO	Operations	Washington, DC	2023 MTW Conference	\$ 3,358.22
Interim President & CEO	Operations	Washington, DC	2023 NAHRO Washington Conference	\$ 3,527.38
Housing Programs Manager	(blank)	Los Angeles, CA	2023 AHMA-PSW CA Conference	\$ 593.09
Housing Programs Manager	(blank)	Oakland, CA	NSPIRE Get Ready Seminar	\$ 490.81
EVP of Strategic Initiatives & Homeless Housing Innovations	Housing Services	Nashville, TN	2022 Affordable Housing Tax Credit and Bonds Conference	\$ 3,152.45
EVP of Strategic Initiatives & Homeless Housing Innovations	Housing Services	Washington, DC	2022 CLPHA Fall Conference	\$ 2,462.02
EVP of Strategic Initiatives & Homeless Housing Innovations	Housing Services	Washington, DC	2022 National Conference on Ending Homelessness	\$ 3,240.35

TRAVELER	ACTIVITY GROUP	DESTINATION	PURPOSE	TOTAL TRAVEL AND TRAINING
EVP of Strategic Initiatives & Homeless Housing Innovations	Housing Services	Washington, DC	2023 CLPHA Housing Is Summit	\$ 1,885.66
EVP of Strategic Initiatives & Homeless Housing Innovations	Housing Services	Washington, DC	2023 MTW Conference	\$ 1,909.67
EVP of Strategic Initiatives & Homeless Housing Innovations	Housing Services	Washington, DC	2023 San Diego Regional Chamber of Commerce - Mission to Washington, DC	\$ 3,749.62
IT Business Intelligence Analyst	Operations	San Diego, CA	2022 YASC Conference	\$ 65.00
VP of Human Resources	Operations	Orlando, FL	2022 Gartner Reimagine HR Conference	\$ 4,777.41
VP of Human Resources	Operations	Scottsdale, AZ	2023 Plan Sponsor Forum	\$ 464.46
Sr VP of Policy & Land Use	Operations	Washington, DC	2023 San Diego Regional Chamber of Commerce - Mission to Washington, DC	\$ 4,283.80
Workforce Readiness Specialist	Housing Services	New Orleans, LA	2022 National Association of Workforce Development Professionals	\$ 2,360.72
Housing Programs Manager	Housing Services	Washington, DC	2023 CLPHA Housing Is Summit	\$ 1,681.58
Housing Programs Manager	(blank)	Washington, DC	2023 MTW Conference	\$ 1,769.77
Commissioner	Operations	Washington, DC	2023 San Diego Regional Chamber of Commerce - Mission to Washington, DC	\$ 1,600.00
VP - Single-Family Housing Finance	Real Estate	Nashville, TN	Mortgage Bankers Association Annual Convention and Expo	\$ 2,785.06
EVP of Business Administration & CFO	Operations	Anaheim, CA	2023 PSWRC NAHRO Conference	\$ 619.00
EVP of Business Administration & CFO	Operations	Chandler, AZ	2022 AZNAHRO Summer Conference	\$ 1,100.64
EVP of Business Administration & CFO	Operations	Sacramento, CA	2023 CAHA Conference	\$ 1,570.21
EVP of Business Administration & CFO	Operations	Washington, DC	2023 MTW Conference	\$ 1,755.81
EVP of Business Administration & CFO	Operations	Washington, DC	2023 NAHRO Washington Conference	\$ 3,060.42
Workforce Readiness Specialist	Housing Services	Charlotte, NC	2022 National Association of Workforce Development Professionals Youth Symposium	\$ 2,412.57
VP of Real Estate Program & Special Interests	Real Estate	Sacramento, CA	2023 CAL-ALFA Symposium and Conference	\$ 1,281.57
			<b>TOTAL OUT OF TOWN TRAVEL AND TRAINING</b>	\$ 100,008.09
			<b>TOTAL IN TOWN TRAINING</b>	\$ 61,311.24
			<b>TOTAL TRAVEL AND TRAINING</b>	<b>161,319.33</b>

ATTACHMENT 2

FIVE YEAR COMPARISON OF ACTUAL VS BUDGET TRAVEL AND TRAINING REPORT		
<b>TRAVEL EXPENSES (includes transportation/lodging/meals)</b>		
FISCAL YEAR	TOTAL	BUDGET
2019	124,396	179,900
2020	75,126	196,875
2021	-	171,941
2022	4,484	146,570
2023	71,679	144,042
<b>TRAINING EXPENSES (includes seminars/conferences/training materials)</b>		
FISCAL YEAR	TOTAL	BUDGET
2019	144,769	218,557
2020	110,536	205,864
2021	43,238	171,312
2022	89,281	168,400
2023	89,640	167,328
<b>TOTAL TRAVEL AND TRAINING EXPENSES</b>		
FISCAL YEAR	TOTAL	BUDGET
2019	269,165	398,457
2020	185,662	402,739
2021	43,238	343,253
2022	93,765	314,970
2023	161,319	311,370