

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF  
APPROVING OUT OF STATE  
TRAVEL FOR THE COUNTY  
SHERIFF AND CERTAIN  
DEPUTIES RELATED TO K9  
(CANINE) OFFICER TRAINING

RESOLUTION NO. **17 065**

**WHEREAS**, Walla Walla County Sheriff John Turner has advised the Board of County Commissioners that his office is in the position, with the assistance of the Walla Walla Sheriff's Foundation, to obtain a second K9 (canine) to be used for patrol and narcotics detection; and

**WHEREAS**, the original K9 was transferred to the City of Walla Walla Police Department (reference: Walla Walla County Resolution No. 15 070), and it is necessary for the new K9, and the deputy who will be handling the K9, to have special training; and

**WHEREAS**, Sheriff Turner has requested out of state travel approval for Deputy Ashley Daschofsky to receive the necessary specialized K9 handler training; and

**WHEREAS**, Adlerhorst International LLC offers said training for police service dogs and handlers at their location in Jurupa Valley, California, near Los Angeles, California; and

**WHEREAS**, Sheriff Turner has requested (see Walla Walla County Sheriff's Office Memorandum dated March 8, 2017, a copy of which is attached and by which reference is made a part hereof) out of state travel approval for himself for the period March 27 to April 2, 2017 and for Deputy Daschofsky for the period March 27 to June 18, 2017; and

**WHEREAS**, currently a County vehicle to be utilized by the new K9 team is currently being properly outfitted for the specialized use but the work is not yet completed, and as part of the training for the K9, this vehicle is necessary on-site; and

**WHEREAS**, subsequently, Sheriff Turner has also requested out of state travel approval for an as yet unidentified deputy to drive the vehicle to the location of the training facility in California and then to fly back to Walla Walla County; and

**WHEREAS**, Sheriff Turner has advised that the Walla Walla Sheriff's Foundation will be assisting with the majority of costs associated with the training, on the basis of the County paying expenses and being reimbursed by the Foundation, at which time reimbursement funds shall be returned to the 2017 County Budget via a budget amendment; and

**WHEREAS**, advance authorization for out of state travel is required; and

**WHEREAS**, pursuant to County policy, an Employee Travel Authorization form has been submitted; and

**WHEREAS**, Sheriff Turner has advised of his plans to take some personal leave upon the completion of the training; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that out of state travel as outlined above is approved.

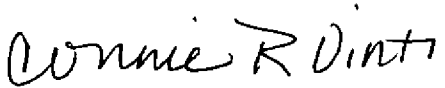
**BE IT FURTHER RESOLVED** that additional time to travel to or from said training, if needed, is also approved.

**BE IT FURTHER RESOLVED** that any personal leave and associated travel costs will be the responsibility of County Sheriff John Turner.

**BE IT FURTHER RESOLVED** that, in advance of the vehicle being driven to the training facility as referenced above, Sheriff Turner shall provide information regarding the identity of the deputy driver and the additional dates of travel and location as backup information for auditing and insurance purposes.

"Passed this 13th day of March, 2017 by Board members as follows: 3 Present or 0 Participating via other means, and by the following vote: 3 Aye 0 Nay 0 Abstained 0 Absent."

Attest:



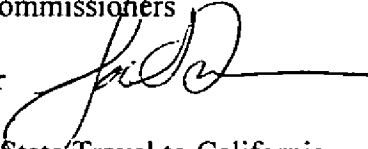
Connie R. Vinti, Clerk of the Board

  
James L. Duncan, Chairman, District 3  
James K. Johnson, Commissioner, District 1  
Todd L. Kimball, Commissioner, District 2

Constituting the Board of County Commissioners  
of Walla Walla County, Washington



## WALLA WALLA COUNTY SHERIFF'S OFFICE MEMORANDUM

To: Board of County Commissioners  
From: Sheriff John Turner   
Re: Request for Out of State Travel to California  
Date: March 8, 2017

I apologize for the tardy submittal of this request and related forms. There was a little confusion on our end as to what needed to be done. We have done some remedial training and believe this will prevent any future issues.

As you know, our Sheriff's Office is slated for two canine teams. When Deputy Goodwin and Farel transferred to the WWPd, that left us with an open slot. We are thrilled that we are now in a position to get our second team up and running. Deputy Ashley Daschofsky did very well in the selection process and was chosen to be our next canine handler. The goal is to have his dog be a cross-trained patrol & narcotics detection dog. Once back from training and certification, this new K9 team will be a great crime-fighting tool for our county.

As previously, the Walla Walla Sheriff's Foundation (WWSF) is graciously helping us with the majority of involved costs. After much research and development, please see the attached spreadsheet for the breakdown of related expenditures and who will be paying for what. As you can see, none of the out of state travel costs will ultimately be borne by the County or WWSO; however due to the WWSF not having a credit card, several of the travel related expenses such as airfare and hotel will initially be placed on the WWSO credit card, with these costs eventually coming back to the County/WWSO in the form of a reimbursement check from the WWSF, at which time we will request a budget amendment for these costs with the matching offsetting revenue.

During his training cycle, Dep. Daschofsky will need his K9 vehicle which is currently being up-fitted by our County Shop. When this vehicle is done, a deputy will be tasked with driving his K9 vehicle down to him and then the WWSF will fly that transporting deputy home to Walla Walla County.

I am respectfully requesting out of state travel concurrence for myself from March 27 to April 2, for Deputy Ashley Daschofsky from March 27 to June 18, and for a yet to be determined deputy on yet TBD dates to deliver the K9 vehicle and then fly home. I plan to remain in LA a couple of days for personal business; the county will not incur any costs related to my travel extension. We are excited this is coming to fruition! As always, thanks much for your time and consideration.



**WWSO 2017 K-9 SELECTION & TRAINING**  
Tentative Agenda, Schedule, and Related Costs

Purpose: To stand up a new 2017 WWSO K-9 team consisting of a fully trained, WACITC certified, patrol & narcotics detection canine handler and dog team.

<u>WW Sheriff's Office</u>		
To be Purchased by WWSO:		
1 Police Service Dog	\$ 10,000.00	* Funds in designated fund from sale of fire to WWPD
1 Security & Service Surcharge	\$ 250.00	
Sales Tax @ 7.75%	\$ 775.00	
1 Narco Detection Course (200)	\$ 5,000.00	
<b>WWSO Total:</b>	<b>\$ 16,025.00</b>	* Approx Amount from 2017 WWSO Budget

<u>WW Sheriff's Foundation</u>		
WW Sheriff Foundation approved travel, airfare, hotel rooms, per diem, rental car, & ancillary related expenses:		
* The below represent "not to exceed" estimates. All efforts will be made to keep costs below the requested amounts.		
Basic Handlers Course	400 hours	\$ 5,000.00
Round Trip Airfare for Sheriff		\$ 900.00
One-Way Airfare for K-9 Deputy from WW to Ontario		\$ 450.00
One-Way Airfare for Deputy from Ontario to WW		\$ 450.00
Shipping of Canine		\$ -
Meal Per Diem for Deputy/ 84 days at \$20/day		\$ 1,680.00
LA Hotel for Sheriff	3/27 - 4/2	\$ 1,200.00
LA Hotel for K-9 Deputy	3/27 - 4/2	\$ 1,200.00
Hotel for K-9 Deputy during trng courses	4/2 - 6/17	\$ 8,000.00
Rental Car		\$ 3,000.00
<b>Estimated WWSF Request:</b>		<b>\$ 21,880.00</b>
		Total WWSF approved funding not to exceed this amount.

WW Sheriff's Office / County Shop  
To be accomplished by WWSO & the County Shop:  
Upfit of a WWSO Ford PI SUV to K-9 Vehicle using all WWSF purchased equipment for Veh#247  
Equip including, but not limited to, K9 cage, remote door opener, hot dog sensor and warning  
Once new K-9 veh is completed, veh will be driven to CA K-9 training for K-9 Deputy  
Deputy delivering K-9 veh will then fly home to WW from Ontario Airport

**WALLA WALLA COUNTY  
Employee Travel Authorization**

Date of Request 3/8/17

Employee Attending: <i>SHERIFF JOHN TURNER DEPT. ASHLEY DASCHOFFSKY YTD DEPUTY - SEE MEMO.</i>	Estimate of Cost (Includes all costs even prepaid)	
	Transportation	
Meeting/Training: Start time/date: <i>3/27/17</i> End time/date: <i>VARIES</i>	<input type="checkbox"/> Air <input type="checkbox"/> Bus/Train <input type="checkbox"/> County Vehicle	\$
	<input type="checkbox"/> Private Vehicle _____ miles @ _____	\$
Location: City: <i>LA &amp; RIVERSIDE COUNTIES</i> State: <i>CA</i>	<input type="checkbox"/> Rental Car <input type="checkbox"/> Cab/Bus	\$
	Lodging	
Title of Meeting/Training: (Attach agenda/training brochure) <i>K9</i>	_____ night(s) @ \$	\$
	Meals	
Departure Date: <i>3/27/17</i> Time: <i>1250</i>	Breakfast(s) _____ @ \$	\$
Return Date: <i>VARIES</i> Time: <i>-</i>	Lunch(s) _____ @ \$	\$
<i>SEE MEMO PLEASE</i>	Dinner(s) _____ @ \$	\$
Place of Lodging:	Registration/Tuition	
<i>SEE MEMO PLEASE</i>	Cancel Date:	\$ <input checked="" type="checkbox"/>
Phone Number: _____	Total Expenses	\$ <input checked="" type="checkbox"/>

Credit Card Use:  Yes  No Date Needed: ASAP  NO COST TO COUNTY SEE MEMO

I hereby acknowledge receipt of the department credit card/advance travel funds, and certify that I will return the credit card/unexpended advance travel funds, together with an expense voucher, and all required receipts within five (5) days of my return. I further agree that if credit card receipts show any amount in excess of authorized reimbursements, I will attach a check or money order for that amount owed or that amount shall be deducted by the County Auditor's Office from my next paycheck. I have read and reviewed the training reimbursement policy No. 40.06.0 and agree to its terms and conditions.

Signature of Employee: *[Signature]* Date: 3/8/17

Recommended:  Yes  No  
Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Out-of-State Travel:  Yes  No  
(Attach Resolution)

Approved:  Yes  No  
Elected Official/Department Head: *[Signature]* Date: 3/8/17