



**Marty Kelly**  
Goodhue County Sheriff

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TO: Budget Committee and Goodhue County Commissioners

FROM: Kristine Holst, Sheriff Accountant  
Marty Kelly, Sheriff

DATE: January 30, 2023

RE: Out of State Travel Request

It is requested that the Budget Committee and the County Board approve the out of state travel request for 2023.

Communications Captain Chad Steffen has served as an appointed SAFECOM Public Safety At-Large Member since 2018. SAFECOM is an emergency communications program within the U.S. Department of Homeland Security's Cybersecurity and Infrastructure Security Agency (US DHS – CISA). He is one of approximately twenty-five At-Large Members nationally. Through collaboration with emergency responders and policymakers across all levels of government, SAFECOM works to improve multijurisdictional and intergovernmental communications interoperability.

Sheriff Kelly is requesting to have the continued opportunity to have Captain Steffen attend the bi-annual in-person meetings and any related in-person committee meeting. The bi-annual meetings are 2-4 days in length, including travel days. The in-person committee meetings are 2 days, typically only meeting once a year. These meetings are by invitational travel and therefore they are planned, scheduled, arranged and paid in full by the SAFECOM Program via the US DHS CISA. The meetings are planned within the United States as approved by the federal processes. Captain Steffen's time is not covered and therefore a commitment by our county. Total hours do not normally exceed 75 hours in a calendar year. This request has been approved the past three years and we continue to see the value our participation.

Out of state travel authorization is requested to attend the meetings.

For more information on SAFECOM: <https://www.dhs.gov/safecom>

## OFFICE OF THE GOODHUE COUNTY SHERIFF

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CENTER  
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CIVIL DIVISION  
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