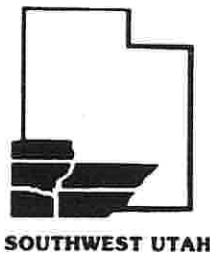


Five County Association of Governments

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Memo

To: Ken Sizemore, Executive Director
From: Carrie A. Schonlaw, SSW *CAS*
Date: February 1, 2010
Re: Request for Out of State Travel

I am submitting a request for out of state travel for Tracy Heavyrunner to attend the Master Training for the Chronic Disease Self-Management Program to be held at Stanford University in Palo Alto, California near San Francisco April 6-10th. This training will be contingent on approval of the grant application being submitted by the Department of Health.

As outlined in the attached e-mail from Nathan Peterson, MPH with the Utah Department of Health; the cost associated with travel expenses (airline, lodging, training registration, meals, public transportation costs) will be covered by his program. Staff time to attend the conference will be covered by the funds Five County will be receiving through the grant for the administration of the program.

It is very important that we have local professionals trained as Master Trainers for this project in order to provide the necessary training to the class instructors. Having local master trainers will also decrease the overall program costs and help in sustaining the program long-term. As Five County will be the lead agency in administering the program at the local level; we felt it was important that one of our staff become a Master Trainer. Two other individuals have been identified through the St. George Senior Center to become trained as well. The St. George Senior Center has also agreed to be the main Community Based organization for the program.