

VFPD19000188

FAML4010 V5.1 * * * CITY OF LONG BEACH FAMIS - PRODUCTION * * * 01/17/2019
LINK TO: DOCUMENT HEADER 12:15 PM

DOCUMENT CATEGORY : VP VOUCHER FAMIS PAYMENTS BY DEPARTMENT NOTEPAD : N
ENTERED BY : 86305 INIT
DOCUMENT NUMBER : VFPD19000188 INITIATING DEPT : PDFBFD
INPUT PERIOD (MM YYYY) : 01 2019 JANUARY
VENDOR NUMBER / SUFFIX : V059161 01 APPROVAL TYPE : 01
VENDOR NAME : EMBASSY CONSULTING SERVICES LLC
VENDOR ADDRESS :

STREET : 11278 LOS ALAMITOS BLVD, #232
CITY / STATE / ZIP : LOS ALAMITOS CA 90720 COUNTRY: USA
DBA NAME :
BANK NUMBER :
DUE DATE : 01/17/2019 TREAS NO :
DOCUMENT AMOUNT : 198.00 SINGLE CHECK : Y
NUMBER OF LINES : 2 CURRENCY CODE :
TRANSACTION CODE HASH : RESPONSIBLE UNIT :
POSTING/EDIT ERRORS : TERMS :



EMBASSY CONSULTING SERVICES, LLC
11278 LOS ALAMITOS BLVD. #232
LOS ALAMITOS, CA 90720

INVOICE

DATE	INVOICE #
1/2/2019	80165

INVOICE TO:

Accounts Payable
Long Beach Police Department

DATE OF SERVICE	DESCRIPTION OF SERVICES	FEE	TOTAL
January 24, 2019	Civilian Leadership Course One (1) Registration Fee @ \$99.00 each Arantxa Chavarria	\$99.00	\$99.00
		TOTAL OWED	\$99.00

MAKE ALL CHECKS PAYABLE TO EMBASSY CONSULTING SERVICES, LLC

IF YOU HAVE ANY QUESTIONS CONCERNING THIS INVOICE, PLEASE CONTACT

INVOICE MUST BE PAID WITHIN 14 DAYS OF RECEIPT

THANK YOU FOR YOUR BUSINESS!

TAX ID # 45-3151221

TRAINING/CONFERENCE – TRAVEL REQUEST **City of Long Beach Police Department**

Requestor Arantha Chavarría		RACT ID ARCHAVA	Index Code PD1060P10
Date 1/1/19	DID# 11189	Bureau/Division Admin/Comm. Engage	Daytime Phone # X8-7032
Course Title Civilian Leadership for PD Employees		Start Date 1/24/19	End Date 1/24/19
Course Location Seal Beach Police Department		Time 8:00 am	Time 5:00 pm
Course Code/Control No. (If applicable)			
Presenter Josef Levy / Charlie Celano	Contact Person Embassy Consulting	Contact Phone # 562-977-5874	

Circle Appropriate Information for Each Item in the Box Below

Training/Conference	P.O.S.T. Course: Y / N	P.O.S.T. Backfill Qualified: Y / N
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Tuition Cost: \$ 99.00 **MUST Attach copy of Conference/Training Bulletin/Flyer Literature**

Generally, meals are reimbursable up to \$50/day (breakfast/\$10; lunch/\$15; dinner/\$25) depending on distance and time of training/conference. Tips are reimbursable up to 15% for table services only.

Alcoholic beverages are not reimbursable.

The requestor may be required to use a personal vehicle if a City vehicle is unavailable. Reimbursement for use of a personal vehicle will be made under the City of Long Beach guidelines.

Rental car must be approved by the requestor's Deputy Chief or Bureau Chief.

Notes & Cost Information (include travel & accommodation needs):

1. Requestor **AE** **1/1/19** Date

4. Deputy Chief/Bureau Chief **[Signature]** **1/9/19** Date

2. Division Training Sergeant **17463** Date

5. Deputy Chief – Support Bureau **[Signature]** **1/14/19** Date

3. Division Commander/Administrator **Karen Owens** **1/8/19** Date

6. Chief of Police **RECEIVED** Date

JAN 15 2019

1-15-19- pink copy sent



CREATING SAFE COMMUNITIES

EMBASSY CONSULTING SERVICES, LLC
11278 LOS ALAMITOS BLVD. #232
LOS ALAMITOS, CA 90720

INVOICE

DATE	INVOICE #
1/10/2019	80238

INVOICE TO:

Accounts Payable
Long Beach Police Department

DATE OF SERVICE	DESCRIPTION OF SERVICES	FEE	TOTAL
January 24, 2019	Civilian Leadership Course One (1) Registration Fee @ \$99.00 each Kimberly Krpan	\$99.00	\$99.00
TOTAL OWED			\$99.00

MAKE ALL CHECKS PAYABLE TO EMBASSY CONSULTING SERVICES, LLC

IF YOU HAVE ANY QUESTIONS CONCERNING THIS INVOICE, PLEASE CONTACT [REDACTED]

INVOICE MUST BE PAID WITHIN 14 DAYS OF RECEIPT

THANK YOU FOR YOUR BUSINESS!

TAX ID # 45-3151221

TRAINING/CONFERENCE - TRAVEL REQUEST

City of Long Beach Police Department

Requestor KRPAK, Kimberly		Employee No. (SSN) [REDACTED]		Index Code PD0548	
Date: 12/20/19		DID#: 10317		Bureau/Division JAIL	
				Daytime Phone # 562.570.7224	
Course Title CIVILIAN LEADERSHIP COURSE			Start Date: JANUARY 24		End Date: JANUARY 24
			Time: 0800		Time: 1700
Course Location SEAL BEACH POLICE DEPT.				Course Code/Control No. (If Applicable) N/A	
Presenter: EMBASSY CONSULTING		Contact Person: JOSEF LEVY		Contact Phone #: 562.577.5874	

Circle Appropriate Information for Each Item in the Box Below

Training/Conference	P.O.S.T.Course: Y / <input checked="" type="radio"/>	P.O.S.T. Backfill Qualified: Y / <input checked="" type="radio"/>
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Tuition Cost: \$ 99.00

MUST Attach copy of Conference/Training Bulletin/Flyer Literature

Generally, meals are reimbursable up to \$50/day (breakfast/\$10; lunch/\$15; dinner/\$25) depending on distance and time of training/conference. Tips are reimbursable up to 15% for table services only.

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Rental car must be approved by the requestor's Deputy Chief or Bureau Chief.

Notes & Cost Information (include travel & accommodation needs):

LUNCH \$15.00
MILEAGE

1 Requestor K. Kw 12/20/19
Date

2 Division Training Sergeant [Signature] 01/10/2015
Date

3 Division Commander/Administrator [Signature] 1/9/19
Date

4 Deputy Chief/Bureau Chief [Signature] 1/14/19
Date

5 Deputy Chief - Support Bureau [Signature]
Date


6 Chief of Police _____
Date

RECEIVED

JAN 15 2019

I. B. POLICE DEPT.
FINANCIAL BUREAU

1-15-19- pink copy sent



EMBASSY CONSULTING SERVICES

CIVILIAN LEADERSHIP COURSE FOR POLICE DEPARTMENT EMPLOYEES

IN PARTNERSHIP WITH THE SEAL BEACH POLICE DEPARTMENT

GOAL

This interactive course is designed specifically for **civilian law enforcement supervisors and managers**. The goal of this training is to provide participants the opportunity to develop skills and strategies to become engaging and effective supervisors and leaders in their organization.

OVERVIEW

This training will explore leadership, leadership styles, essential elements of building morale, understanding the importance of leadership and the role supervisors play in building effective teams and more.

PRESENTERS

Chief Charlie Celano, Tustin Police Department (ret)

Charlie Celano is a recently retired police chief and has 27 years of law enforcement experience, including over 18 years in supervisory, management and command level positions within the organization. Charlie has taught law enforcement professionals throughout the country and is a graduate of the FBI National Academy Class #258.

Commander Josef Levy, Long Beach Police Department (ret)

Josef Levy has close to 30 years of law enforcement experience and has conducted trainings for thousands of law enforcement professionals throughout the country. He has also trained at the International level, training law enforcement delegations from France, Germany, Israel and Russia.

WAYS TO REGISTER

1. Visit: www.EmbassyConsultingServices.com/register
 - a. Under the list of upcoming classes, click on Civilian Leadership Course for Police Department Employees, Thursday, January 24, 2019.
 - b. Complete Booking Form and online payment information through PayPal.
 - c. Send an email to _____@embassyscs.com or call [_____](tel:_____) to register and request to be invoiced or to pay by credit card.

DETAILS

- Continental breakfast and afternoon snacks will be served

Embassy Consulting Services LLC is owned and operated by Josef Levy, Commander (Retired) Long Beach Police Department. Embassy training seminars are not open to the general public. Embassy seminars are for Law Enforcement personnel or those who, in some capacity, represent law enforcement, public or government agencies. Embassy reserves the right to restrict or deny enrollment or access to any individual. No refunds, however, substitutions will be permitted. For additional information, please visit our website at www.embassyconsultingservices.com.

- DATE -

Thursday, January 24, 2019

- TIME -

8:00 am to 5:00 pm

- LOCATION -

Seal Beach Police Department
911 Seal Beach Blvd.
Seal Beach, CA 90740

- TUITION -

\$99.00

EMBASSYCONSULTINGSERVICES.COM

CREATING SAFE COMMUNITIES
562.577.5874