



STAFF REPORT

AGENDA NO: 9r

MEETING DATE: August 17, 2026

To: Honorable Mayor and City Council

Date: August 17, 2026

From: Maria Saguisag-Sid, Human Resources Director – (650) 558-7209

Subject: Approval of Out-of-State Travel for the Human Resources Director to Attend the Public Sector Human Resources Association Annual Conference

RECOMMENDATION

Staff recommends that the City Council approve out-of-state travel for the Human Resources Director to attend the Public Sector Human Resources Association (PSHRA) Annual Conference taking place in Portland, Oregon, for training and professional development.

BACKGROUND

The PSHRA Annual Conference will take place on September 28 – 30, 2026, in Portland, Oregon. This conference provides HR professionals with training and development opportunities focused on leadership, mental health, diversity, equity and inclusion, developing strategies, and recruitment best practices. Human Resources Director Maria Saguisag-Sid is a member of PSHRA, a former board member of the Bay Area PSHRA chapter, and regularly participates in activities to promote the HR profession in the public sector.

DISCUSSION

The PSHRA Annual Conference will provide good resources and training to help HR Director Saguisag-Sid improve the overall operation of the Human Resources Department, particularly with recruitment and retention strategies, performance management, AI, wellness, and employee engagement efforts. Information received at this conference will be shared with other HR staff members.

Section III.1.a of the City's Expense Reimbursement Policy requires City Council approval for out-of-state travel. Pursuant to the policy, staff is requesting the Council's approval of HR Director Saguisag-Sid's travel to Oregon.

FISCAL IMPACT

Expenses for this trip are estimated to cost approximately \$1,900, and sufficient funds are available in the Human Resources travel and meetings budget for this trip.