

#. **Travel & Training**

	Dept.	No.	Purpose	Date(s)	Location	Cost	Fund
1.	OCA	3	American Public Health Association meeting	11/2-6	Washington, DC	\$11,690	Other
2.	FCD	1	Urban Land Institute meeting	11/3-6	San Francisco, CA	\$8,120	FCD
3.	US	1	Dell Technologies World Conference (<i>\$1,515 appvd. 5/22 for 1 atnd.-add atnd. & exp., & date change</i>)	5/18-23	Las Vegas, NV	\$2,337	General
4.	PHS	1	HIV/AIDS Bureau training (<i>\$11,840 appvd. 6/26 for 4 atnds.-add atnd., exp, & funding source</i>)	8/5-8	Rockville, MD	\$2,880	Grant
5.	PHS	10	Epic Users Group Meeting	8/17-21	Verona, WI	\$47,300	Other
6.	PHS	1	Mobile Health Conference	9/13-16	Louisville, KY	\$2,915	Other
7.	VS	1	Prevent veteran suicide with community partners training	7/14-17	Denver, CO	\$2,020	Grant
8.	JUVPROB	1	Georgetown University Center for Youth Justice training	9/24-26	Washington, DC	\$1,560	Other
9.	C5	1	Electronic service device K9 recertification training*	8/25-29	Greenfield, IN	\$912	General
10.	SHERIFF	5	CompStat program training	7/15-17	Los Angeles, CA	\$17,450	Other
11.	SHERIFF	10	Maritime Security West Conference	8/4-7	Long Beach, CA	\$17,976	Other
12.	SHERIFF	4	Prevention of bombing incidents course	10/12-17	Socorro, NM	\$9,504	Other
13.	IFS	1	New England Seminar in Forensic Sciences (<i>\$2,412 appvd. 6/12 for 1 atnd.-add atnd. & exp.</i>)	7/19-24	Biddeford, ME	\$235	General
14.	PD	1	Gideon's Promise Summer Leadership Summit	7/10-14	Atlanta, GA	\$2,190	General
15.	TREAS	2	National Association of Counties Conference	7/11-14	Philadelphia, PA	\$4,770	General
16.	PA	1	National Institute for Governmental Purchasing Forum	7/27-30	Denver, CO	\$1,300	General
17.	PCT2	1	American Society of Civil Engineers Convention	10/7-11	Seattle, WA	\$3,422	General
Subtotal		45	Out of Texas average cost per attendee: \$3,035			\$136,581	

OUT OF TEXAS

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Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees
 ☐ Event Dates
☐ City
 ☐ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: Office of County Administration	[2] Number of Attendees: 3 <i>(If more than one to attend, please explain):</i> all attendees are co-authors on the presentation
[3] Subject/Purpose: To attend the American Public Health Association annual meeting and present on ARPA investments in public health programs. The ARPA PMO Health teams' abstract was accepted for a presentation	
[4] Benefit to County: APHA Annual Meeting provides high-quality, science-based education, networking opportunities, and cutting-edge resources to thousands of public health professionals from across the nation.	
[5] Event Dates (travel dates included): November 2-6, 2025	[6] City, State: Washington, DC

[c] Estimated Expenses

[7] Registration Fee:	2,250.00	[12] Taxi/Other Ground Transportation:	150.00
[8] Per Diem:	1,200.00	[13] Personal Vehicle Mileage:	50.00
[9] Hotel:	5,625.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	1,350.00	[15] Other (Explain):	690.00
[11] Parking/Tolls:	375.00	membership fees (required for registration)	
Total Cost:			\$11,690.00

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:	11,690.00	[21] Name of Other Source (& fund # if applicable): Flex Fund 1040
Total:	\$11,690.00	

Authorized By: Jesse Dickerman

(Name may be typed; signature is not required.)

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 ☐ Event Dates
☐ City
 ☐ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: Flood Control District	[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i> To focus on multiple agendas.
[3] Subject/Purpose: Urban Land Institute (ULI) 2025 Fall Meeting	
[4] Benefit to County: Training will consist of training and programming that supports shaping the future of the built environment with aligns with the Flood Control District's mission.	
[5] Event Dates <i>(travel dates included):</i> 11/03-06/2025	[6] City, State: San Francisco, CA

[c] Estimated Expenses

[7] Registration Fee:	1,700.00	[12] Taxi/Other Ground Transportation:	400.00
[8] Per Diem:	220.00	[13] Personal Vehicle Mileage:	200.00
[9] Hotel:	3,500.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	1,500.00	[15] Other <i>(Explain):</i>	400.00
[11] Parking/Tolls:	200.00	Participate in a tour.	
Total Cost:			\$8,120.00

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:	8,120.00	[21] Name of Other Source (& fund # if applicable): Flood Control District - 090
Total:	\$8,120.00	

Authorized By: Tina Petersen, Ph.D., P.E., Executive Director

(Name may be typed; signature is not required.)

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Court Date:	5/22/2025
Amount:	\$1,515.00
# of Attendees:	1
Fund Source:	General

What additional changes are being requested?

(Only select the changes that apply)

- ☒ Number of Attendees
 ☒ Event Dates
☐ City
 ☒ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: Harris County Universal Services	[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i>
[3] Subject/Purpose: Dell Technologies World 2025	
[4] Benefit to County: The Dell Technologies World conference will provide insight to leading-edge technology and network solutions from Dell and associated partners.	
[5] Event Dates (travel dates included): May 18-23, 2025	[6] City, State: Las Vegas, Nevada

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	100.00
[8] Per Diem:	335.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	1,167.81	[14] Vehicle Rental:	
[10] Airline/bus/train:	733.96	[15] Other (Explain):	
[11] Parking/Tolls:			
Total Cost:			\$2,336.77

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:	2,336.77	
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$2,336.77	

Authorized By: Sindhu Menon, Executive Director & CIO

(Name may be typed; signature is not required.)

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Court Date:	06/26/2025
Amount:	\$11,840.00
# of Attendees:	4
Fund Source:	Grant

What additional changes are being requested?

(Only select the changes that apply)

- ☒ Number of Attendees
 ☐ Event Dates
☐ City
 ☒ Estimated Expenses
☐ Use of County Vehicle
 ☒ Funding Source

[b] Requested Information

[1] Department Name: Public Health Services (PHS) / Community Health and Wellness (CHW)	[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i> Attending different sessions
[3] Subject/Purpose: HIV/AIDS Bureau (HAB) Division of Metropolitan HIV/AIDS Program (DMHAP) Administrative Reverse Site Visit (ARSV)	
[4] Benefit to County: Training embodies monitoring, compliance, and program technical assistance on the Ryan White HIV/AIDS Program (RWHAP) Part A, and Ending the HIV Epidemic (EHE)	
[5] Event Dates <i>(travel dates included):</i> August 5-8, 2025	[6] City, State: Rockville, MD

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	400.00
[8] Per Diem:	320.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	1,248.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	600.00	[15] Other <i>(Explain):</i>	220.00
[11] Parking/Tolls:	92.00	Baggage fees and other incidentals	
Total Cost:			\$2,880.00

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: <i>(County grants only)</i>	2,880.00	[19] Name of Grant & Fund #: Ryan White Part A, Fund # 2601- FY25_RW_QM
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$2,880.00	

Authorized By: Leah Barton — Interim Executive Director

(Name may be typed; signature is not required.)

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# of Attendees:	
Fund Source:	

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- ☐ Number of Attendees
 ☐ Event Dates
☐ City
 ☐ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: Public Health Services (PHS) / Health Prevention and Coordinated Care (HPCC)	[2] Number of Attendees: 10 <i>(If more than one to attend, please explain):</i> Multiple programs attending
[3] Subject/Purpose: To attend the Epic Users Group Meeting (UGM), which facilitates networking and sharing practical Epic knowledge among healthcare providers to improve patient outcomes and safety	
[4] Benefit to County: PHS will transition to Epic in 2025-2026. Attendance allows direct access to Epic experts, peer learning, features, AI insights, collaboration with similar organizations, and understanding of new development.	
[5] Event Dates (travel dates included): August 17, 2025 to August 21, 2025	[6] City, State: Verona, Wisconsin

[c] Estimated Expenses

[7] Registration Fee:	6,800.00	[12] Taxi/Other Ground Transportation:	2,500.00
[8] Per Diem:	4,000.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	17,000.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	15,000.00	[15] Other (Explain):	2,000.00
[11] Parking/Tolls:		Luggage Fees	
Total Cost:			\$47,300.00

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:	47,300.00	[21] Name of Other Source (& fund # if applicable): FLEX_ACCESS PROGRAM
		HC001 1040 27591010
Total:	\$47,300.00	

Authorized By: Leah Barton — Interim Executive Director

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Fund Source:	

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- ☐ Number of Attendees
 ☐ Event Dates
☐ City
 ☐ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: Public Health Services (PHS) / Community Health and Wellness (CHW)	[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i>
[3] Subject/Purpose: Annual Mobile Health Conference	
[4] Benefit to County: Participation in this conference will provide an opportunity to advance the Mobile Healthcare Services initiatives by gaining knowledge of innovative strategies for mobile service delivery	
[5] Event Dates (travel dates included): 9/13/2025 - 9/16/2025	[6] City, State: Louisville, Kentucky

[c] Estimated Expenses

[7] Registration Fee:	799.00	[12] Taxi/Other Ground Transportation:	150.00
[8] Per Diem:	320.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	1,014.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	500.00	[15] Other (Explain):	80.00
[11] Parking/Tolls:	52.00	Round Trip Luggage Fees	
Total Cost:			\$2,915.00

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:	2,915.00	[21] Name of Other Source (& fund # if applicable): Charity Care, Fund # 2117
		ACCOUNT: 728018
		DEPT: 27550040
Total:	\$2,915.00	

Authorized By: Leah Barton — Interim Executive Director

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 ☐ Event Dates
☐ City
 ☐ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: Veteran Services Department	[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i>
[3] Subject/Purpose: Prioritizing Shared Action to Prevent Veteran Suicide with Community Partners.	
[4] Benefit to County: Will bring together VA and community experts to share promising practices, research, and resources on such important topics as suicide prevention, homelessness, and transition.	
[5] Event Dates (travel dates included): July 14th - July 17th, 2025	[6] City, State: Denver, CO

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	
[8] Per Diem:	320.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	700.00	[14] Vehicle Rental:	300.00
[10] Airline/bus/train:	600.00	[15] Other (Explain):	
[11] Parking/Tolls:	100.00		
Total Cost:			\$2,020.00

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: <i>(County grants only)</i>	2,020.00	[19] Name of Grant & Fund #:
		SSG Parker Gordon Fox Suicide Prevention Grant
		Fund#2601
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$2,020.00	

Authorized By: Dave Lewis, Executive Director

(Name may be typed; signature is not required.)

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 ☐ Event Dates
☐ City
 ☐ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: Harris County Juvenile Probation Department	[2] Number of Attendees: One (1) <i>(If more than one to attend, please explain):</i>
[3] Subject/Purpose: Georgetown University Center for Youth Justice and Annie E. Casey	
[4] Benefit to County: Ongoing Public Information Officer training and current best practices related to Juvenile Justice issues	
[5] Event Dates (travel dates included): September 24-26, 2025	[6] City, State: Washington, DC

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	200.00
[8] Per Diem:	210.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	650.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	400.00	[15] Other (Explain):	
[11] Parking/Tolls:	100.00		
Total Cost:			\$1,560.00

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
	780.00	Annie E. Casey Foundation
	780.00	Casey Family Programs
Total:	\$1,560.00	

Authorized By: Henry Gonzales, Executive Director

(Name may be typed; signature is not required.)

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 ☐ Event Dates
☐ City
 ☐ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: Constable Precinct 5	[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i>
[3] Subject/Purpose: Electronic Service Device (ESD) K9 Recertification Training.	
[4] Benefit to County: Required annual recertification for the handler and Electronic Service Device (ESD) K9. Enhances their skills as a team.	
[5] Event Dates (travel dates included): August 25th 2025 - August 29th, 2025	[6] City, State: Greenfield, IN

[c] Estimated Expenses

[7] Registration Fee:	300.00	[12] Taxi/Other Ground Transportation:	
[8] Per Diem:		[13] Personal Vehicle Mileage:	
[9] Hotel:	611.80	[14] Vehicle Rental:	
[10] Airline/bus/train:		[15] Other (Explain):	
[11] Parking/Tolls:			
Total Cost:			\$911.80

[16] Use of County Vehicle?

- ☒ Yes
☐ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:	911.80	
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
		Cost will be reimbursed by Houston Metro ICAC Task Force to General Fund.
		Per diem not being requested.
Total:	\$911.80	

Authorized By: Heather Miner

(Name may be typed; signature is not required.)

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[a] Previously Approved

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Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees
 ☐ Event Dates
☐ City
 ☐ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: 540-Harris County Sheriff's Office, Executive	[2] Number of Attendees: 5 <i>(If more than one to attend, please explain):</i> Different Ranks
[3] Subject/Purpose: We will travel to Los Angeles, California for an in-depth review of their CompStat program. Members from the Houston Police Department will also be attending.	
[4] Benefit to County: Gain knowledge of a CompStat Program currently in use which will provide improved Efficiency and Strategic Planning for the Harris County Sheriff's Office.	
[5] Event Dates (travel dates included): July 15-17, 2025	[6] City, State: Los Angeles, CA

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	1,000.00
[8] Per Diem:	1,200.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	7,500.00	[14] Vehicle Rental:	1,750.00
[10] Airline/bus/train:	5,000.00	[15] Other (Explain):	500.00
[11] Parking/Tolls:	500.00	Luggage	
Total Cost:			\$17,450.00

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:	17,450.00	[21] Name of Other Source (& fund # if applicable): SEIZED/LEOSE
Total:	\$17,450.00	

Authorized By: Sheriff Ed Gonzalez

(Name may be typed; signature is not required.)

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OUT OF TEXAS

Travel & Training Request

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Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees ☐ Event Dates
☐ City ☐ Estimated Expenses
☐ Use of County Vehicle ☐ Funding Source

[b] Requested Information

[1] Department Name: 540-Harris County Sheriff's Office, SEB	[2] Number of Attendees: 10 <i>(If more than one to attend, please explain):</i> Different Ranks
[3] Subject/Purpose: Maritime Security West Conference	
[4] Benefit to County: The Maritime Security East conference addresses the needs of federal, state and local agencies, law enforcement and military in securing coastlines, inland waterways, ports and critical infrastructure.	
[5] Event Dates <i>(travel dates included):</i> August 4-7, 2025	[6] City, State: Long Beach, CA

[c] Estimated Expenses

[7] Registration Fee:	950.00	[12] Taxi/Other Ground Transportation:	
[8] Per Diem:	3,200.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	7,500.00	[14] Vehicle Rental:	1,750.00
[10] Airline/bus/train:	4,576.00	[15] Other <i>(Explain):</i>	
[11] Parking/Tolls:			
Total Cost:			\$17,976.00

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:	17,976.00	[21] Name of Other Source (& fund # if applicable): SEIZED/LEOSE
Total:	\$17,976.00	

Authorized By: Sheriff Ed Gonzalez

(Name may be typed; signature is not required.)

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Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees
 ☐ Event Dates
☐ City
 ☐ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: 540-Harris County Sheriff's Office, SEB	[2] Number of Attendees: 4 <i>(If more than one to attend, please explain):</i> Ensures cohesive training within the K9 Unit
[3] Subject/Purpose: The Prevention of Bombing Incidents course focuses on understanding the history and threat of suicide bombing to the United States as well as suicide bomber methodologies.	
[4] Benefit to County: Provides an opportunity for our canine teams to learn new techniques from experts in the field of bombing incidents.	
[5] Event Dates (travel dates included): October 12-17, 2025	[6] City, State: Socorro, New Mexico

[c] Estimated Expenses

[7] Registration Fee:	800.00	[12] Taxi/Other Ground Transportation:	
[8] Per Diem:	1,920.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	2,500.00	[14] Vehicle Rental:	2,200.00
[10] Airline/bus/train:	2,084.00	[15] Other (Explain):	
[11] Parking/Tolls:			
Total Cost:			\$9,504.00

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:	9,504.00	[21] Name of Other Source (& fund # if applicable): US Department of Homeland Security
Total:	\$9,504.00	

Authorized By: Sheriff Ed Gonzalez

(Name may be typed; signature is not required.)

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OUT OF TEXAS

Travel & Training Request

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[a] Previously Approved

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Previously Approved Information

Court Date:	6/12/2025
Amount:	\$2,412.00
# of Attendees:	1
Fund Source:	General

What additional changes are being requested?

(Only select the changes that apply)

- ☒ Number of Attendees
 ☐ Event Dates
☐ City
 ☒ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: 270 - Institute of Forensic Sciences	[2] Number of Attendees: One (1) <i>(If more than one to attend, please explain):</i> continuing education
[3] Subject/Purpose: 2025 New England Seminar in Forensic Sciences (NESIFS)	
[4] Benefit to County: Continuing Education regarding Forensic Pathology	
[5] Event Dates (travel dates included): July 19, 2025 through July 24, 2025	[6] City, State: Biddeford, ME

[c] Estimated Expenses

[7] Registration Fee:	235.00	[12] Taxi/Other Ground Transportation:	
[8] Per Diem:		[13] Personal Vehicle Mileage:	
[9] Hotel:		[14] Vehicle Rental:	
[10] Airline/bus/train:		[15] Other (Explain):	
[11] Parking/Tolls:			
Total Cost:			\$235.00

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:	235.00	
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$235.00	

Authorized By: Dr. Luis A. Sanchez, Executive Director & Chief ME

(Name may be typed; signature is not required.)

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OUT OF TEXAS

Travel & Training Request

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Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees
 ☐ Event Dates
☐ City
 ☐ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: PUBLIC DEFENDERS OFFICE	[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i>
[3] Subject/Purpose: GIDEON'S PROMISE SUMMER LEADERSHIP SUMMIT	
[4] Benefit to County: REPRESENTING THE OFFICE/MEETING WITH OTHER AGENCIES	
[5] Event Dates <i>(travel dates included):</i> JULY 10 to JULY14, 2025	[6] City, State: ATLANTA, GA

[c] Estimated Expenses

[7] Registration Fee:	450.00	[12] Taxi/Other Ground Transportation:	300.00
[8] Per Diem:	300.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	840.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	300.00	[15] Other <i>(Explain):</i>	
[11] Parking/Tolls:			
Total Cost:			\$2,190.00

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:	2,190.00	
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$2,190.00	

Authorized By: ALEXANDER BUNIN

(Name may be typed; signature is not required.)

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OUT OF TEXAS

Travel & Training Request

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Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees
 ☐ Event Dates
☐ City
 ☐ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: Treasurer Office	[2] Number of Attendees: 2 <i>(If more than one to attend, please explain):</i> Dr. Carla Wyatt - Treasurer; John Patterson - Admin Assistant
[3] Subject/Purpose: To attend the 2025 National Association of Counties (NACo) Annual Conference	
[4] Benefit to County: The Conference content includes discussion of federal policies impacting counties, workshops lifting up county best practices and educational sessions with industry experts.	
[5] Event Dates <i>(travel dates included):</i> July 11-14, 2025	[6] City, State: Philadelphia, PA

[c] Estimated Expenses

[7] Registration Fee:	1,480.00	[12] Taxi/Other Ground Transportation:	
[8] Per Diem:	640.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	2,000.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	650.00	[15] Other <i>(Explain):</i>	
[11] Parking/Tolls:			
Total Cost:			\$4,770.00

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:	4,770.00	
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$4,770.00	

Authorized By: Dr. Carla L. Wyatt

(Name may be typed; signature is not required.)

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OUT OF TEXAS

Travel & Training Request

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Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees
 ☐ Event Dates
☐ City
 ☐ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: Office of the Purchasing Agent	[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i>
[3] Subject/Purpose: Requesting approval for travel for NIGP-CPP certified Assistant Purchasing Agent to attend the 2025 National Institute for Governmental Purchasing (NIGP) Forum	
[4] Benefit to County: Supports enterprise-wide purchasing activities with emphasis on Harris County Hospital District. Aligns with County Strategic Goal O4: increase community healthcare capacity through enhanced procurement.	
[5] Event Dates <i>(travel dates included):</i> 7/27/25 - 7/30/25	[6] City, State: Denver, CO

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:		[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both <i>(using county & personal)</i>
[8] Per Diem:		[13] Personal Vehicle Mileage:		
[9] Hotel:	1,100.00	[14] Vehicle Rental:		
[10] Airline/bus/train:		[15] Other <i>(Explain):</i>		
[11] Parking/Tolls:	200.00			
Total Cost:			\$1,300.00	

[d] Funding Source

[17] General Fund:	1,300.00	
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable): Per diem not being requested.
Total:	\$1,300.00	

Authorized By: Paige McInnis

(Name may be typed; signature is not required.)

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Previously Approved Information

Court Date:	
Amount:	
# of Attendees:	
Fund Source:	

What additional changes are being requested?

(Only select the changes that apply)

- ☐ Number of Attendees
 ☐ Event Dates
☐ City
 ☐ Estimated Expenses
☐ Use of County Vehicle
 ☐ Funding Source

[b] Requested Information

[1] Department Name: Precinct 2 Engineering & Capital Projects Department	[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i>
[3] Subject/Purpose: American Society of Civil Engineers (ASCE) 2025 Convention	
[4] Benefit to County: See attached justification letter	
[5] Event Dates <i>(travel dates included):</i> Tuesday, October 7, 2025 through Saturday, October 11, 2025	[6] City, State: Seattle, Washington

[c] Estimated Expenses

[7] Registration Fee:	1,495.00	[12] Taxi/Other Ground Transportation:	50.00
[8] Per Diem:	300.00	[13] Personal Vehicle Mileage:	0.00
[9] Hotel:	1,100.00	[14] Vehicle Rental:	0.00
[10] Airline/bus/train:	427.00	[15] Other <i>(Explain):</i>	0.00
[11] Parking/Tolls:	50.00		
Total Cost:			\$3,422.00

[16] Use of County Vehicle?

- ☐ Yes
☒ No
☐ Both *(using county & personal)*

[d] Funding Source

[17] General Fund:	3,422.00	
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$3,422.00	

Authorized By: Faustino Benavidez

(Name may be typed; signature is not required.)

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