

a. **Out of Texas**

	Dept.	No.	Purpose	Date(s)	Location	Cost	Fund
1.	PHS	1	Integrated Foodborne Outbreak Response & Mgt. meeting	1/30-2/2	San Diego, CA	\$3,600	Other
2.	PHS	3	Nat'l. Assn. of Counties Legislative Conf. & advocacy mtgs.	2/8-11	Washington, DC	\$3,107	Grant
						\$6,213	Other
3.	PHS	1	Integrated Foodborne Outbreak Response & Mgt. meeting	2/13-16	St. Louis, MO	\$1,665	Other
4.	PHS	4	Comm. Based Violence Intervention & Prev. Initiative Conf.	2/14-16	St. Louis, MO	\$6,987	Grant
5.	PHS	4	Mid-Continental Assn. of Food & Drug Officials Educ. Conf.	2/19-23	Norman, OK	\$7,020	Other
6.	AGL	1	Cattle Industry Convention & Trade Show	2/1-3	New Orleans, LA	\$1,565	Other
7.	HCRCA	4	Child Welfare League of America Conference	4/25-29	Washington, DC	\$12,240	Other
8.	CAC	1	Human trafficking training	1/9-10	Baton Rouge, LA	\$720	Other
9.	C5	-	Law Enforcement Rapid Response Training Conference (<i>\$4,044 appvd. 11/29/2022 for 1 attnd.-change fund source</i>)	10/4-9/2022	Forest Heights, MD	\$4,044	Other
10.	C5	1	TASER master instructor training	1/22-28	Las Vegas, NV	\$2,360	Other
11.	C8	2	Deliver a retiring K-9 to Project K-9 Hero*	12/18-20/2022	South Pittsburg, TN	\$285	Other
12.	SHERIFF	3	Law enforcement related meetings* (<i>\$20,500 appvd. 9/27/2022 for 2 attnds.-add attnds.</i>)	FY 2023	Various	-	Other
13.	SHERIFF	1	San Diego police detective assessment	12/12-14/2022	San Diego, CA	\$1,315	Other
14.	SHERIFF	6	NENA Next Gen 911 Best Practices & Standards Conference	1/15-20	Clear Water, FL	\$11,130	Other
15.	SHERIFF	4	Integrating Communications, Assessments, & Tactics Conf.	1/23-26	San Diego, CA	\$6,780	Other
16.	SHERIFF	1	Mobile Police Dept. & AltaPointe Mental Health Auth. wrkshp.	2/1-3	Mobile, AL	\$965	Other
17.	SHERIFF	4	Women's Leadership Institute training	3/5-10	Virginia Beach, VA	\$11,340	Other
18.	SHERIFF	2	Palm print comparison techniques training	4/23-26	Green Bay, WI	\$4,680	Other
19.	SHERIFF	1	Computer Forensics Examiners course	4/23-5/6	Orlando, FL	\$6,615	Other
20.	SHERIFF	1	Government Social Media Conference	5/1-4	Reno-Tahoe, NV	\$2,539	Other
21.	SO-DET	1	Charlotte-Mecklenburg Police Dept. promotional test assessor	1/22-28	Charlotte, NC	\$2,285	Other
22.	IFS	7	American Academy of Forensic Sciences meeting	2/13-18	Orlando, FL	\$14,839	General
23.	CA	3	National Association of Counties Legislative Conference	2/11-14	Washington, DC	\$7,100	General
24.	OJS	1	Conference for Academy of Criminal Justice Sciences	3/14-18	National Harbor, MD	\$2,181	General
25.	OHSEM	1	Homeland Security Exercise & Evaluation Program workshop	12/4-7/2022	Emmitsburg, MD	\$370	General
						\$1,800	Other
Subtotal		58	Out of Texas average cost per attendee: \$2,134			\$123,745	

OUT OF TEXAS

Travel & Training Request

Request Form Guidelines

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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: Public Health Services (PHS) / Environmental Public Health (EPH)		[2] Number of Attendees: 2 <i>(If more than one to attend, please explain):</i> Attending different sessions	
[3] Subject/Purpose: Integrated Foodborne Outbreak Response and Management (InFORM) Regional Meeting			
[4] Benefit to County: Support efforts to improve public health through the prevention and control of disease, disability, and death caused by foodborne, waterborne, and environmentally transmitted infections			
[5] Event Dates (travel dates included): January 30-February 2, 2023		[6] City, State: San Diego, CA	

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	240.00
[8] Per Diem (\$55 daily):	440.00	[13] Personal Vehicle Mileage:	100.00
[9] Hotel:	1,200.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	1,300.00	[15] Other (Explain):	200.00
[11] Parking/Tolls:	120.00	Baggage, incidentals	
		Total Cost:	\$ 3,600.00

[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:	1,800.00	[21] Name of Other Source (& fund # if applicable): Special Revenue 27520020-2341
	1,800.00	National Association of County and City Health Officials (NACCHO)
Total:	\$ 3,600.00	

Authorized By: Barbie L. Robinson, MPP, JD, CHC — Executive Director

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

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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) / Executive Director's Office (EDO)		[2] Number of Attendees: 3 (If more than one to attend, please explain): Attending Different Sessions	
[3] Subject/Purpose: The National Association of Counties (NACo) Legislative Conference and Advocacy Meetings			
[4] Benefit to County: Participation in these meetings will provide an avenue for strengthening local public health activities for HCPH as well as allow Harris County perspectives in national policy making			
[5] Event Dates (travel dates included): February 8-11, 2023		[6] City, State: Washington, DC	

[c] Estimated Expenses

[7] Registration Fee:	1,860.00	[12] Taxi/Other Ground Transportation:	500.00
[8] Per Diem (\$55 daily):	660.00	[13] Personal Vehicle Mileage:	100.00
[9] Hotel:	3,700.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	2,000.00	[15] Other (Explain): Baggage, gas, misc.	400.00
[11] Parking/Tolls:	100.00		
Total Cost:			\$ 9,320.00

[16] Use of County Vehicle?

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

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)	3,107.00	[19] Name of Grant & Fund #: 2651- American Rescue Plan 2021
[20] Other Source:	6,213.00	[21] Name of Other Source (& fund # if applicable): 2116- Delivery System Reform Incentive Payment (DSRIP)
Total:	\$ 9,320.00	

Authorized By: Barbie L. Robinson, MPP, JD, CHC — Executive Director
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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) / Environmental Public Health (EPH)		[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i>	
[3] Subject/Purpose: Integrated Foodborne Outbreak Response and Management (InFORM) Regional Meeting			
[4] Benefit to County: Support efforts to improve public health through the prevention and control of disease, disability, and death caused by foodborne, waterborne, and environmentally transmitted infections			
[5] Event Dates (travel dates included): February 13-16, 2023		[6] City, State: St. Louis, MO	

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	120.00
[8] Per Diem (\$55 daily):	220.00	[13] Personal Vehicle Mileage:	35.00
[9] Hotel:	480.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	650.00	[15] Other (Explain):	100.00
[11] Parking/Tolls:	60.00	Baggage, incidentals	
Total Cost:			\$ 1,665.00

[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:	1,665.00	[21] Name of Other Source (& fund # if applicable): Special Revenue 27520020-2341
Total:	\$ 1,665.00	

Authorized By: Barbie L. Robinson, MPP, JD, CHC — Executive Director
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☐ City ☐ Estimated Expenses
☐ Use of County Vehicle ☐ Funding Source

[b] Requested Information

[1] Department Name: Public Health Services (PHS) / Community Health and Violence Prevention Services (CHVPS)		[2] Number of Attendees: 4 <i>(If more than one to attend, please explain):</i> To promote awareness with supervisors and employees.	
[3] Subject/Purpose: Community Based Violence Intervention and Prevention Initiative (CVIPI) Grantee Conference			
[4] Benefit to County: To learn best practices and strategies for implementing violence intervention.			
[5] Event Dates (travel dates included): 2/14/23-2/16/23		[6] City, State: St. Louis, Missouri	

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	160.00	[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):	660.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	2,543.00	[14] Vehicle Rental:		
[10] Airline/bus/train:	3,064.00	[15] Other (Explain): Luggage fees	560.00	
[11] Parking/Tolls:				
Total Cost:			\$ 6,987.00	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)	4,592.00	[19] Name of Grant & Fund #: Community Based Violence Intervention and Prevention Initiative Grant - 2601
	2,395.00	Bureau of Justice Assistance National Training and Technical Assistance Center Grant - 2601
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$ 6,987.00	

Authorized By: Barbie L. Robinson, MPP, JD, CHC — Executive Director
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☐ City ☐ Estimated Expenses
☐ Use of County Vehicle ☐ Funding Source

[b] Requested Information

[1] Department Name: Public Health Services (PHS) / Environmental Public Health (EPH)		[2] Number of Attendees: 4 <i>(If more than one to attend, please explain):</i> Attending different sessions	
[3] Subject/Purpose: Mid-Continental Association of Food & Drug Officials Annual Educational Conference			
[4] Benefit to County: Support efforts to improve public health through the education and collaboration with food safety professionals and regulatory agencies.			
[5] Event Dates (travel dates included): February 19-23, 2023		[6] City, State: Norman, OK	

[c] Estimated Expenses

[7] Registration Fee:	600.00	[12] Taxi/Other Ground Transportation:	600.00
[8] Per Diem (\$55 daily):	1,100.00	[13] Personal Vehicle Mileage:	100.00
[9] Hotel:	1,920.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	2,000.00	[15] Other (Explain):	400.00
[11] Parking/Tolls:	300.00	Baggage, incidentals	
Total Cost:			\$ 7,020.00

[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>		[19] Name of Grant & Fund #:
[20] Other Source:	7,020.00	[21] Name of Other Source (& fund # if applicable): Special Revenue 27520020-2341
Total:	\$ 7,020.00	

Authorized By: Barbie L. Robinson, MPP, JD, CHC — Executive Director

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Fund Source:	

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

[b] Requested Information

[1] Department Name: Texas A&M AgriLife Extension Service	[2] Number of Attendees: 1 - Shannon Dietz (If more than one to attend, please explain):
[3] Subject/Purpose: To attend the 2023 Cattle Industry Convention & Trade Show	
[4] Benefit to County: Information obtained will enhance educational programming for Harris County residents	
[5] Event Dates (travel dates included): February 1-3, 2023	[6] City, State: New Orleans, Louisiana

[c] Estimated Expenses

[7] Registration Fee:	450.00	[12] Taxi/Other Ground Transportation:		[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):	165.00	[13] Personal Vehicle Mileage:	500.00	
[9] Hotel:	450.00	[14] Vehicle Rental:		
[10] Airline/bus/train:		[15] Other (Explain):		
[11] Parking/Tolls:				
Total Cost:			\$1,565.00	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	1,565.00	[21] Name of Other Source (& fund # if applicable):
		ANR Committee
Total:	\$1,565.00	

Authorized By: 

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

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

[b] Requested Information

[1] Department Name: Harris County Resources for Children and Adults	[2] Number of Attendees: 4 <i>(If more than one to attend, please explain):</i> To achieve greater coverage of various conference sessions
[3] Subject/Purpose: Child Welfare League of America (CWLA) Annual Conference	
[4] Benefit to County: Review strategies and practices related to strengthening families, cross-system partnerships and innovative approaches to service delivery	
[5] Event Dates (travel dates included): April 25-29, 2023	[6] City, State: Washington, D.C.

[c] Estimated Expenses

[7] Registration Fee:	3,060.00	[12] Taxi/Other Ground Transportation:	300.00
[8] Per Diem (\$55 daily):	1,100.00	[13] Personal Vehicle Mileage:	100.00
[9] Hotel:	5,200.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	2,000.00	[15] Other (Explain):	280.00
[11] Parking/Tolls:	200.00	Baggage Fees	
		Total Cost:	\$12,240.00

[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:	12,240.00	[21] Name of Other Source (& fund # if applicable): Title IV-E Funds
Total:	\$12,240.00	

Authorized By: Joel Levine, Executive Director

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

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

[b] Requested Information

[1] Department Name: The Children's Assessment Center	[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i>
[3] Subject/Purpose: Gather to share the collective wisdom in the overwhelming fight against human trafficking. Some discussions will include survivor care, online exploitation, and legislative issues.	
[4] Benefit to County: To assist one another and make some crucial contacts that are often needed for The CAC as well as in multi-jurisdictional situations.	
[5] Event Dates (travel dates included): January 9 - 10, 2023	[6] City, State: Baton Rouge, LA

[c] Estimated Expenses

[7] Registration Fee:	150.00	[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 (\$55 daily):	110.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	200.00	[14] Vehicle Rental:		
[10] Airline/bus/train:	240.00	[15] Other (Explain):		
[11] Parking/Tolls:	20.00			
Total Cost:			\$720.00	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:	720.00	[21] Name of Other Source (& fund # if applicable): The CAC Foundation
Total:	\$720.00	

Authorized By: Kerry McCracken

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

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Court Date:	11/29/2022
Amount:	\$4,043.98
# of Attendees:	1
Fund Source:	Other <input type="checkbox"/>

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 Constable Precinct 5	[2] Number of Attendees: (If more than one to attend, please explain):
[3] Subject/Purpose: 2022 Advanced Law Enforcement Rapid Response Training (ALERT) Conference	
[4] Benefit to County: Conference will provide training of the current trends and best practices for responding to active shooter events.	
[5] Event Dates (travel dates included): 10/4/22-10/9/22	[6] City, State: Forest Heights, MD

[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 (using county & personal)
[8] Per Diem (\$55 daily):	[13] Personal Vehicle Mileage:	
[9] Hotel:	[14] Vehicle Rental:	
[10] Airline/bus/train:	[15] Other (Explain):	
[11] Parking/Tolls:		
Total Cost:		\$0.00

[d] Funding Source

[17] General Fund:	
[18] Grant Fund: (County grants only)	[19] Name of Grant & Fund #:
[20] Other Source:	[21] Name of Other Source (& fund # if applicable):
4,043.98	Ch 18 Seized Asset Fund 2058
Total:	\$4,043.98

Authorized By: Constable Ted Heap

(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

**This section is to be completed only when a request has been approved in court and additional changes are being requested.*

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: Harris County Constable Precinct 5	[2] Number of Attendees: 1 (If more than one to attend, please explain):
[3] Subject/Purpose: TASER Master Instructor Training	
[4] Benefit to County: Completing the master instructor certification will allow instructors to certify other TASER instructor to teach TASER 7, X@, X26p.	
[5] Event Dates (travel dates included): January 22-28, 2023	[6] City, State: Las Vegas, NV

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	50.00	[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):	385.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	1,550.00	[14] Vehicle Rental:		
[10] Airline/bus/train:	375.00	[15] Other (Explain):		
[11] Parking/Tolls:				
Total Cost:			\$2,360.00	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
	2,360.00	Ch18 Forfeited
Total:	\$2,360.00	

Authorized By: Constable Ted Heap

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

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OUT OF TEXAS

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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)

- | | |
|--|---|
| <input type="checkbox"/> Number of Attendees | <input type="checkbox"/> Event Dates |
| <input type="checkbox"/> City | <input type="checkbox"/> Estimated Expenses |
| <input type="checkbox"/> Use of County Vehicle | <input type="checkbox"/> Funding Source |

[b] Requested Information

[1] Department Name: Constable Precinct 8	[2] Number of Attendees: (If more than one to attend, please explain): 2-to deliver a retiring Precinct 8 K9
[3] Subject/Purpose: To travel to Griffith Creek, Tennessee in order to deliver a retiring Precinct 8 K9 to Project K-9 Hero. The retirement of this K9 and subsequent adoption by Project K9 Hero was approved by Commissioners Court on 10/25/22.	
[4] Benefit to County: To allow for the retirement and adoption of a K9 who served Harris County. This adoption will allow the K9 to be rehomed after undergoing additional training to combat aggressiveness without having to euthanize the animal. The request is for hotel reimbursement only.	
[5] Event Dates (travel dates included): 12/18/22 to 12/20/22	[6] City, State: South Pittsburg, TN

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:		[16] Use of County Vehicle? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):		[13] Personal Vehicle Mileage:		
[9] Hotel:	284.58	[14] Vehicle Rental:		
[10] Airline/bus/train:		[15] Other (Explain):		
[11] Parking/Tolls:				
Total Cost:			\$284.58	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	284.58	[21] Name of Other Source (& fund # if applicable): Seized Assets 2080
Total:	\$284.58	

Authorized By: Constable Phil Sandlin

(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:	09/27/22
Amount:	\$20,500.00
# of Attendees:	2
Fund Source:	Other

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 Bureau		[2] Number of Attendees: 3 (If more than one to attend, please explain): Sheriff and Chiefs are required to attend meetings	
[3] Subject/Purpose: Law Enforcement Related Meetings			
[4] Benefit to County: For when the Sheriff and or Chief are required to travel to meetings that take place outside the state of Texas			
[5] Event Dates (travel dates included): 10/01/2022-09/30/2023		[6] City, State: Various	

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	
[8] Per Diem (\$55 daily):		[13] Personal Vehicle Mileage:	
[9] Hotel:		[14] Vehicle Rental:	
[10] Airline/bus/train:		[15] Other (Explain):	
[11] Parking/Tolls:			
Total Cost:			\$0.00

[16] Use of County Vehicle?

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

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$0.00	

Authorized By: Ed Gonzalez, Sheriff

(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, Patrol Support Services Bureau		[2] Number of Attendees: 1 (If more than one to attend, please explain):	
[3] Subject/Purpose: San Diego Police Detective Assessment			
[4] Benefit to County: to gain additional insight on the inner workings of the assessment center process			
[5] Event Dates (travel dates included): December 12-14, 2022		[6] City, State: San Diego, CA	

[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 (using county & personal)
[8] Per Diem (\$55 daily):	165.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	450.00	[14] Vehicle Rental:		
[10] Airline/bus/train:	700.00	[15] Other (Explain):		
[11] Parking/Tolls:				
Total Cost:			\$1,315.00	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	1,315.00	[21] Name of Other Source (& fund # if applicable): San Diego Police Department
Total:	\$1,315.00	

Authorized By: Ed Gonzalez, Sheriff

(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, Patrol Support Services Bureau		[2] Number of Attendees: 6 (If more than one to attend, please explain): necessary for different ranks to attend	
[3] Subject/Purpose: NENA Next Gen 911 Best Practices and Standards Conference			
[4] Benefit to County: to provide training on the 911 technology and to learn about new standards and practices leading the development, transition planning, and call center management			
[5] Event Dates (travel dates included): January 15-20, 2023		[6] City, State: Clear Water, FL	

[c] Estimated Expenses

[7] Registration Fee:	3,150.00	[12] Taxi/Other Ground Transportation:	300.00
[8] Per Diem (\$55 daily):	1,980.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	3,200.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	2,500.00	[15] Other (Explain):	
[11] Parking/Tolls:			
Total Cost:			\$11,130.00

[16] Use of County Vehicle?

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

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	11,130.00	[21] Name of Other Source (& fund # if applicable): SEIZED
Total:	\$11,130.00	

Authorized By: Ed Gonzalez, Sheriff

(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)

- | | |
|--|---|
| <input type="checkbox"/> Number of Attendees | <input type="checkbox"/> Event Dates |
| <input type="checkbox"/> City | <input type="checkbox"/> Estimated Expenses |
| <input type="checkbox"/> Use of County Vehicle | <input type="checkbox"/> Funding Source |

[b] Requested Information

[1] Department Name: 540-Harris County Sheriff's Office, Neighborhood Policing Division		[2] Number of Attendees: 4 <i>(If more than one to attend, please explain):</i> presenters at the conference	
[3] Subject/Purpose: Police Executive Research Forum's- Integrating Communications, Assessments & Tactics Conference			
[4] Benefit to County: Knowledge gain and will be able to collaborate with other agencies and programs with understanding best practices			
[5] Event Dates (travel dates included): January 23-26, 2023		[6] City, State: San Diego, CA	

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	400.00
[8] Per Diem (\$55 daily):	880.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	3,000.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	2,500.00	[15] Other (Explain):	
[11] Parking/Tolls:			
Total Cost:			\$6,780.00

[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:	6,780.00	[21] Name of Other Source (& fund # if applicable): SEIZED
Total:	\$6,780.00	

Authorized By: Ed Gonzalez, Sheriff

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

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OUT OF TEXAS

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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, Neighborhood Policing Division	[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i>
[3] Subject/Purpose: Mobile Police Department and AltaPointe Mental Health Authority Workshop	
[4] Benefit to County: Will be a presenter about mental health initiatives and related laws	
[5] Event Dates (travel dates included): February 1-3, 2023	[6] City, State: Mobile, AL

[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 (\$55 daily):	165.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	300.00	[14] Vehicle Rental:		
[10] Airline/bus/train:	500.00	[15] Other (Explain):		
[11] Parking/Tolls:				
Total Cost:			\$965.00	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:	965.00	[21] Name of Other Source (& fund # if applicable): AltaPointe
Total:	\$965.00	

Authorized By: Ed Gonzalez, Sheriff

(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, Administrative Services Bureau		[2] Number of Attendees: 4 (If more than one to attend, please explain): From different divisions	
[3] Subject/Purpose: Women's Leadership Institute			
[4] Benefit to County: Training program will provide excellent leadership training strategies which attendees can utilize daily go further organizational goals			
[5] Event Dates (travel dates included): March 5-10, 2023		[6] City, State: Virginia Beach, VA	

[c] Estimated Expenses

[7] Registration Fee:	5,520.00	[12] Taxi/Other Ground Transportation:	500.00	[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):	1,320.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	2,000.00	[14] Vehicle Rental:		
[10] Airline/bus/train:	2,000.00	[15] Other (Explain):		
[11] Parking/Tolls:				
Total Cost:			\$11,340.00	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	11,340.00	[21] Name of Other Source (& fund # if applicable): SEIZED
Total:	\$11,340.00	

Authorized By: Ed Gonzalez, Sheriff

(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, Criminal Investigations Bureau		[2] Number of Attendees: 2 <i>(If more than one to attend, please explain):</i> Required training	
[3] Subject/Purpose: Palm Print Comparison Techniques			
[4] Benefit to County: benefit examiners at all levels with the ability to conduct latent print comparisons in more time and cost efficient manner			
[5] Event Dates (travel dates included): April 23-26, 2023		[6] City, State: Green Bay, WI	

[c] Estimated Expenses

[7] Registration Fee:	900.00	[12] Taxi/Other Ground Transportation:	200.00	[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 (\$55 daily):	440.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	1,000.00	[14] Vehicle Rental:		
[10] Airline/bus/train:	2,000.00	[15] Other (Explain):	140.00	
[11] Parking/Tolls:		Baggage fees		
Total Cost:			\$4,680.00	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:	4,680.00	[21] Name of Other Source (& fund # if applicable): LEOSE
Total:	\$4,680.00	

Authorized By: Ed Gonzalez, Sheriff

(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, Criminal Investigations Bureau		[2] Number of Attendees: 1 (If more than one to attend, please explain):	
[3] Subject/Purpose: Basic Computer Forensics Examiners Course			
[4] Benefit to County: advanced training with no cost to county			
[5] Event Dates (travel dates included): April 23 - May 6, 2023		[6] City, State: Orlando, FL	

[c] Estimated Expenses

[7] Registration Fee:	3,795.00	[12] Taxi/Other Ground Transportation:		[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):	770.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	2,050.00	[14] Vehicle Rental:		
[10] Airline/bus/train:		[15] Other (Explain):		
[11] Parking/Tolls:				
Total Cost:			\$6,615.00	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	6,615.00	[21] Name of Other Source (& fund # if applicable): Houston Metro Internet Crimes against Children
Total:	\$6,615.00	

Authorized By: Ed Gonzalez, Sheriff

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

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OUT OF TEXAS

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[a] Previously Approved

**This section is to be completed only when a request has been approved in court and additional changes are being requested.*

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 Bureau	[2] Number of Attendees: 1 (If more than one to attend, please explain):
[3] Subject/Purpose: Government Social Media Conference	
[4] Benefit to County: will learn practical skills for managing public sector social media, problem solving challenges, and unparalleled opportunities to network with other agencies	
[5] Event Dates (travel dates included): May 1-4, 2023	[6] City, State: Reno-Tahoe, NV

[c] Estimated Expenses

[7] Registration Fee:	919.00	[12] Taxi/Other Ground Transportation:	100.00
[8] Per Diem (\$55 daily):	220.00	[13] Personal Vehicle Mileage:	
[9] Hotel:	600.00	[14] Vehicle Rental:	
[10] Airline/bus/train:	700.00	[15] Other (Explain):	
[11] Parking/Tolls:			
Total Cost:			\$2,539.00

[16] Use of County Vehicle?

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

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	2,539.00	[21] Name of Other Source (& fund # if applicable): SEIZED
Total:	\$2,539.00	

Authorized By: Ed Gonzalez, Sheriff

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

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OUT OF TEXAS

Travel & Training Request

Request Form Guidelines

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- If a non-county fund is covering expenses, list under "Other" for funding source.

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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)

- | | |
|--|---|
| <input type="checkbox"/> Number of Attendees | <input type="checkbox"/> Event Dates |
| <input type="checkbox"/> City | <input type="checkbox"/> Estimated Expenses |
| <input type="checkbox"/> Use of County Vehicle | <input type="checkbox"/> Funding Source |

[b] Requested Information

[1] Department Name: 541-Harris County Sheriff's Office, 701 Justice Housing Bureau	[2] Number of Attendees: 1 <i>(If more than one to attend, please explain):</i>
[3] Subject/Purpose: Charlotte-Mecklenburg Police Department Promotional Test Assessor	
[4] Benefit to County: was selected to participate in the program with no cost to county	
[5] Event Dates (travel dates included): January 22-28, 2023	[6] City, State: Charlotte, NC

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	200.00	[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 (\$55 daily):	385.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	1,400.00	[14] Vehicle Rental:		
[10] Airline/bus/train:	300.00	[15] Other (Explain):		
[11] Parking/Tolls:				
Total Cost:			\$2,285.00	

[d] Funding Source

[17] General Fund:		
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:	2,285.00	[21] Name of Other Source (& fund # if applicable): Charlotte-Mecklenburg Police Dept.
Total:	\$2,285.00	

Authorized By: Ed Gonzalez, Sheriff

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

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OUT OF TEXAS

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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: 270 - Institute of Forensic Sciences	[2] Number of Attendees: 7 <i>(If more than one to attend, please explain):</i> Scientific presentations and continuing education
[3] Subject/Purpose: American Academy of Forensic Sciences Annual Meeting	
[4] Benefit to County: The AAFS Annual Meeting is a multi-disciplinary event in which our participation provides continuing education, expands the knowledge of current staff, and attracts doctors and scientists to the agency.	
[5] Event Dates (travel dates included): February 13-18, 2023	[6] City, State: Orlando, Florida

[c] Estimated Expenses

[7] Registration Fee:	3,875.00	[12] Taxi/Other Ground Transportation:	750.00	[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 (\$55 daily):	1,420.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	4,794.00	[14] Vehicle Rental:		
[10] Airline/bus/train:	3,050.00	[15] Other (Explain):	750.00	
[11] Parking/Tolls:	200.00	Workshops and continuing medical education credits.		
Total Cost:			\$14,839.00	

[d] Funding Source

[17] General Fund:	14,839.00	
[18] Grant Fund: <i>(County grants only)</i>		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
		The general fund amount will be reimbursed from the UT Endowment Professorship in Pathology.
Total:	\$14,839.00	

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: County Attorney's Office	[2] Number of Attendees: (If more than one to attend, please explain): 3 (The County Attorney & the two First Asst. County Attorneys)
[3] Subject/Purpose: National Association of Counties (NACO) Legislative Conference	
[4] Benefit to County: Attendees will gain knowledge of federal policy issues that impact our county (Harris County) and its residents.	
[5] Event Dates (travel dates included): 2/11/2023 - 2/14/2023	[6] City, State: Washington, D.C.

[c] Estimated Expenses

[7] Registration Fee:	1,710.00	[12] Taxi/Other Ground Transportation:	500.00	[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):	660.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	2,430.00	[14] Vehicle Rental:		
[10] Airline/bus/train:	1,800.00	[15] Other (Explain):		
[11] Parking/Tolls:				
Total Cost:			\$7,100.00	

[d] Funding Source

[17] General Fund:	7,100.00	
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$7,100.00	

Authorized By: Christian D. Menefee

(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 Justice and Safety	[2] Number of Attendees: 1 (If more than one to attend, please explain):
[3] Subject/Purpose: To attend the Annual Conference for Academy of Criminal Justice Sciences. Attendee will both present at the conference and attend numerous information sessions.	
[4] Benefit to County: Attendee will be hosting a workshop and be on two roundtables. The latest research on various criminal justice topics and policies nationwide and abroad will be discussed & brought back to the County.	
[5] Event Dates (travel dates included): March 14-18, 2023	[6] City, State: National Harbor, MD

[c] Estimated Expenses

[7] Registration Fee:	150.00	[12] Taxi/Other Ground Transportation:	80.00	[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):	275.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	1,081.00	[14] Vehicle Rental:		
[10] Airline/bus/train:	550.00	[15] Other (Explain):		
[11] Parking/Tolls:	45.00			
Total Cost:			\$2,181.00	

[d] Funding Source

[17] General Fund:	2,181.00	
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:		[21] Name of Other Source (& fund # if applicable):
Total:	\$2,181.00	

Authorized By: Dr. Ana Yanez Correa

(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: County Judge / Homeland Security & Emergency Mgmt.	[2] Number of Attendees: One (1) Employee (If more than one to attend, please explain):
[3] Subject/Purpose: Attend E146: HSEEP (Homeland Security Exercise & Evaluation Program)	
[4] Benefit to County: Attending this workshop will allow staff to learn best practices and implement emergency management planning strategies for creating and evaluating exercises.	
[5] Event Dates (travel dates included): December 4 - 7, 2022	[6] City, State: Emmitsburg, Maryland

[c] Estimated Expenses

[7] Registration Fee:		[12] Taxi/Other Ground Transportation:	200.00	[16] Use of County Vehicle? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Both (using county & personal)
[8] Per Diem (\$55 daily):	220.00	[13] Personal Vehicle Mileage:		
[9] Hotel:	600.00	[14] Vehicle Rental:		
[10] Airline/bus/train:	1,000.00	[15] Other (Explain):		
[11] Parking/Tolls:	150.00			
Total Cost:			\$2,170.00	

[d] Funding Source

[17] General Fund:	370.00	
[18] Grant Fund: (County grants only)		[19] Name of Grant & Fund #:
[20] Other Source:	1,800.00	[21] Name of Other Source (& fund # if applicable): Emergency Management Institute (EMI)
Total:	\$2,170.00	

Authorized By: Mark Sloan, Emergency Management Coordinator

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

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