



TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT	NAME (If applicable, list additional names)		
Texas A&M AgriLife Extension Service	Laura Miller		
CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)			
International Plant Propagator's Society - Southern Region of North America			
Destination: Tulsa, OK		Departure: 10/26/24	Return: 10/30/24

GSA RATE (Additional line provided if travel occurs over a two-month period.)	
GSA Lodging Rate	Date Range for GSA Lodging Rate
\$107.00	-
	-

RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)

*Updated form to show GSA lodging rate of \$107 per Tarrant County Administrator's Office on 9/13/24.

The hotel was chosen by IPPS Organization, members had to choose from one of the two rates. Laura will be presenting the Internation Report at the meeting and participating in board meetings, educational sessions and tours.

TRAVEL EXPENDITURES					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Laura Miller	\$107.00	4	10/26/24 - 10/29/24	\$428.00
				-	
				-	
				-	
Total Cost for Lodging for the Trip					

Category:	Additional Details (ex: if the cost per attendee differs.)	Total Cost:
Registration:	\$575.00	\$575.00
Transportation:	\$407.36	\$407.36
Other (specify):	Hotel taxes: \$87.89; Parking \$84; Meal Per Diem \$108.00	\$279.89
TOTAL FOR ALL TRAVEL EXPENDITURES		\$1,690.25

ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)

10000-2024-588261-5710100000

Requested By: Laura Miller Department Head/Elected Official: Anthony Davis

Your search for tulsa, Oklahoma (including Standard Rate)

Estimated per diem total: \$746 (Max lodging total + M&IE total)

Lodging breakdown: October 26, 2024 - October 30, 2024

Date	Daily Rate	# of Nights	Total
October	\$110	4	\$440

Max lodging total: **\$440**

Meals & incidental expenses breakdown: October 26, 2024 - October 30, 2024

Days, Month	Daily Rate	# of Days	Total
First day (10/26/24)*	\$51	1	\$51
Full day (Oct)	\$68	3	\$204
Last day (10/30/24)*	\$51	1	\$51

*The first and last calendar dates of M&IE are calculated at 75%.

M&IE total: **\$306**



TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT		NAME (If applicable, list additional names)	
Commissioner, Pct 1		Roy Brooks	
CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)			
National Association of Counties Corporate Premier and Leadership Meeting			
Destination: San Diego, California		Departure: 9/23/24	Return: 9/27/24
GSA RATE (Additional line provided if travel occurs over a two-month period.)			
GSA Lodging Rate		Date Range for GSA Lodging Rate	
\$ 194.00		9/23/24 - 9/27/24	
RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)			
NACo's Corporate Premier Event brings together senior leaders from NACo's Corporate Partners and county leaders from across the country for an intimate networking opportunity. Over the course of three days, attendees will have a chance to build relationships and learn more about the latest challenges and opportunities facing county governments.			
NACo will pay for lodging			

TRAVEL EXPENDITURES					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging				-	
				-	
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				-	
Total Cost for Lodging for the Trip					

Category:	Additional Details (ex: If the cost per attendee differs.)	Total Cost:
Registration:		\$ 0.00
Transportation:		\$ 400.00
Other (specify):	Per Diem	\$333.00
TOTAL FOR ALL TRAVEL EXPENDITURES		\$733.00

ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)
GL# 588261 Fund# 26100-2024 Cost Center# 6110100000

Requested By: [Signature] Department Head/Elected Official: _____

Your search for San Diego, California (San Diego including San Diego)

Estimated per diem total: \$1109 (Max lodging total + M&IE total)

Lodging breakdown: September 23, 2024 - September 27, 2024

Date	Daily Rate	# of Nights	Total
September	\$194	4	\$776

Max lodging total: \$776

Meals & incidental expenses breakdown: September 23, 2024 - September 27, 2024

Days, Month	Daily Rate	# of Days	Total
First day (09/23/24)*	\$55.50	1	\$55.50
Full day (Sep)	\$74	3	\$222
Last day (09/27/24)*	\$55.50	1	\$55.50

*The first and last calendar dates of M&IE are calculated at 75%.

M&IE total: \$333



TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT		NAME (If applicable, list additional names)			
Community Development		James A. McClinton			
CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)					
National Community Development Association (NCDA) - Region VI annual conference.					
Destination: Lafayette Louisiana		Departure: 10/22/24		Return: 10/25/24	
GSA RATE (Additional line provided if travel occurs over a two-month period.)					
GSA Lodging Rate		Date Range for GSA Lodging Rate			
\$ 110.00		10/22/24 - 10/25/24			
RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)					
To attend the NCDA Region VI annual conference and obtain CDBG training and requirements for underwriting CDBG projects held in Lafayette, Louisiana scheduled for October 21-25, 2024.					
The attendee is requesting to stay at the host hotel, the nightly lodging rate before taxes and fees is \$110.00					
TRAVEL EXPENDITURES					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	James A. McClinton	\$ 127.19	3	10/22/24 - 10/25/24	\$ 381.57
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Total Cost for Lodging for the Trip					
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:
Registration:	NCDA Registration				\$ 425.00
Transportation:	American Airlines Flight				\$ 491.74
Other (specify):	Per Diem				\$ 238.00
TOTAL FOR ALL TRAVEL EXPENDITURES					\$ 1,536.31
ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)					
H0042-2025/5520010100/IO#502294/588291-\$1,111.31					
H0042-2025/5520010100/IO#502294/588261-\$ 425.00					

Requested By: James A. McClinton Department Head/Elected Official: _____

Your search for Lafayette, Louisiana (including Standard Rate)

Estimated per diem total: \$568 (Max lodging total + M&IE total)

Lodging breakdown: October 22, 2024 - October 25, 2024

Date	Daily Rate	# of Nights	Total
October	\$110	3	\$330

Max lodging total: \$330

Meals & incidental expenses breakdown: October 22, 2024 - October 25, 2024

Days, Month	Daily Rate	# of Days	Total
First day (10/22/24)*	\$51	1	\$51
Full day (Oct)	\$68	2	\$136
Last day (10/25/24)*	\$51	1	\$51

*The first and last calendar dates of M&IE are calculated at 75%.

M&IE total: \$238



TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT		NAME (If applicable, list additional names)			
Criminal District Attorney		Rhona Wedderien, Mark Porter			
CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)					
Law Enforcement & Law Services Video Association International Inc					
Destination: Indianapolis, IN		Departure: 10/26/24		Return: 11/2/24	
GSA RATE (Additional line provided if travel occurs over a two-month period.)					
GSA Lodging Rate		Date Range for GSA Lodging Rate			
\$ 133.00		10/26/24 - 11/2/24			
RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)					
The law Enforcement & Emergency Service Video Association International. INC (LEVA) is hosting the 35th Annual Digital Multimedia Evidence Training Symposium in October 2024. LEVA requires 80 hours of continuing education every three years as part of their certification requirements. Classes will include Photogrammetry in Forensic Video Analysis, AI Detection in Justice and Public Safety, Mastering Crime Lines, Case studies in Forensic Video Analysis, 3D Modeling and Animation, AL for Video and Forensics, Proprietary Video Evidence, and Presenting Demonstrative Evidence in Court. Mark Porter serves on the Board of Directors for the LEVA organization. LEVA will Reimburse Tarrant County for one night of Mark Porter lodging as part of serving on their board. The nightly lodging rate before taxes and fees is \$133.00.					
TRAVEL EXPENDITURES					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Mark Porter	\$ 148.59	7 Nights	10/26/24 - 11/2/24	\$ 1,040.13
	Rhona Wedderien	\$148.59	5 nights	10/27/24 - 11/1/24	\$ 778.05
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Total Cost for Lodging for the Trip					\$1,818.18
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:
Registration:	Rhonda - \$895.00 Porter - \$995.00				\$1,890.00
Transportation:	Airfare \$500.00/Transportation \$100.00 (x2)				\$1,200.00
Other (specify):	Rhonda - \$440.00 Porter - \$600.00				\$1,040.00
TOTAL FOR ALL TRAVEL EXPENDITURES					\$5,948.18
ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)					
588261/D8700-2024/4510300000					

Requested By: Mark Porter

Department Head/Elected Official:

RV 02/21/2024

Your search for indianapolis, Indiana (Marion / Hamilton including Indianapolis / Carmel)

Estimated per diem total: \$1531 (Max lodging total + M&IE total)

Lodging breakdown: October 26, 2024 - November 02, 2024

Date	Daily Rate	# of Nights	Total
October	\$133	6	\$798
November	\$133	1	\$133

Max lodging total: **\$931**

Meals & incidental expenses breakdown: October 26, 2024 - November 02, 2024

Days, Month	Daily Rate	# of Days	Total
First day (10/26/24)*	\$60	1	\$60
Full day (Oct)	\$80	5	\$400
Full day (Nov)	\$80	1	\$80
Last day (11/02/24)*	\$60	1	\$60

*The first and last calendar dates of M&IE are calculated at 75%.

M&IE total: **\$600**



TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT		NAME (If applicable, list additional names)			
HIV Administrative Agency		Lonneta Wilson, Kaitlyn Malec			
CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)					
Cicatelli Associates, Inc (CAI) Trauma Informed Care Collaborative					
Destination: New York City, NY		Departure: 11/12/24		Return: 11/14/24	
GSA RATE (Additional line provided if travel occurs over a two-month period.)					
GSA Lodging Rate		Date Range for GSA Lodging Rate			
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		-			
RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)					
Tarrant County HIV Administrative Agency has participated in a two-year collaborative with Cicatelli Associates Inc. (CAI) and our EHE-funded subrecipients. This learning community focuses on implementing a trauma-informed care (TIC) framework that is beneficial to the Tarrant County HIV Ryan White grants program for several key reasons:					
1. Enhanced Patient-Centered Care 2. Improved Health Outcomes 3. Staff Wellness and Retention 4. Comprehensive and Integrated Services 5. Building a Trauma-Informed Community					
TIC learning collaborative would not only improve the quality of care and outcomes for people living with HIV in Tarrant County but also support staff well-being and strengthen community partnerships.					
TRAVEL EXPENDITURES					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Lonneta Wilson	\$ 0.00	2	11/12/24 - 11/14/24	\$ 0.00
	Kaitlyn Malec	\$ 0.00	2	11/12/24 - 11/14/24	\$ 0.00
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Total Cost for Lodging for the Trip					\$ 0.00
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:
Registration:					\$ 0.00
Transportation:					\$ 0.00
Other (specify):					\$ 0.00
TOTAL FOR ALL TRAVEL EXPENDITURES					\$ 0.00
ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)					
*All travel expenses will be covered by Technical Assistance Provider - Innovation Network. (TAP-in)					

Requested By: Dulce Lozano
Dulce Lozano (Aug 29, 2024 12:39 CDT)

Department Head/Elected Official: Lisa McKemie-Muttiah
Lisa McKemie-Muttiah (Aug 29, 2024 15:09 CDT)

Your search for New York, New York (Bronx / Kings / New York / Queens / Richmond including New York City)

Estimated per diem total: \$914 (Max lodging total + M&IE total)

Lodging breakdown: November 12, 2024 - November 14, 2024

Date	Daily Rate	# of Nights	Total
November	\$342	2	\$684

Max lodging total: **\$684**

Meals & incidental expenses breakdown: November 12, 2024 - November 14, 2024

Days, Month	Daily Rate	# of Days	Total
First day (11/12/24)*	\$69	1	\$69
Full day (Nov)	\$92	1	\$92
Last day (11/14/24)*	\$69	1	\$69

*The first and last calendar dates of M&IE are calculated at 75%.

M&IE total: **\$230**



TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT	NAME (If applicable, list additional names)				
Medical Examiner	Barbara McCarty				
CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)					
Association of Forensic Quality Assurance Managers Training Conference					
Destination: Daytona Beach, FL		Departure: 9/30/24		Return: 10/4/24	
GSA RATE (Additional line provided if travel occurs over a two-month period.)					
GSA Lodging Rate		Date Range for GSA Lodging Rate			
\$ 125.00		9/30/24 - 9/30/24			
\$ 116.00		10/1/24 - 10/4/24			
RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)					
The Association of Forensic Quality Assurance Managers (AFQAM) is an established, professional organization consisting of Forensic Quality Managers throughout the U.S. AFQAM supports and promotes standardized practices and professionalism in quality management within the forensic community. AFQAM hosts an annual training conference which includes presentations and discussions from Quality Managers from various forensic laboratories, accrediting bodies, and proficiency test providers. In-person breakout sessions are held on one day of the training conference and typically involve smaller group discussions, tools that can be used for risk management and continuous improvement, and practical exercises. The training conference is a great learning resource and is also a means to exchange information with others in quality management roles.					
TRAVEL EXPENDITURES					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Barbara McCarty	\$ 125.00	1	9/30/24 - 10/1/24	\$ 125.00
	Barbara McCarty	\$ 116.00	3	10/1/24 - 10/4/24	\$ 348.00
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Total Cost for Lodging for the Trip					
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:
Registration:	425.00 (member registration)				\$ 425.00
Transportation:	800 (round trip flight)				\$ 800.00
Other (specify):	Meal Per Diem 51.75 (1st travel day/80.00/60.00 (last travel day)				\$ 351.75
TOTAL FOR ALL TRAVEL EXPENDITURES					\$ 2,049.75
ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)					
588261/10000-2024/2810100000					

Requested By Barbara McCarty Department Head/Elected Official: [Signature]

RV 02/21/2024

Your search for Daytona Beach, Florida (Volusia including Daytona Beach)

Estimated per diem total: \$824.75 (Max lodging total + M&IE total)

Lodging breakdown: September 30, 2024 - October 04, 2024

Date	Daily Rate	# of Nights	Total
September	\$125	1	\$125
October	\$116	3	\$348

Max lodging total: \$473

Meals & incidental expenses breakdown: September 30, 2024 - October 04, 2024

Days, Month	Daily Rate	# of Days	Total
First day (09/30/24)*	\$51.75	1	\$51.75
Full day (Oct)	\$80	3	\$240
Last day (10/04/24)*	\$60	1	\$60

*The first and last calendar dates of M&IE are calculated at 75%.

M&IE total: \$351.75



TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT		NAME (If applicable, list additional names)			
Purchasing		Allan Tucker			
CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)					
National Procurement Institutes 56th Annual Conference					
Destination: Denver, CO		Departure: 10/12/24		Return: 10/17/24	
GSA RATE (Additional line provided if travel occurs over a two-month period.)					
GSA Lodging Rate		Date Range for GSA Lodging Rate			
\$ 215.00		10/12/24 - 10/17/24			
RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)					
<p>The Tarrant County purchasing department has been a recipient of NPI's Achievement of Excellence in Procurement (AEP) award for 27 consecutive years. The institution provides valuable insight and education to individuals in the field of procurement. Attending this conference will help develop my skills in leadership and networking with peers. It is also an opportunity for me to earn up to 18.75 CEUs toward continuing education certification.</p> <p>The purchasing department will be acknowledged for receiving the AEP award however there is no option for virtual attendance.</p>					
TRAVEL EXPENDITURES					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Allan Tucker	\$ 176.00	5	10/12/24 - 10/17/24	\$ 880.00
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				-	
				-	
Total Cost for Lodging for the Trip					
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:
Registration:	Member Rate				\$ 825.00
Transportation:	Flight				\$ 233.00
Other (specify):					
TOTAL FOR ALL TRAVEL EXPENDITURES					\$ 1,936.00
ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)					
576285 / 1830100000 / 10000-2024					

Requested By:

[Signature]

Department Head/Elected Official:

[Signature]

Your search for Denver, Colorado (Denver / Adams / Arapahoe / Jefferson including Denver / Aurora)

Estimated per diem total: \$1581 (Max lodging total + M&IE total)

Lodging breakdown: October 12, 2024 - October 17, 2024

Date	Daily Rate	# of Nights	Total
October	\$215	5	\$1075

Max lodging total: **\$1075**

Meals & incidental expenses breakdown: October 12, 2024 - October 17, 2024

Days, Month	Daily Rate	# of Days	Total
First day (10/12/24)*	\$69	1	\$69
Full day (Oct)	\$92	4	\$368
Last day (10/17/24)*	\$69	1	\$69

*The first and last calendar dates of M&IE are calculated at 75%.

M&IE total: **\$506**