



Tarrant County Out-of-State Travel Request

Department: Domestic Relations Office-Family Court Services		Name: Sandra Gonzalez <i>**If applicable, list additional names below.</i>																			
Conference/Seminar Name: Annual Supervised Visitation Network																					
Destination: Orlando, FL		Dates: Departure: Tuesday, May 24, 2022 Return: Friday, May 27, 2022																			
Project Expenditures:		Rationale:																			
<table border="1"> <tr> <td>Transportation:</td> <td>\$</td> </tr> <tr> <td>Airfare: \$870 Rental: \$178</td> <td></td> </tr> <tr> <td>Hotel/Motel:</td> <td>\$</td> </tr> <tr> <td></td> <td>\$625</td> </tr> <tr> <td>Registration:</td> <td>\$</td> </tr> <tr> <td></td> <td>\$349</td> </tr> <tr> <td>Other (specify):</td> <td>\$</td> </tr> <tr> <td>Total:</td> <td>\$</td> </tr> <tr> <td></td> <td>\$2,022.00</td> </tr> </table>		Transportation:	\$	Airfare: \$870 Rental: \$178		Hotel/Motel:	\$		\$625	Registration:	\$		\$349	Other (specify):	\$	Total:	\$		\$2,022.00	<p>There is no Supervised Visitation training in Texas and no regional training in the near future. The SVN Conference is targeted to supervised visitation providers. Tarrant County's Supervised Visitation Program is the largest program in the state, and one of a few in existence in the Dallas/Ft. Worth area. This conference offers extensive workshops and educational sessions with a concentration on best practices in the field of supervised visitation. It also provides networking with peers from similar agencies both nationally and internationally. We have budgeted funds in FY22 for attendance at the annual conference.</p>	
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Registration:	\$																				
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Other (specify):	\$																				
Total:	\$																				
	\$2,022.00																				
**Additional Person(s):		Funds Available in Department Budget? Yes <input type="checkbox"/> No <input type="checkbox"/> (List department, line item and amount)																			
		<table border="1"> <thead> <tr> <th>Commitment #</th> <th>Fund #</th> <th>Cost Center #</th> </tr> </thead> <tbody> <tr> <td>588261</td> <td>10000-2022</td> <td>4830300000</td> </tr> </tbody> </table>		Commitment #	Fund #	Cost Center #	588261	10000-2022	4830300000												
Commitment #	Fund #	Cost Center #																			
588261	10000-2022	4830300000																			

 Employee Signature		2-28-2022 Date		Court Order No:	
 Supervisor/Department Head Signature		2-28-2022 Date		Date:	
				<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	

This form is to be used for all out-of-state trips requiring advance approval by the Commissioners Court. Please submit this form as far in advance as possible. This form must be submitted to the Administrator's Office no later than 12:00 noon on Wednesday for inclusion on the following week's Commissioners Court agenda.



Tarrant County Out-of-State Travel Request

Department: <p style="text-align: center;"><u>PUBLIC HEALTH -</u></p>	Name: <p style="text-align: center;">Susan Autry</p> <p style="text-align: center;"><i>** If applicable, list additional names below.</i></p>
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Conference/Seminar Name: <p style="text-align: center;">Horizon LIMS 2022 Technology Forum</p>

Destination: <p style="text-align: center;">Clearwater, FL</p>	Dates: Departure: 4/25/2022 Return: 4/30/2022
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Project Expenditures: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr><td style="width: 70%;">Meals</td><td style="width: 10%;">\$</td><td style="width: 20%; text-align: right;">170.00</td></tr> <tr><td>Hotel/Motel:</td><td>\$</td><td style="text-align: center;">-</td></tr> <tr><td>Registration:</td><td>\$</td><td style="text-align: right;">1,800.00</td></tr> <tr><td>Transportation:</td><td>\$</td><td style="text-align: right;">133.58</td></tr> <tr><td>Other (specify): Airfare, baggage,</td><td>\$</td><td style="text-align: right;">333.98</td></tr> <tr><td>Total:</td><td>\$</td><td style="text-align: right;">2,437.56</td></tr> </table>	Meals	\$	170.00	Hotel/Motel:	\$	-	Registration:	\$	1,800.00	Transportation:	\$	133.58	Other (specify): Airfare, baggage,	\$	333.98	Total:	\$	2,437.56	Rationale: This forum will include training sessions and breakouts focused on detailed features and improvements with useful information specific to our laboratory. I will have the opportunity to network throughout the day and during evening events. This will allow me to become better acquainted with fellow HORIZON LIMS users and administrators. Important information about new features, upgrades, new technologies, and best practices in Public Health Laboratories will be provided through workshops, poster sessions, lectures, and networking.
Meals	\$	170.00																	
Hotel/Motel:	\$	-																	
Registration:	\$	1,800.00																	
Transportation:	\$	133.58																	
Other (specify): Airfare, baggage,	\$	333.98																	
Total:	\$	2,437.56																	

**Additional Person(s):	Funds Available in Department Budget? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (List department, line item and amount) <p style="text-align: center;">Public Health,</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 50%;">Commitment Account #</td> <td style="width: 50%;">Fund #</td> </tr> <tr> <td style="text-align: center;">588261</td> <td style="text-align: center;">T0400-2022</td> </tr> <tr> <td>Grant # (if applicable)</td> <td>Cost Center #</td> </tr> <tr> <td style="text-align: center;">Non</td> <td style="text-align: center;">5100 501 000</td> </tr> </table>	Commitment Account #	Fund #	588261	T0400-2022	Grant # (if applicable)	Cost Center #	Non	5100 501 000
Commitment Account #	Fund #								
588261	T0400-2022								
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<i>Susan Autry</i> Employee Signature	2/28/2022 Date	Court Order No:	<input type="checkbox"/> Approved
<i>Angela Heagy</i> <small>Angela Heagy (Mar 1, 2012 10:00 AM)</small> Supervisor/Department Head Signature	03/01/2022 Date	Date:	<input type="checkbox"/> Disapproved

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Tarrant County Out-of-State Travel Request

Department: Tarrant County Sheriff's Office		Name: Sheriff Bill Waybourn <i>**If applicable, list additional names below.</i>											
Conference/Seminar Name: Human Trafficking Summit													
Destination: Malibu, CA		Dates: Departure: March 15, 2022 Return: March 17, 2022											
Project Expenditures:		Rationale:											
<table border="1"> <tr> <td>Transportation:</td> <td>\$ 543.00</td> </tr> <tr> <td>Hotel/Motel:</td> <td>\$ 0.00</td> </tr> <tr> <td>Registration:</td> <td>\$ 0.00</td> </tr> <tr> <td>Other (specify): Meals, Baggage & Parking</td> <td>\$ 240.00</td> </tr> <tr> <td>Total:</td> <td>\$ 783.00</td> </tr> </table>		Transportation:	\$ 543.00	Hotel/Motel:	\$ 0.00	Registration:	\$ 0.00	Other (specify): Meals, Baggage & Parking	\$ 240.00	Total:	\$ 783.00	<p>The Sheriff will be participating in and speaking at a Human Trafficking Summit involving multiple law enforcement agencies and human trafficking awareness groups. This will take place on March 16, 2022.</p>	
Transportation:	\$ 543.00												
Hotel/Motel:	\$ 0.00												
Registration:	\$ 0.00												
Other (specify): Meals, Baggage & Parking	\$ 240.00												
Total:	\$ 783.00												
**Additional Person(s):		Funds Available in Department Budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(List department, line item and amount)</i>											
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588291	10000-2022	2110010000											

Employee Signature 		Date 3-1-22		Court Order No:		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	
Supervisor/Department/Head Signature		Date		Date:			

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