



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: <table border="1"> <tr> <td>Transportation:</td> <td>\$</td> </tr> <tr> <td>Airfare:</td> <td>\$870 Rental: \$178</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	Rationale: 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.	
Transportation:	\$																				
Airfare:	\$870 Rental: \$178																				
Hotel/Motel:	\$																				
	\$625																				
Registration:	\$																				
	\$349																				
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"> <tr> <th>Commitment #</th> <th>Fund #</th> <th>Cost Center #</th> </tr> <tr> <td>588261</td> <td>10000-2022</td> <td>4830300000</td> </tr> </table>		Commitment #	Fund #	Cost Center #	588261	10000-2022	4830300000												
Commitment #	Fund #	Cost Center #																			
588261	10000-2022	4830300000																			

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

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: <u>PUBLIC HEALTH -</u>		Name: Susan Autry <i>** If applicable, list additional names below.</i>																			
Conference/Seminar Name: Horizon LIMS 2022 Technology Forum																					
Destination: Clearwater, FL		Dates: Departure: 4/25/2022 Return: 4/30/2022																			
Project Expenditures:		Rationale:																			
<table border="1"> <tr> <td>Meals</td> <td>\$</td> <td>170.00</td> </tr> <tr> <td>Hotel/Motel:</td> <td>\$</td> <td>-</td> </tr> <tr> <td>Registration:</td> <td>\$</td> <td>1,800.00</td> </tr> <tr> <td>Transportation:</td> <td>\$</td> <td>133.58</td> </tr> <tr> <td>Other (specify): Airfare, baggage,</td> <td>\$</td> <td>333.98</td> </tr> <tr> <td>Total:</td> <td>\$</td> <td>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	<p>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.</p>	
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) Public Health,																			
		Commitment Account #	Fund #																		
		588261	T0400-2022																		
		Grant # (if applicable)	Cost Center #																		
		Non	5100 501 000																		

<i>Susan Autry</i> 2/28/2022 Employee Signature Date <i>Angela Hagg</i> 03/01/2022 Supervisor/Department Head Signature Date		Court Order No: 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.

Updated: January 9, 2018



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: <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	Rationale: 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.	
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> <table border="1"> <thead> <tr> <th>Commitment #</th> <th>Fund #</th> <th>Cost Center #</th> </tr> </thead> <tbody> <tr> <td>588291</td> <td>10000-2022</td> <td>2110010000</td> </tr> </tbody> </table>		Commitment #	Fund #	Cost Center #	588291	10000-2022	2110010000				
Commitment #	Fund #	Cost Center #											
588291	10000-2022	2110010000											

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

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.