



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

PAGE 1 OF

3

DATE: 11/01/2022

SUBJECT: **APPROVAL OF AN EXCEPTION TO THE TRAVEL POLICY FOR WITHIN
REGION TRAVEL – CRIMINAL COURTS ADMINISTRATION**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court approve an exception to the County's Travel Policy for a Within Region Travel Request for Criminal Courts Administration.

BACKGROUND:

A Community Clinical Services Coordinator from Criminal Courts Administration will attend the Judicial Summit on Mental Health on November 2-4, 2022, in Grapevine, Texas.

In order to avoid heavy traffic each morning and evening, Greg Shugart is requesting that the Court approve an exception to the travel policy, allowing within region overnight lodging.

FISCAL IMPACT:

The total cost for lodging is \$350.00. Funds are available in account 588261/10000-2023/4192500000.

SUBMITTED BY: Administrator's Office

PREPARED BY: Vanessa A. Perez

APPROVED BY: