



# Tarrant County Out-of-State Travel Request

Department: <p style="text-align: center;"><b>Information Technology</b></p>	Name: <p style="text-align: center;"><b>Eduardo Alvarez</b></p>										
Conference/Seminar Name: <p style="text-align: center;"><b>Gartner Data &amp; Analytics Summit</b></p>											
Destination: <p style="text-align: center;"><b>Orlando, Florida</b></p>	Dates: <p style="text-align: center;"><b>March 20 – 22, 2023</b></p>										
Project Expenditures: <table border="1" style="width:100%; margin-top: 10px; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Transportation:</td> <td style="text-align: right; padding: 2px;">\$ <b>526.00</b></td> </tr> <tr> <td style="padding: 2px;">Hotel/Motel:</td> <td style="text-align: right; padding: 2px;">\$ <b>1,714.86</b></td> </tr> <tr> <td style="padding: 2px;">Registration:</td> <td style="text-align: right; padding: 2px;">\$ <b>3,650.00</b></td> </tr> <tr> <td style="padding: 2px;">Other (specify): Per Diem, Taxi, Mileage, Parking, Baggage Fee</td> <td style="text-align: right; padding: 2px;">\$ <b>569.92</b></td> </tr> <tr> <td style="padding: 2px;"><b>Total:</b></td> <td style="text-align: right; padding: 2px;"><b>\$ 6,460.78</b></td> </tr> </table>	Transportation:	\$ <b>526.00</b>	Hotel/Motel:	\$ <b>1,714.86</b>	Registration:	\$ <b>3,650.00</b>	Other (specify): Per Diem, Taxi, Mileage, Parking, Baggage Fee	\$ <b>569.92</b>	<b>Total:</b>	<b>\$ 6,460.78</b>	Rationale: By attending the Gartner Data & Analytics Summit 2023, the goal is to focus on three areas to help Tarrant County capitalize on the current data management, data analytics, and data science trends and best practices. Beyond learning the implementation of data analytics capabilities, the focus will be on areas that can deliver business outcomes for Tarrant County based on county leaders' and departmental leaders' needs, while helping us advance to becoming a data-centric organization. The conference will provide to the county insights that can help us shift the conversation away from focusing solely on tools and technology to decision-making as a business competency to benefit Tarrant County in making more timely and informed decisions on behalf of our residents. <p style="margin-top: 10px;">Areas of focus to benefit Tarrant County:</p> <ol style="list-style-type: none"> <li>1) Data management</li> <li>2) Data Analytics and Decision Intelligence</li> <li>3) Data Science, Machine Learning (ML), and Artificial Intelligence (AI)</li> </ol>
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**Additional Person(s):	Funds Available in Department Budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (List department, line item and amount) <table border="1" style="width:100%; margin-top: 5px; border-collapse: collapse;"> <thead> <tr> <th style="padding: 2px;">Commitment #</th> <th style="padding: 2px;">Fund #</th> <th style="padding: 2px;">Cost Center #</th> </tr> </thead> <tbody> <tr> <td style="text-align: center; padding: 2px;"><b>588261</b></td> <td style="text-align: center; padding: 2px;"><b>10000-2023</b></td> <td style="text-align: center; padding: 2px;"><b>1810110000</b></td> </tr> </tbody> </table>	Commitment #	Fund #	Cost Center #	<b>588261</b>	<b>10000-2023</b>	<b>1810110000</b>				
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<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><u>Eduardo Alvarez</u> Eduardo Alvarez (Jan 19, 2023 11:16 CST)</p> <p>Employee Signature _____ Date _____</p> <p><u>Michael Webb</u> Michael Webb (Jan 20, 2023 12:50 CST)</p> <p>Supervisor/Department Head Signature _____ Date _____</p> <p><u>Ardhesh Gupta</u> Ardhesh Gupta (Jan 19, 2023 11:25 CST)</p> </div> <div style="width: 45%; padding-left: 10px;"> <p>Court Order No: _____</p> <p>Date: _____</p> </div> </div> <div style="width: 35%; padding-left: 10px; text-align: center;"> <input type="checkbox"/> Approved   <input type="checkbox"/> Disapproved       </div>
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Russell Scott  
Russell Scott (Jan 20, 2023 14:17 CST)

Christopher Nchopu-Ayalar  
Christopher Nchopu-Ayalar (Jan 20, 2023 15:11 CST)



# Tarrant County Out-of-State Travel Request

Department:  <div style="display: flex; justify-content: space-between;"> <span><b>PUBLIC HEALTH -</b></span> <span>Public Information</span> </div>		Name:  <div style="text-align: center;">Edrea A. Au</div> <p style="font-size: small; text-align: center;">** If applicable, list additional names below.</p>													
Conference/Seminar Name:  Social Media Marketing World 2023															
Destination:  <div style="text-align: center;">San Diego, CA</div>		Dates:    Departure:    3/12/2023  Return:        3/15/2023													
Project Expenditures: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr><td>Meals</td><td style="text-align: right;">\$ 340.00</td></tr> <tr><td>Hotel/Motel:</td><td style="text-align: right;">\$ 2,352.90</td></tr> <tr><td>Registration:</td><td style="text-align: right;">\$ 2,994.00</td></tr> <tr><td>Transportation:</td><td style="text-align: right;">\$ 224.26</td></tr> <tr><td>Other (specify):</td><td style="text-align: right;">\$ 1,215.18</td></tr> <tr><td><b>Total:</b></td><td style="text-align: right;"><b>\$ 7,126.34</b></td></tr> </table>		Meals	\$ 340.00	Hotel/Motel:	\$ 2,352.90	Registration:	\$ 2,994.00	Transportation:	\$ 224.26	Other (specify):	\$ 1,215.18	<b>Total:</b>	<b>\$ 7,126.34</b>	Rationale: Social media has become one of the main and fast-paced sources of information for the public. As Tarrant County Public Health moves forward, the Communications team needs to continue developing knowledge on digital communications to stay up-to-date on industry trends and the best ways to inform/educate the public on crucial public health information. This investment will allow the team to learn the latest in digital marketing, allowing for more opportunities to create and market in-house. The conference will help with bringing more marketing campaigns and projects in-house without additional high expenses from outside firms. Lastly, the TCPH Communications team will be able to share the information and tools acquired at the conference with the rest of the county's communications teams moving forward.	
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**Additional Person(s):  Magaly Ayala-Perea, Public Information II Officer		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">           Funds Available in Department Budget?    <input checked="" type="checkbox"/> YES    <input type="checkbox"/> NO            (List department, line item and amount)            \$7,958.00 (original budget) / \$7,126.34 (current)         </td> </tr> <tr> <td style="width: 50%;">Commitment Account #</td> <td style="width: 50%;">Fund #</td> </tr> <tr> <td>588261 - \$2994.00</td> <td>T0400-2023</td> </tr> <tr> <td>588291 - \$4132.34</td> <td></td> </tr> <tr> <td>Grant # (if applicable)</td> <td>Cost Center #</td> </tr> <tr> <td>N/A</td> <td>5100 901 000</td> </tr> </table>		Funds Available in Department Budget? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (List department, line item and amount) \$7,958.00 (original budget) / \$7,126.34 (current)		Commitment Account #	Fund #	588261 - \$2994.00	T0400-2023	588291 - \$4132.34		Grant # (if applicable)	Cost Center #	N/A	5100 901 000
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<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">             Employee Signature  <i>Veerinder Tanya</i> </div> <div style="text-align: center;">           Date            01/18/2023         </div> </div>	Court Order No: <input type="checkbox"/> Approved
<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">             Supervisor/Department Head Signature         </div> <div style="text-align: center;">           Date            01/19/2023         </div> </div>	Date: <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