



# TARRANT COUNTY

## OFFICE OF THE SHERIFF

**Craig Driskell**  
Executive Chief  
817/884-2904  
Fax 817/212-6987

PLAZA BUILDING  
200 TAYLOR STREET  
SEVENTH FLOOR  
FORT WORTH, TEXAS 76196

July 7, 2023

Mr. G.K. Maenius and Commissioners Court:

As you know, TCSO Recruiters, Belmont Icehouse and County HR have been concentrating recruiting efforts in the DFW area for some time now, in an effort to fill the 230 detention officer and 36 deputy sheriff openings we currently have.

At the Sheriff's request, we are expanding our recruiting efforts to nearby states. In this case, our recruiters are requesting to attend a one-day job fair in Oklahoma City on 7/26/23. The plan is for 3 recruiters to drive one county recruiting vehicle up there and back – same day. The only cost are for the event, per diem and fuel.

Thank you for considering an exception to the Tarrant County Travel Policy by allowing the recruiters to take their county car to this job fair.

Regards,

A handwritten signature in black ink, appearing to read "C. Driskell", is written over a light blue horizontal line.

Craig Driskell  
Executive Chief Deputy



# Tarrant County Out-of-State Travel Request

<b>Department:</b> Tarrant County Sheriff's Office Recruiting <sup>1</sup>		<b>Name:</b> Michael Opdahl 70554 <i>**If applicable, list additional names below.</i>											
<b>Conference/Seminar Name:</b> JobNewsUSA Job Fair													
<b>Destination:</b> 1815 S. Meridian Ave, Oklahoma City, OK		<b>Dates:</b> Departure: 07/26/2023 Return: 07/26/2023											
<b>Project Expenditures:</b> <table border="1"> <tr> <td>Transportation:</td> <td>\$ 0.00</td> </tr> <tr> <td>Hotel/Motel:</td> <td>\$ 0.00</td> </tr> <tr> <td>Registration:</td> <td>\$ 769.00</td> </tr> <tr> <td>Other (specify): Fuel</td> <td>\$ 70.00</td> </tr> <tr> <td><b>Total:</b></td> <td><b>\$ 839.00</b></td> </tr> </table>		Transportation:	\$ 0.00	Hotel/Motel:	\$ 0.00	Registration:	\$ 769.00	Other (specify): Fuel	\$ 70.00	<b>Total:</b>	<b>\$ 839.00</b>	<b>Rationale:</b> The Tarrant County Sheriff's Office Recruiting Unit is expanding their recruiting efforts by attending and recruiting at a out of state event. The team will travel to the following out of state fair to attract potential Tarrant County Sheriff Office applicants. The Tarrant County Sheriff's Office is also requesting the Commissioners Court to approve the use of the county vehicle for transportation.	
Transportation:	\$ 0.00												
Hotel/Motel:	\$ 0.00												
Registration:	\$ 769.00												
Other (specify): Fuel	\$ 70.00												
<b>Total:</b>	<b>\$ 839.00</b>												
<b>**Additional Person(s):</b> Sommer Garza 73384 Jeffrey Lang 77349		<b>Funds Available in Department Budget?</b> <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>579031</td> <td>10000-2023</td> <td>2110110000</td> </tr> </tbody> </table>		Commitment #	Fund #	Cost Center #	579031	10000-2023	2110110000				
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Employee Signature: <u>Michael Opdahl</u> Date: <u>6-4-23</u>		Court Order No:  Date:	<input type="checkbox"/> Approved  <input type="checkbox"/> Disapproved
Supervisor/Department Head Signature: <u>Bill W. Johnson</u> Date: <u>6-26-23</u>			

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.