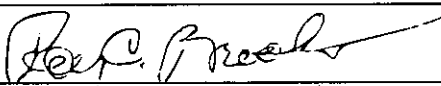




# TARRANT COUNTY TRAVEL REQUEST FORM

DEPARTMENT		ATTENDEE NAME(S)		
Commissioner, Precinct 1		Roy C. Brooks and Roderick Miles Jr.		
<b>EVENT NAME</b> <i>Acronyms should not be used. Please provide the full name of the conference/seminar.</i>				
Congressional Black Caucus Foundation 52nd Annual Legislative Conference				
Destination: Washington, DC		Departure Date: 9/20/23		Return Date: 9/24/23
<b>TRAVEL EXPENDITURES</b> <i>Provide a per-person breakdown for each category.</i>				
Category	GSA Rate	Per Person		Total Cost
Lodging:	\$257.00	\$1156.00	Per Night: \$289.00	\$2273.47
Transportation:	\$355.00	\$355.00		\$710.00
Registration:	\$350.00	3\$50.00		\$350.0
Meal Per Diem/Other (Specify)	\$59.25/\$79	\$355.50		\$632.00
Total		\$2216.50		\$3965.47
<i>Include a justification below if the nightly, per-person lodging rate exceeds the GSA nightly lodging rate:</i>				
<b>RATIONALE FOR TRAVEL</b>				
The CBCF Legislative Conference brings together leaders with a purpose to inform the group on public policy that advances social justice reform through the production of reports, policy briefings, and strategic engagement. It's areas of priority include criminal justice reform, education, health equity, and economic opportunity. By Attending this conference, we envision a training that will provide us with the tools to ensure that all communities have an equal voice in public policy through leadership cultivation, economic empowerment, and civic engagement.				
<b>FUNDING SOURCE(S)</b> <i>Account coding must be confirmed with the Budget Department. If funds are not available, the request will be denied and will not appear on the agenda.</i>				
GL #(s)	Grant #(s)	Fund #(s)	Cost Center #(s)	Total Breakdown
26100-2023		588261	6110100000	\$3975.47
Employee Signature(s) :				Date: 8/15/23
Department Head/Elected Official Signature: 				Date: 8/15/23
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Court Order # : 1	Court Date:	

**Your search for District of Columbia (Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland) including District of Columbia)**

Estimated per diem total: \$1383.50 (Max lodging total + M&IE total)

**Lodging breakdown: September 20, 2023 - September 24, 2023**

Date	Daily Rate	# of Nights	Total
September	\$257	4	\$1028

Max lodging total: \$1028

**Meals & incidental expenses breakdown: September 20, 2023 - September 24, 2023**


Days, Month	Daily Rate	# of Days	Total
First day (09/20/23)*	\$59.25	1	\$59.25
Full day (Sep)	\$79	3	\$237
Last day (09/24/23)*	\$59.25	1	\$59.25

\*The first and last calendar dates of M&IE are calculated at 75%.

M&IE total: **\$355.50**



# TARRANT COUNTY TRAVEL REQUEST FORM

<b>DEPARTMENT</b>		<b>ATTENDEE NAME(S)</b>		
Public Health		Rasneet Kumar, Obianujunwa "Pearl" Nweke		
<b>EVENT NAME</b> <i>Acronyms should not be used. Please provide the full name of the conference/seminar.</i>				
EpiTrax Consortium Peer to Peer Conference				
Destination: Las Vegas, Nevada		Departure Date: 9/25/23	Return Date: 9/28/23	
<b>TRAVEL EXPENDITURES</b> <i>Provide a per-person breakdown for each category.</i>				
<b>Category</b>	<b>GSA Rate</b>	<b>Per Person</b>	<b>Total Cost</b>	
Lodging:	\$120.00	\$252.683 x 2 pp Per Night: 3	\$1516.10	
Transportation:		643.73;621.81	\$1265.54	
Registration:			0	
Meal Per Diem/Other (Specify)	\$241.50	\$60-Baggage	\$603.00	
Total			\$3384.64	
<b>Include a justification below if the nightly, per-person lodging rate exceeds the GSA nightly lodging rate:</b>				
This hotel was chosen because of the proximity to the conference site, most reasonable available, and appropriate safety based on reviews and no car rental/additional cost transportation expenses for back and forth travel would be needed. Although the hotel rate is above the GSA rate, it is government hotel rate.				
<b>RATIONALE FOR TRAVEL</b>				
The EpiTrax Consortium meeting gets all consortium members together once a year to discuss current EpiTrax development projects and future directions. Ms. Kumar is the appointed release manager for Tarrant County Public Health which allows her to bring forth ideas and priorities for Tarrant County Public Health in relation to EpiTrax and participate in key votes. This is also a chance to learn from other jurisdictions on their success with EpiTrax and how they are implementing new technologies such as Electronic case reporting and data warehousing.				
Obianujunwa "Pearl" Nweke-Epidemiology division is the EpiTrax liaison for EpiTrax users between Informatics division and EpiTrax vendors. Will have the opportunity to be informed of further development of EpiTrax, the case management system used in the Epidemiology division to collect data on reportable conditions in TX, and will be able to work with other users and developers to share best practices for utilizing this vital system.				
There is no registration associated with this conference.				
<b>FUNDING SOURCE(S)</b> <i>Account coding must be confirmed with the Budget Department. If funds are not available, the request will be denied and will not appear on the agenda.</i>				
GL #(s)	Grant #(s)	Fund #(s)	Cost Center #(s)	Total Breakdown
588261	N/A	T0400-2023	5100 016 000	\$1703.28
588261	N/A	T0400-2023	5100 601 000	\$1681.36
Employee Signature(s):				Date: 8/11/23
 Rasneet Kumar (Aug 16, 2023 10:04 CDT)				
Department Head/Elected Official Signature: <u>Veerinder Taneja</u> Veerinder Taneja (Aug 16, 2023 11:20 CDT)				Date: 08/16/2023
<input type="checkbox"/> Approved		<input type="checkbox"/> Denied		Court Order # : Court Date:

**Estimated per diem total: \$601.50** (Max lodging total + M&IE total)

**Lodging breakdown: September 25, 2023 - September 28, 2023**

Date	Daily Rate	# of Nights	Total
September	\$120	3	\$360

**Max lodging total: \$360**

**Meals & incidental expenses breakdown: September 25, 2023 - September 28, 2023**

Days, Month	Daily Rate	# of Days	Total
First day (09/25/23)*	\$51.75	1	\$51.75
Full day (Sep)	\$69	2	\$138
Last day (09/28/23)*	\$51.75	1	\$51.75

\*The first and last calendar dates of M&IE are calculated at 75%.

**M&IE total: \$241.50**