



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 07/11/2023

**SUBJECT: APPROVAL OF AN OUT-OF-STATE TRAVEL REQUEST AND AN
EXCEPTION TO THE TRAVEL POLICY - SHERIFF'S OFFICE**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve an out-of-state travel request and an exception to the County's Travel Policy, allowing use of a County vehicle outside the state of Texas by the Sheriff's Office.

BACKGROUND

On April 6, 2021, the Commissioners Court through Court Order #135181, approved a Memorandum of Understanding (MOU) with the United States Postal Inspection Service (USPIS) for participation in the North Texas Parcel Task Force (NTPTF). As a result of this action, a Sheriff's Office Deputy was assigned to the NTPTF to participate in investigative and coordination activities. The MOU terms included provisions for Tarrant County, subject to the availability of funds, to be reimbursed up to \$2,500.00 per year for routine maintenance of the County vehicle used by the assigned Deputy.

The Sheriff's Office is requesting approval for Deputy Jerome Adams, who is currently assigned to NTPTF, to attend a USPIS Task Force Narcotics Interdiction Operation on July 17-22, 2023 in Tulsa, Oklahoma. In addition, the Sheriff's Office is requesting approval for Deputy Adams to use his assigned County vehicle to travel to and from Tulsa, Oklahoma. This travel is to conduct interdiction via U.S. Mail which is a daily function of NTPTF.

FISCAL IMPACT

Travel expenditures in the amount of \$670.00 will include the cost of fuel and meals. Funds are available in account 588291/S9300-2023/2110730000.

SUBMITTED BY:	Administrator's Office	PREPARED BY: APPROVED BY:	Vanessa A. Perez
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