

EL PASO COUNTY SHERIFF'S OFFICE

Leo Samaniego, Sheriff Jimmy Apodaca, Chief Deputy P.O. Box 125

El Paso, Texas 79941-0125 Email: epsheriff@epcounty.com



We Serve with Pride

Administration

800 East Overland, Ste 300 El Paso, Texas 79901 915/546-2217 915/546-2028 fax

Job Line 915/546-2286

Region VIII Training Academy

12501 Montana Avenue El Paso, Texas 79938 915/856-4850 915/856-4883 fax

Criminal Investigations

800 E Overland, 4th floor El Paso, Texas 79901 915/546-2291 915/577-0948 fax

Detention Division
Downtown Detention Facility

601 East Overland El Paso, Texas 79901 915/546-2228 915/543-3810 fax

Jail Annex Facility

12501 Montana Avenue El Paso, Texas 79938 915/856-4200 915/856-4849 fax

Patrol Division
Central Station

800 East Overland, 4th floor El Paso, Texas 79901 915/546-2210 915/543-3812 fax

Montana Station

12501 Montana Avenue El Paso, Texas 79938 915/856-4875 915/856-4896 fax

Vinton Station

436 East Vinton Vinton, Texas 79838 915/886-2724 915/886-3109 fax

Special Operations

6825 Cielo Vista Drive, Box 4 El Paso, Texas 79925

Metro Narcotics Task Force

915/772-8865 915/775-0369 fax

HIDTA Enterprise Task Force

915/832-6011 915/832-6356 fax

Volunteer Program 800 E Overland, 4th floor El Paso, Texas 79901

915/546-8117 915/546-2028 fax

Emergency 911

Non-Emergency 546-2280

August 27, 2007

Honorable Anthony Cobos, County Judge and Members of Commissioners' Court 500 E. San Antonio, Suite 301 El Paso, Texas 79901

Subject: Training request

Dear County Judge and Commissioners:

Respectfully request approval of \$596.86 for Mr. Frank Woodall of TCLEOSE to teach "Professionalism", at El Paso County Sheriff's Region VIII Training Academy on September 13 & 14, 2007.

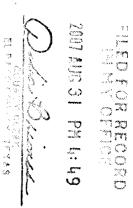
Funds for this request are available under index SHERIFFACADT, Sub-Object # 6761. Thank you.

Sincerely,

Jimmy/Apodaca, Chief Deputy

For Leo Samaniego, Sheriff El Paso County, Texas

LS:VSP:rc







EL PASO COUNTY SHERIFF'S OFFICE INTER-OFFICE MEMORANDUM

DATE: 08/24/2007

TO: Chief Deputy Jimmy Apodaca

FROM: Vince Pokluda, Academy

REFERENCE: Funds for Travel, Lodging and Per Diem

The academy has tentatively scheduled Mr. Frank Woodall to come to the academy and present a class on professionalism. Mr. Woodall will conduct two sessions, the first session will be on September 13th at 1:00 PM and the second session will be on the morning of September 14th at 8:00 AM.

In accordance with state policy, there is no personal fee or tuition for this course because Mr. Woodall is an employee of the State of Texas. The only requirements are that the academy cover travel, lodging and per diem. I have listed the expenses below:

- 1. Travel, Southwest Airlines, "anytime ticket' which is refundable \$203.55 including tax one way; total \$407.10 round trip.
- 2. One room at the Airport Hyatt for one night \$147.26 including tax
- 3. Per diem for one &one-half days \$42.50
- 4. Total expenses \$596.86

Funds for this are available through SHERIFFACADT, sub-object 6761.

El Paso County Travel Justification Form

	me: Vincent S Pokluda Signature: U.T. Blue Date: 08/24/2007
	pt: Sheriff's Office Academy Job Title: Training Director
	avel Funding Source:
Will any funds be reimbursed by another entity? No	
Travel Account No.: SHERIFFACADT sub-object 6761 Balance Remaining for FY: \$700	
Purpose: (check [x] one)	
	Statutorily Required Training to Hold Elective Office Statute Reference:
	My elective office requires number of training hours per months.
	I have already fulfilled of these hours for this time period. Estimated hours to be obtained from this course?
	Professional or Technical Training to Maintain License/Certification (peace officers, attorneys, CPAs, technical certifications, etc.)
\boxtimes	Additional Professional or Technical Training NOT Required to Maintain License/Certification
	Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy Entity Name: Purpose of Visit:
	- dipodo di Vidit.
	Travel for Program Revenue Enhancement/Sales Opportunity Explain:
\boxtimes	Program Development Training Explain: Develop supervisors and managers for future positions
	Travel to Professional, County, or Elected Officials' Organization Meeting/Convention
	(County Clerk's Association, TAC, Conference of Urban Counties, TBIC, etc.) Organization Name:
	Human Resources/Management/Personal Development Training ("Dealing with Difficult People", stress management, "Be A Better Leader", etc.)
	Other: