

**Click on Bookmarks  
To View Travel Detail**

TRAVEL VOUCHERS

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1*****									
FAM165TV		COUNTY OF EL PASO CNY				RUN DATE: 06/06/2013			
		TRAVEL VOUCHERS				RUN TI			
						PAGE NUM: 1			
*****									
ORUN OPTION SELECTED: * - LIST ALL VOUCHERS PAYABLE		SELECTION DATE: 99/99/9999		CHECK DATE: 06/06/2013		POSTING PERIOD: 09 2013			
VOUCHER NUMBER	VENDOR NUMBER	INDEX	PROJECT	USER CODE	GROSS	NET	CLEARED FOR		
DOC REFERENCE	VENDOR NAME	SUBJECT	GRANT		BALANCE DUE	BALANCE DUE	PAYMENT		
DOING BUSINESS AS	DESCR IPTION								
0	TOTALS FOR TRANSACTION DATE : 05/13/2013				.00	.00	.00		
1*****									
OTA1300217	01 EMP00164 01		GADMI NGF						
	MYRNA HERNANDEZ		6705		726.80	726.80		726.80	
		AUSTIN, TX	6/24-6/28/13PDP TX CRT MGMT PRGRM						
OTA1300218	01 EMP01978 01		REGPUBTRAN13						
	ROBERT SCHWAB		6602 257 08		305.87	305.87		305.87	
		EL PASO,	TX5/29-5/30/13MTG SIERRA BLANCA&SUNMETR						
OTA1300219	01 EMP02533 01		GADMI NGF						
	RODRIGO ROBERTO GARCIA		6705		656.05	656.05		656.05	
	JP2	C. CHRISTI,	TX8/04-8/06/13TX JUSTICE CRT TRNG CNTR						
OTA1300220	01 EMP02710 01		SHERIFFLAW						
	MELISSA LAIBINIS		6703		176.50	176.50		176.50	
		RMB CHI CAGO,	IL5/16-5/19/13SOLUTIONS PROMOTNG DIV						
OTA1300221	01 EMP02765 01		GADMI NGF						
	CHRISTIAN NIL		6705		151.50	151.50		151.50	
	FAM AND COMM SRVC	ADDNL FND	SAN MARCOS, TX6/17-6/19/13BLDNG COMM GRW						
OTA1300222	01 V002467 01		DABORDERPR13						
	JAI ME ESPARZA, D. A.,	SPECIAL A	6602 304 03		1,170.25	1,170.25		1,170.25	
		RANCHO VI	EJO, TX3/20-3/21/13REGION 3 BPU MEETING						
OTA1300223	01 V005058 01		GADMI NGF						
	GARY ABOUD		6705		1,268.23	1,268.23		1,268.23	
	ASSOCFAMCRT1	SANTONIO,	TX8/04-8/08/13ADVNC FAM LAW CRSE						
OTA1300224	01 V005875 01		GADMI NGF						
	BRIAN J. HAGGERTY		6705		656.05	656.05		656.05	
	JP2	C. CHRISTI,	TX8/04-8/06/13TX JUSTICE CRT TRNG CNTR						
OTA1300225	01 V008883 01		EMONWATER						
	TEXAS ENGINEERING EXTENSION SR		6705		295.00	295.00		295.00	
		RG EDGR JI	MNZ ELP, TX9/03-10/02/13GRNDWATR PRODUCTI						
OTA1300225	02 V008883 01		GADMI NRB						
	TEXAS ENGINEERING EXTENSION SR		6705		100.00	100.00		100.00	
		SILVIA GARCIA	ELP, TX6/17-6/21/13BSIC CODE ENFRM						
OVP1304182	01 V020476 01		GADMI NGF						
	TEXAS PUBLIC PURCHASING ASSOCI		6705		300.00	300.00		300.00	
		KENNIE DOWNI	NG GALVESTON, TX 6/26-28/13 SUMMER CONF						
OVP1304182	02 V020476 01		GADMI NGF						
	TEXAS PUBLIC PURCHASING ASSOCI		6705		300.00	300.00		300.00	
		JOE LOPEZ	GALVESTON, TX 6/26-28/13 SUMMER CONF						
OTA1300226	01 V024568 01		DABORDERPR13						
	DREW T DURHAM		6602 304 03		472.83	472.83		472.83	
		AUSTIN, TX	4/29-4/30/13FINANCIAL AND CRIMES CONF						
0	TOTALS FOR TRANSACTION DATE : 06/07/2013				6,579.08	6,579.08	6,579.08		

0

REPORT TOTAL

TRAVEL. VOUCHERS

6,579.08

6,579.08

6,579.08

## El Paso County Auditor's Office Manual Voucher Form

Vendor No.: EMPO0164 01  
 Voucher Total: \$726.80  
 No. of Lines: 1  
 T/C Hash : 208

Single Check (Y/N): \_\_\_\_\_

Date Entered: 06/06/2013  
 Entered by: AN

Preparer's Initials: AN

Amount Spelled: SEVEN HUNDRED TWENTY SIX DOLLARS AND EIGHTY CENTS

Vendor Name: MYRNA HERNANDEZ

Street: 120THDC  
 9552 POINCIANA,  
 City, State, Zip: EL PASO, TX 79924

Subject: AUSTIN, TX6/24-6/28/13PDP TX CRT MGMT PRGRM

Line	Trans.	Amount	Index	Sub-Obj	G/L	Subsidiary	Bank #	Treasury #
01	208	726.80	GADMINGF	6705	145	120009		
	Desc:	AUSTIN, TX6/24-6/28/13PDP TX CRT MGMT PRGRM						
02								
	Desc:							
03								
	Desc:							
04								
	Desc:							
05								
	Desc:							
06								
	Desc:							
07								
	Desc:							
08								
	Desc:							
09								
	Desc:							
10								
	Desc:							

Prepared by: JORGE LOPEZ TCAUD20-AUDITORS Date: 06/06/2013

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_



PLEASE NOTE: IF MORE THAN ONE PERSON ATTENDING, LIST UP TO 10 NAMES ON THE BOTTOM

### County of El Paso Travel Request Form

J

Travel

Type: ADVANCE

Name: MYRNA Hernandez Department: 120th D.Ct.  
 Date of Trip: Departure Date: 04/24/13 Return Date: 06/28/13 Destination: Austin, TX.  
 \* Event: PDP Texas Court Management Program  
 County Related Purpose: \_\_\_\_\_

\* Use of **GADMINGF** Funds requires legislative impact explanation

Department Index: GADMINGF Sub-Object: 6705  
 COUNTY EMPLOYEE? CIRCLE/MOVE ARROW YES NO

#### Section 1: Guidelines for Determining Meal Rates Allowance MOVE ARROW

Please Check One (Departure meal rate)

on Date of Departure by After 12:00 P.M. Half Rate \$ 18.00  
 on Date of Departure by Before 12:00 P.M. Full Rate \$ 27.00

Please Check One (Return meal rate)

on Date of Return by Before 5:00 P.M. Half Rate \$ 18.00  
 on Date of Return by After 5:00 P.M. Full Rate \$ 36.00

\* \$36.00 per diem no receipts required. \*\*NOTE\*\* there is no meal per diem if you departure and return are on the same date

\* (Note: Please use the items checked above to fill out section 2 below)

#### Section 2: Travel Estimated Breakdown

\* CC CREDIT CARD EXPENSE BREAKDOWN

Airfare	<u>277.80</u>	<del>\$274.11</del>	* CC
Auto Rental	<u>0</u>		
Mileage (.40 /mile)	<u>0</u>		
Gas	<u>0</u>		
Meal rate on Departure date	<u>18</u>	<u>24</u>	
Meal per diem (\$36.00)	<u>100.54</u>	<u>25-27</u>	
Meal rate on Return date	<u>27</u>	<u>28</u>	
Lodging	<u>0</u>	<u>- sharing room.</u>	
Other - Registration	<u>\$320.00</u>		
Other - Parking/Tolls			
Other - Taxi			
Other - Shuttle	<u>\$ 30</u>		
Other -			
TOTAL	<u>1726.80</u>		

#### FOR AUDITOR'S USE ONLY

Trans. Code: \_\_\_\_\_  
 Index: \_\_\_\_\_  
 Sub-Object: \_\_\_\_\_  
 Vendor: Emp00164  
 Subsidiary: \_\_\_\_\_  
 Amount: \_\_\_\_\_

\* EMPLOYEE WILL REIMBURSED FROM OTHER SOURCE  Y/N

#### Section 3: Signature and List of Names:

ADVANCE FROM COUNTY \$0.00 \$0.00  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_

NOTATION: SIGNING OF THIS FORM IS AN ACKNOWLEDGEMENT OF THE COUNTY TRAVEL POLICY WHICH AUTHORIZES THE SALARY OFFSET OF WAGES FOR NONCOMPLIANCE

EMPLOYEE Myrna Hernandez  
 SIGNATURE \_\_\_\_\_  
 DEPT. HEADS \_\_\_\_\_  
 SIGNATURE \_\_\_\_\_

C.C.O. DATE

DATE: 28-May-13

El Paso County Travel Justification Form

Employee: MYRNA Hernandez Signature Myrna Hernandez Date: 5-30-13  
Dept. Head: MARIA SALAS-mendoza Signature Maria Salas Date: 5-30-13  
Dept: 120th DC Job Title: Court Coordinator

Travel Funding Source:  County  Grant  Other  
Will any funds be reimbursed by another entity? \_\_\_\_\_  
Travel Account No: 120thDC-6705 Yes Balance Remaining for FY: \_\_\_\_\_

Purpose: (check one)

**Statutorily Required Training to Hold Elective Office**  
Statue Refrence:  
My effective office requires \_\_\_\_\_ number of training hours annually.  
I have already fulfilled \_\_\_\_\_ of these hours for this time period.  
Estimated hours to be obtained from this course? \_\_\_\_\_  
Please provide documentation for hours needed.

**Professional or Technical Training to Maintain License/Certification**  
(peace officers, attorneys, CPAs, technical certifications, etc.)  
My effective office requires \_\_\_\_\_ number of training hours annually.  
I have already fulfilled \_\_\_\_\_ of these hours for this time period.  
Estimated hours to be obtained from this course? \_\_\_\_\_

**Additional Professional or Technical Training NOT Required to Maintain License/Certification**

**Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy**  
Entity Name: \_\_\_\_\_  
Purpose of Visit: \_\_\_\_\_

**Travel for Program Revenue Enhancement/Sales Opportunity**  
Explain: \_\_\_\_\_

**Program Development Training**  
Explain: Court management training

**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:** \_\_\_\_\_

Search Southwest

southwestgiftcard@ | Sign Up 'n Save | Help | Español

Search Flights Select Flights Price Purchase Confirmed

### El Paso, TX to Austin, TX

Air

Total Price: **\$277.80**

ITINERARY

DEPART JUN 24 <b>MON</b>	<b>07:00 AM</b> Depart <b>El Paso, TX (ELP)</b> on Southwest Airlines	Flight #216	<b>Monday, June 24, 2013</b>
	<b>09:30 AM</b> Arrive in <b>Austin, TX (AUS)</b>		
RETURN JUN 28 <b>FRI</b>	<b>04:50 PM</b> Depart <b>Austin, TX (AUS)</b> on Southwest Airlines	Flight #2595	<b>Friday, June 28, 2013</b>
	<b>05:20 PM</b> Arrive in <b>El Paso, TX (ELP)</b>		

Quick Air Links

- Check In
- Change Flight
- Check Flight Status

Account Login

Enroll Now!

Account Number (or Username)  
 Password (Case Sensitive)  
 Remember Me  
 Need help logging in?

Manage Travel

Shopping Cart

What you need to know to travel:

Don't forget to check in for your flight(s) 24 hours before your trip on southwest.com or your mobile device. Southwest Airlines does not have assigned seats, so you can choose your seat when you board the plane. You will be assigned a boarding position based on your checkin time. The earlier you check in, within 24 hours of your flight, the earlier you get to board.

PRICE: ADULT

Trip	Routing	Fare Type   View Fare Rules	Fare Details	Quantity	Total
Depart	ELP-AUS	<b>Wanna Get Away</b> Excellent Value	<ul style="list-style-type: none"> <li>No Change Fees (applicable fare differences applies)</li> <li>Reusable Funds (non-transferable - no name changes allowed)</li> <li>Non-refundable</li> </ul>	1	\$135.90
Return	AUS-ELP	<b>Wanna Get Away</b> Excellent Value	<ul style="list-style-type: none"> <li>No Change Fees (applicable fare differences applies)</li> <li>Reusable Funds (non-transferable - no name changes allowed)</li> <li>Non-refundable</li> </ul>	1	\$141.90

Enroll in Rapid Rewards and earn at least 1536 Points per person for this trip. Already a Member? Log In to ensure you are getting the points you deserve.

Subtotal **\$277.80**  
Fare Breakdown

You can't find this great fare on any other website. Southwest fares are only on Southwest.com.

**1st and 2nd Checked Bags Fly Free.**  
Weight and size limits apply.

Bag Charge \$0.00

Air Total:  
**\$277.80**

Air

Modify | Remove

JUN 24 <b>MON</b>	Depart <b>Fit 216</b> <b>ELP AUS</b> 7:00 AM 9:30 AM
Adult Air fare per person Wanna Get Away fare <b>\$135.90</b>	
JUN 28 <b>FRI</b>	Return <b>Fit 2595</b> <b>AUS ELP</b> 4:50 PM 5:20 PM
Adult Air fare per person Wanna Get Away fare <b>\$141.90</b>	
<b>Cost Breakdown</b> Adult \$277.80 x 1 <b>\$277.80</b> Govt. Taxes & Fees We'll reserve the flight upon purchase completion.	
<b>Trip Total \$277.80</b>	
Not ready to book yet? Save this trip and book later.	
<a href="#">Save Flight</a>	<a href="#">Checkout</a>

Rapid Rewards

Travel Guide

Modify Trip

Purchase your shopping cart...  
By clicking 'Continue', you agree to accept the fare rules and want to continue with this purchase

### Add a Hotel

We'll keep an eye on your cart for you while you shop. Products not confirmed until purchase.



**Super 8 Austin North/University Area**  
**\$55/night**  
 Rapid Rewards Partner  
 View Details

Search for hotels in Austin (06/24/2013 - 06/28/2013)

Close To (optional)  
 Center of destination within 30 miles  
 Show Only (optional)  
 Hotel Chains  [Find Hotels](#)

## Myrna Hernandez

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**From:** Jennifer Morales [jenniferm@yourhonor.com]  
**Sent:** Wednesday, April 24, 2013 7:36 AM  
**To:** Myrna Hernandez  
**Subject:** PDP Registration - Texas Court Management Program

Dear Myrna Hernandez,

Congratulations! Your application to attend the **PDP Texas Court Management Program** has been accepted. The program's first two courses will be held in Austin on June 23-28, 2013. To accept this invitation and register for the program you will need to sign in to your newly created Texas Center for the Judiciary account at [www.yourhonor.com/login](http://www.yourhonor.com/login). Your login credentials are below.

Username: [myhernandez@epcounty.com](mailto:myhernandez@epcounty.com)  
Password: MHernandez (this is case sensitive)

Once you have logged in to your account, select PDP from the list of upcoming conferences at the bottom of the home screen and click "register." **All registrations must be completed by Wednesday, May 22.**

The 2013 Texas Court Management program includes two classes this June, Court Performance Standards and Managing Technology Projects and Resources. Each class is \$160.00, so this June's fees will be a total of \$320.00. **Please make checks payable to the Texas Association for Court Administration and mail to the following address:**

**Texas Association for Court Administration  
ATTN: Ed Wells  
George J. Beto Criminal Justice Center  
Sam Houston State University  
Huntsville, Texas 77341-2296**

Remember that you signed a commitment to complete the program and will need to attend the TACA Conference ([www.mytaca.org](http://www.mytaca.org)) on October 15-18 in San Antonio and next year's PDP program on June 15-20, 2014 in order to graduate. Additionally, remember that the Texas Center for the Judiciary does not reimburse expenses (registration, travel, lodging, and per diem) incurred while attending the TACA Annual Education Conference.

The program will be held at the Sheraton Capitol in Austin. Registration is from 12:00 to 1:30 p.m. on Sunday, June 23<sup>rd</sup> in the Ballroom Foyer. Class begins promptly at 1:30 p.m.

**Please note that attendance for this program is mandatory.** If you miss 6 hours of class for any reason, the course must be repeated at your own expense. Class ends at 11:30 a.m. on Friday, June 28th. Make your departure plans accordingly (be sure to allow two hours for travel and check in for departing flights). A student with any unexcused absence will not be reimbursed for the any portion of the program.

The Texas Center encourages professional, yet comfortable, attire for the class day. Casual wear is appropriate for after class activities. Please consider bringing a jacket or sweater to the conference since meeting room temperatures are often difficult to regulate.

Detailed reimbursement and travel information is on our website, <http://www.yourhonor.com/conference/PDP2013>. I encourage you to read the reimbursement guidelines carefully prior to making your travel arrangements.

I look forward to a great conference and seeing you in June!

Thank you,

Jennifer Morales  
Registrar  
(512) 482-8986



# TEXAS CENTER FOR THE JUDICIARY

## Professional Development Program Fact Sheet

- Date:** June 24-28, 2013
- Sponsored by:** Texas Center for the Judiciary
- Registration fee:** \$160 — **DO NOT send fee with application**
- Location:** The Sheraton Hotel | Austin, Texas
- Classes begin:** Monday, June 24, at 3:30 p.m. (Check-in Registration from 2:30 - 3:30 p.m.)
- Classes conclude:** Friday, June 28, at 11:30 a.m.
- Acceptance:** Applications will be reviewed **ONLY ONCE** for acceptance into the program. Incomplete applications will not be accepted. You must include your job description when submitting your completed application to TCJ.
- Attendance Policy:** **If accepted, attendance is mandatory in all portions of the program.** If a student misses 6 hours of class for any reason, the student must repeat the course at his/her own expense. A student with **any unexcused absence will not be reimbursed** for the program.
- Dress Code:** Dress during the week is business casual. Dress code will be enforced.
- Travel:** Travel will be reimbursed at 45 cents per mile or based on economy airfare.
- All Meals:** Most meals are provided at the program. Meals *on your own* are reimbursed at \$36/per day.

**IMPORTANT!** Acceptance into the 2013 Professional Development Program is based on the applicant's job description, duties, number of years in the position, and jurisdiction. The TCJ Admissions Committee will consider an application one time only, so be extremely detailed and comprehensive when completing the application, and don't forget to include a current job description.

**Applications will not be accepted after March 8, 2013.**

Enrollment is limited. Not every individual who applies is accepted into the program.

The Texas Center for the Judiciary will notify you of your acceptance into the program.

### Application Process:

1. Send your judge-certified application and a copy of your job description to TCJ by March 8, 2013.
2. The TCJ Admissions Committee meets in April to consider applications and select candidates.
3. Notification letters and registration materials are sent to individuals accepted into the program.
4. If accepted, you must complete a registration form that must be returned to the Texas Center with the required registration fee before May 1, 2013.



**PROFESSIONAL DEVELOPMENT PROGRAM**

June 23-28\*, 2013

The Sheraton Hotel & Austin, Texas

\*3<sup>rd</sup> year program begins Sunday, June 23



**TRIAL COURT COORDINATION\***

Monday, June 24	Tuesday, June 25	Wednesday, June 26
<p><i>Breakfast Provided</i>  <b>TRIAL COURT COORDINATION</b></p> <p><b>INDIVIDUAL TRACK MEETING LOCATIONS:</b></p> <p><b>MULTI-COUNTY/RURAL</b>            Faculty: Ms. Linda Kellum, Ms. Shannon McFarland, Ms. Cassie Ritter</p> <p><b>GENERAL JURISDICTION</b>            Faculty: Ms. Brandi Loya, Mr. David Slayton, Ms. Lilia Ann Gutierrez, Ms. Wendi Pearson</p> <p><b>SPECIALTY</b>            Faculty: Mr. Wayne Bowling, Ms. April Knudsen, Mr. Dean Stanzione</p>	<p><i>Breakfast provided</i>            8:30 a.m. – 9:00 a.m.  <input type="checkbox"/> <i>Court Structure</i></p> <p>9:00 a.m. – 10:00 a.m.  <b>TRIAL COURT COORDINATION ALL TRACKS GENERAL SESSION: <i>Administrative Roles and Responsibilities of Judges</i></b>            Faculty: Hon. Steve Smith</p> <p>10:00 a.m. – 10:15 a.m. – Break</p> <p>10:15 a.m. – 11:45 a.m.  <input type="checkbox"/> <i>Roles, Responsibilities, Functions &amp; Professionalism</i></p>	<p><i>Breakfast Provided</i>            8:30 a.m. – 9:30 a.m.  <input type="checkbox"/> <i>Caseflow Management Elements 1– 3</i></p> <ol style="list-style-type: none"> <li>1. <i>Judicial Commitment &amp; Leadership</i></li> <li>2. <i>Court Consultation with the Bar</i></li> <li>3. <i>Court Supervision of Case Progress</i></li> </ol> <p>9:30 a.m. – 9:45 a.m. – Break</p> <p>9:45 a.m. – 11:00 a.m.  <input type="checkbox"/> <i>Caseflow Management Elements 4– 6</i></p> <ol style="list-style-type: none"> <li>4. <i>Standards &amp; Goals</i></li> <li>5. <i>Monitoring &amp; Information Systems</i></li> <li>6. <i>Case Assignment Systems</i></li> </ol> <p>11:00 a.m. – 12:00 Noon  <input type="checkbox"/> <i>Caseflow Management Elements 7–9</i></p> <ol style="list-style-type: none"> <li>7. <i>Early Court Intervention &amp; Early Disposition</i></li> <li>8. <i>Setting Firm Trial Dates</i></li> <li>9. <i>Controlling Continuances &amp; Avoiding</i></li> </ol>
<p><i>Lunch provided</i>            1:30 p.m. – 2:30 p.m.  <b>Faculty Meeting</b></p> <p>2:30 p.m. – 3:30 p.m.  <b>Registration</b></p> <p>3:30 p.m. – 4:00 p.m.  <b>TRIAL COURT COORDINATION ALL TRACKS GENERAL SESSION: <i>Orientation</i></b>            Faculty: Hon. Mark Atkinson</p> <p>4:00 p.m. – 5:00 p.m.  <input type="checkbox"/> <i>Introduction: Trial Court Coordination Preview</i></p> <p><b>DINNER ON YOUR OWN</b></p>	<p><i>provided</i>            11:45 a.m. – 12:45 p.m. – Lunch</p> <p>1:00 p.m. – 2:30 p.m.  <b>TRIAL COURT COORDINATION ALL TRACKS GENERAL SESSION: (TRACKS SIT TOGETHER) <i>Ethics</i></b>            Faculty: Hon. Lamar McCorkle</p> <p>2:30 p.m. – 2:45 p.m. – Break</p> <p>2:45 p.m. – 3:00 p.m.  <input type="checkbox"/> <i>Professionalism (concluded)</i></p> <p>3:00 p.m. – 4:00 p.m.  <b>TRIAL COURT COORDINATION ALL TRACKS GENERAL SESSION: <i>Using Numbers to Manage</i></b>            Faculty: Mr. Wayne Bowling</p> <p>4:00 p.m. – 4:30 p.m.  <input type="checkbox"/> <i>Basic Caseflow Management</i></p> <p><b>DINNER ON YOUR OWN</b></p>	<p>12:00 Noon – 1:00 p.m. – Lunch  <i>provided</i></p> <p>1:00 p.m. – 1:30 p.m.  <input type="checkbox"/> <i>Caseflow Management Elements 10– 11</i></p> <ol style="list-style-type: none"> <li>10. <i>Systems Approach &amp; Vision</i></li> <li>11. <i>Attention to Detail</i></li> </ol> <p>1:30 p.m. – 2:45 p.m.  <b>TRIAL COURT COORDINATION ALL TRACKS GENERAL SESSION: <i>Developing Your Communication Skills</i></b>            Faculty: Dr. Walt Natemeyer</p> <p>2:45 p.m. – 3:00 p.m. – Break</p> <p>3:00 p.m. – 4:30 p.m.  <b>TRIAL COURT COORDINATION ALL TRACKS GENERAL SESSION: <i>Developing Your Communication Skills</i></b>            Faculty: Dr. Walt Natemeyer</p> <p><b>DINNER ON YOUR OWN</b></p>

Each track meets separately

\* TRIAL COURT COORDINATION – MONDAY, TUESDAY, WEDNESDAY SCHEDULE



# PROFESSIONAL DEVELOPMENT PROGRAM

June 23-28\*, 2013

The Sheraton Hotel & Austin, Texas

\*3<sup>rd</sup> year program begins Sunday, June 23



## TRIAL COURT COORDINATION\*

Thursday, June 27	Friday, June 28
<p><i>Breakfast provided</i></p> <p>8:30 a.m. – 10:00 a.m.  <b>TRIAL COURT COORDINATION</b>  <b>ALL TRACKS GENERAL SESSION:</b>  <i>Criminal Procedure</i>  Faculty: Hon. Laura Weiser</p> <p>10:00 a.m. – 10:15 a.m. – Break</p> <p>10:15 a.m. – 11:45 a.m.  <i>Civil Procedure</i>  Faculty: Hon. Laura Weiser</p>	<p><i>Breakfast provided</i></p> <p>8:30 a.m. – 9:30 a.m.  <b>TRIAL COURT COORDINATION</b>  <b>ALL TRACKS GENERAL SESSION:</b>  <i>Pro Se Issues</i>  Faculty: Mr. David Slayton</p> <p>9:30 a.m. – 10:30 a.m.  <input type="checkbox"/> <i>Review &amp; Discussion</i></p> <p>10:30 a.m. – 11:30 a.m.  <input type="checkbox"/> <i>Special Issues in Caseload Management</i></p> <p>11:30 a.m.  <i>Conference Adjourns</i></p>
<p>11:45 a.m. – 12:45 p.m. – Lunch <i>provided</i></p>	
<p>12:45 p.m. – 1:30 p.m.  <input type="checkbox"/> <i>DCM</i></p> <p>1:30 p.m. – 2:45 p.m.  <input type="checkbox"/> <i>Flowcharts</i></p> <p>2:45 p.m. – 3:00 p.m. – Break</p> <p>3:00 p.m. – 3:45 p.m.  <input type="checkbox"/> <i>Flowcharts (continued)</i></p> <p>3:45 p.m. – 4:30 p.m.  <input type="checkbox"/> <i>Court Community Communication and Collaboration</i></p> <p><b>DINNER ON YOUR OWN</b></p>	

Each track meets separately

\* TRIAL COURT COORDINATION – THURSDAY, FRIDAY SCHEDULE

GRANT FUNDS  
6/6/13 82

TA1300218

El Paso County Auditor's Office  
Manual Voucher Form

Vendor No.: EMP01978 01  
Voucher Total: \$305.87  
No. of Lines: 1  
T/C Hash : 238

Single Check (Y/N): \_\_\_\_\_  
Date Entered: 06/06/2013  
Entered by: 8Z

Preparer's Initials: 8Z

Amount Spelled: THREE HUNDRED FIVE DOLLARS AND EIGHTY SEVEN CENTS

Vendor Name: ROBERT SCHWAB

Street: P.O. BOX 1081

City, State, Zip: MARFA, TX 79843

Subject: EL PASO, TX5/29-5/30/13MTG SIERRA BLANCA&SUNMETR

Line	Trans.	Amount	Index	Sub-Obj	G/L	Subsidiary	Bank #	Treasury #
01	238	305.87	REGPUBTRAN13	6602				
	Desc:	EL PASO, TX5/29-5/30/13MTG SIERRA BLANCA&SUNMETR						
02								
	Desc:							
03								
	Desc:							
04								
	Desc:							
05								
	Desc:							
06								
	Desc:							
07								
	Desc:							
08								
	Desc:							
09								
	Desc:							
10								
	Desc:							

Prepared by: MARCY ORTEGA TCAUD34-AUDITORS

Date: 06/06/2013

Approved by: \_\_\_\_\_

Date: 6/6/2013



# County of El Paso Travel Expenditure Voucher

C.C.O.

Name: Robert Schwab Department: Fam & Comm Svcs. Transportation  
 Date of Trip: Departure 5/29/13 Arrival Date: 5/30/13 Destination: El Paso, Texas  
 Purpose of Trip: Conduct public mtg. in Sierra Blanca on inter-city bus & meet with Sun Metro on system trans. Pros.  
 Department Index: REGPUBTRAN12 Sub-Object: 6602

### Section 1: Guidelines for Determining Meal Rates Allowance

Please Check One (Departure meal rate)

on Date of Departure by After 12:00 P.M. Half Rate \$ 18.00  
 **X on Date of Departure by** Before 12:00 P.M. Full Rate \$ 27.00

Please Check One (Return meal rate)

on Date of Return by Before 5:00 P.M. Half Rate \$ 18.00  
 on Date of Return by After 5:00 P.M. Full Rate \$ 36.00

\* \$35.00 per diem no receipts required

\* (Note: Please use the items checked above to fill out section 2 below)

### Section 2: Travel Expenditure Breakdown

Airfare	_____
Auto Rental	_____
Mileage 388 mi. @ (.40 /mile)	155.00 ✓
Gas	_____
* Meal rate on Departure date	27.00 ✓
Meal per diem (\$36.00)	_____
* Meal rate on Return date	18.00 ✓
Lodging	85.00 ✓
Other - Registration	_____
Other - Parking/Tolls	6.00 ✓
Other - Taxi	_____
Other - Room tax	14.87 ✓
Other -	_____
Other -	_____
<b>TOTAL</b>	<b>305.87</b> ✓

### FOR AUDITOR'S USE ONLY

Trans. Code: \_\_\_\_\_  
 Index: \_\_\_\_\_  
 Vendor: \_\_\_\_\_  
 Subsidiary: \_\_\_\_\_  
 Amount: \_\_\_\_\_  
 Date Entered: \_\_\_\_\_

1114 County Check No.

\_\_\_\_\_ Deposit Warrant No.

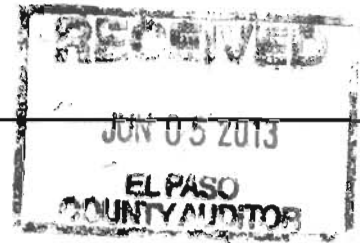
SIGNATURE

ADVANCE FROM COUNTY: \_\_\_\_\_

TOTAL EXPENDITURES: 305.87

DATE: 4-Jun-13

REFUND TO THE EMPLOYEE (305.87)



PLEASE RETURN VOUCHER NO LATER THAN

14-May-13

El Paso County Travel Justification Form

Employee: Robert Schwab  
Dept. Head: Rosemary Neil  
Dept: Fam & Comm Svcs T

Signature: [Signature] Date: 6/4/2013  
Signature: [Signature] Date: 6/5/2013  
Job Title: Rgnl. Transportation Coordinator

Travel Funding Source: County  Grant  Other   
Will any funds be reimbursed by another entity? Yes - TxDOT  
Travel Account No: \_\_\_\_\_ Balance Remaining for FY: \$3,743.39

**Purpose: (check one)**

**Statutorily Required Training to Hold Elective Office**

Statue Refrence:  
My effective office requires \_\_\_\_\_ number of training hours annually.  
I have already fulfilled \_\_\_\_\_ of these hours for this time period.  
Estimated hours to be obtained from this cours? \_\_\_\_\_  
Please provide documentation for hours needed.

**Professional or Technical Training to Maintain License/Certification**

(peace officers, attorneys, CPAs, technical certifications, etc.)  
My effective office requires \_\_\_\_\_ number of training hours annually.  
I have already fulfilled \_\_\_\_\_ of these hours for this time period.  
Estimated hours to be obtained from this cours? \_\_\_\_\_

**Additional Professional or Technical Training NOT Required to Maintain License/Certification**

**Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy**

Entity Name: \_\_\_\_\_  
Purpose of Visit: \_\_\_\_\_

**Travel for Program Revenue Enhancement/Sales Opportunity**

Explain: \_\_\_\_\_

**Program Development Training**

Explain: \_\_\_\_\_

**Travel to Professional, County, or Elected Officials' Organization Meeting/Convention**

(County Clerk's Association, TAG, 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: Conduct public mtg. in Sierra Blanca & meet with Sun Metro staff**



**CAMINO REAL HOTEL.**

EL PASO, TEXAS

101 South El Paso Street  
El Paso, Texas 79904 U.S.A.  
Tel. (915) 534-3000  
Fax. (915) 534-3024  
www.caminoreal.com

**STERLING**  
HOTELS

PREFERRED HOTEL GROUP

**HISTORIC HOTELS**  
*of AMERICA*

NATIONAL TRUST FOR HISTORIC PRESERVATION

# Folio

Name: SCHWAB, ROBERT  
Address: GOVERNMENT RATE  
805 WEST COLUMBIA  
MARETA, TX  
79843

Account 1378100

Room No. 7717

Arrival 5/29/13  
Departure 5/30/13  
No. of Guest 1  
Rate 88.00

	Room No.	Arrival	Departure	No. of Guest	Rate
A-STANDARD	7717	5/29/13	5/30/13	1	88.00
1	7717				\$15.40
2	7717				\$6.00
3	7717				\$109.40CR
4	7717				
ROOM TAX					\$88.00
PARKING FEE					\$15.40
VISA/MASTERCARD					\$6.00
0614					\$109.40CR
* BALANCE DUE					\$ .00

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or full amount of these charges.

Signature

# WOULD YOU LIKE GREYHOUND TO RESTORE BUS SERVICE FOR SIERRA BLANCA?

The Far West Texas/El Paso Regional Transportation Coordination Committee seeks to assess potential ridership and document local preferences related to possible schedule and stop location to be used in a request to Greyhound Bus Lines to restore service to Sierra Blanca.

An open-house style public input session will be held

on

**Wednesday, May 29, 2013 from 4:30 – 6:00 PM MDT**

at

**TxDOT Maintenance Facility on Loop 460 in Sierra Blanca**

to

obtain public input and perspective on the introduction of regular scheduled Greyhound or other inter-city bus service for Sierra Blanca.

The input session will employ an open-house format allowing participants to learn more about the project, share their ideas and perspective and complete a brief survey any time between 4:30 and 6:00 PM. For more information or persons unable to attend the session but wanting a copy of the survey, please contact:

Bob Schwab

Regional Transportation Coordinator

Far West Texas/El Paso Regional Transportation Coordination Committee

Sponsored by El Paso County, Marfa Office

P.O. Box 1081

Marfa, Texas 79843













915-474-5116

[rschwab@epcounty.com](mailto:rschwab@epcounty.com)



**Directions to 101 S El Paso St, El Paso, TX  
79901, USA**  
194 mi – about 2 hours 52 mins

**A** 805 W Columbia St, Marfa, TX 79843, USA

1. Head **east** on **W Columbia St** toward **N Mesa St** go 62 ft  
total 62 ft
-  2. Take the 1st right onto **N Mesa St**  
About 58 secs go 0.2 mi  
total 0.2 mi
-  3. Turn left onto **W Lincoln St** go 102 ft  
total 0.2 mi
-  4. Take the 1st right onto **N Mesa St**  
About 46 secs go 0.3 mi  
total 0.5 mi
-  5. Take the 3rd right onto **US-90 W/W San Antonio St**  
Continue to follow **US-90 W**  
About 1 hour 4 mins go 72.9 mi  
total 73.4 mi
-  6. Turn left onto **W Frontage Rd**  
About 1 min go 0.2 mi  
total 73.6 mi
-  7. Take the **I-10 W** ramp on the left go 0.2 mi  
total 73.8 mi
-  8. Merge onto **I-10**  
About 1 hour 37 mins go 116 mi  
total 190 mi
-  9. Take exit **22B** for **US-54** toward **Patriot Frwy/Alamogordo/Juarez/Ft Bliss** go 0.3 mi  
total 191 mi
-  10. Keep left at the fork, follow signs for **Juarez** and merge onto **I-110 S**  
About 1 min go 1.0 mi  
total 192 mi
-  11. Turn right onto the ramp to **US-62 W/E Paisano Dr** go 56 ft  
total 192 mi
-  12. Keep left at the fork, follow signs for **U.S. 62 W** and merge onto **US-62 W/E Paisano Dr** go 2.5 mi  
total 194 mi
-  13. Turn right onto **S El Paso St**  
Destination will be on the left  
About 52 secs go 0.2 mi  
total 194 mi

**B** 101 S El Paso St, El Paso, TX 79901, USA

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.

Map data ©2013 Google, INEGI

Directions weren't right? Please find your route on [maps.google.ca](http://maps.google.ca) and click "Report a problem" at the bottom left.

## Search Results

**Current Search Terms:** robert\* schwab\*

No records found for current search.

SAM | System for Award Management 1.0

IBM v1.970.20130522-1640

**Note to all Users:** This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.



## El Paso County Auditor's Office Manual Voucher Form

Vendor No.: EMP02533 01  
 Voucher Total: \$656.05  
 No. of Lines: 1  
 T/C Hash : 208

Single Check (Y/N): \_\_\_\_\_  
 Date Entered: 06/06/2013  
 Entered by: AN

Preparer's Initials: AN  
 Amount Spelled: SIX HUNDRED FIFTY SIX DOLLARS AND FIVE CENTS

Vendor Name: RODRIGO ROBERTO GARCIA  
 JP2  
 Street: 500 EAST SAN ANTONIO

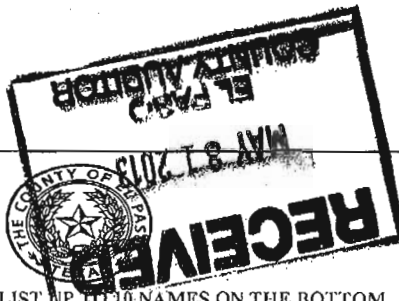
City, State, Zip: EL PASO TX 79901

Subject: C. CHRISTI, TX8/04-8/06/13TX JSTICE CRT TRNG CNTR

Line	Trans.	Amount	Index	Sub-Obj	G/L	Subsidiary	Bank #	Treasury #
01	208	656.05	GADMINGF	6705	145	JP2009		
	Desc:	C. CHRISTI, TX8/04-8/06/13TX JSTICE CRT TRNG CNTR						
02								
	Desc:							
03								
	Desc:							
04								
	Desc:							
05								
	Desc:							
06								
	Desc:							
07								
	Desc:							
08								
	Desc:							
09								
	Desc:							
10								
	Desc:							

Prepared by: JORGE LOPEZ TCAUD20-AUDITORS Date : 06/06/2013

Approved by: \_\_\_\_\_ Date : \_\_\_\_\_



95-1575

TJ

PLEASE NOTE: IF MORE THAN ONE PERSON ATTENDING, LIST UP TO 10 NAMES ON THE BOTTOM

County of El Paso  
Travel Request Form

Rodrigo Robert Garcia

Travel Type: ADVANCE

Name: ROBERT GARCIA Department: JUSTICE OF THE PEACE #2  
 Date of Trip: Departure Date: 08/04/13 Return Date: 08/06/13 Destination: CORPUS CHRISTI  
 \* Event: TEXAS JUSTICE COURT TRAINING CENTER 2013 LEGISLATIVE UPDATES-NEW RULES  
 County Related Purpose: COURT TRAINING

\* Use of GADMINGF Funds requires legislative impact explanation

Department Index: GADMINGF GADMINGF Sub-Object: 6705  
 COUNTY EMPLOYEE? CIRCLE/MOVE ARROW YES NO

Section 1: Guidelines for Determining Meal Rates Allowance MOVE ARROW

Please Check One (Departure meal rate)

on Date of Departure by After 12:00 P.M. Half Rate \$ 18.00  
 on Date of Departure by Before 12:00 P.M. Full Rate \$ 27.00

Please Check One (Return meal rate)

on Date of Return by Before 5:00 P.M. Half Rate \$ 18.00  
 on Date of Return by After 5:00 P.M. Full Rate \$ 36.00

\* \$36.0 per diem no receipts required. \*\*NOTE\*\* there is no meal per diem if you departure and return are on the same date  
 \* (Note: Please use the items checked above to fill out section 2 below)

Section 2: Travel Estimated Breakdown

\* CC CREDIT CARD EXPENSE BREAKDOWN

		* CC
Airfare	\$368.10	
Auto Rental		
Mileage (.40 /mile)		
Gas		
Meal rate on Departure date	18.00	
Meal per diem (\$36.00)	72.00 27	
Meal rate on Return date	36	
Lodging	93.00 106.95	
Other - Registration	100.00	
Other - Parking/Tolls		
Other - Taxi		
Other - Shuttle		
Other -		
TOTAL	\$651.10	\$0.00

FOR AUDITOR'S USE ONLY

Trans. Code: \_\_\_\_\_  
 Index: \_\_\_\_\_  
 Sub-Object: \_\_\_\_\_  
 Vendor: Emp 02533  
 Subsidiary: \_\_\_\_\_  
 Amount: \_\_\_\_\_

EMPLOYEE WILL REIMBURSED FROM OTHER SOURCE  Y/N

Section 3: Signature and List of Names:

ADVANCE FROM COUNTY \$651.10 \$0.00  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_

NOTATION: SIGNING OF THIS FORM IS AN ACKNOWLEDGEMENT OF THE COUNTY TRAVEL POLICY WHICH AUTHORIZES THE SALARY OFFSET OF WAGES FOR NONCOMPLIANCE

EMPLOYEE SIGNATURE \_\_\_\_\_  
 DEPT. HEADS SIGNATURE \_\_\_\_\_

C.C.O. DATE

DATE: 29-May-13

## El Paso County Travel Justification Form

Employee: Robert Garcia Signature [Signature] Date: 5/30/2013  
Dept. Head: [Signature] Signature [Signature] Date: 5/30/2013  
Dept: Justice of the Peace #: Job Title: Judge

Travel Funding Source: \_\_\_\_\_ County \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_  
Will any funds be reimbursed by another entity? \_\_\_\_\_  
Travel Account No: \_\_\_\_\_ Balance Remaining for FY \_\_\_\_\_

**Purpose: (check one)**

- Statutorily Required Training to Hold Elective Office**  
Statue Refrence:  
My effective office requires \_\_\_\_\_ number of training hours annually.  
I have already fulfilled \_\_\_\_\_ of these hours for this time period.  
Estimated hours to be obtained from this course? \_\_\_\_\_  
Please provide documentation for hours needed.
  
- Professional or Technical Training to Maintain License/Certification**  
(peace officers, attorneys, CPAs, technical certifications, etc.)  
My effective office requires \_\_\_\_\_ number of training hours annually.  
I have already fulfilled \_\_\_\_\_ of these hours for this time period.  
Estimated hours to be obtained from this course? \_\_\_\_\_
  
- Additional Professional or Technical Training NOT Required to Maintain License/Certification**
  
- Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy**  
Entity Name: \_\_\_\_\_  
Purpose of Visit: \_\_\_\_\_
  
- Travel for Program Revenue Enhancement/Sales Opportunity**  
Explain: \_\_\_\_\_
  
- Program Development Training**  
Explain: \_\_\_\_\_
  
- 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.)

# NEW RULES CURRICULUM

As provided by HB79, passed during the 82nd Legislative Session, the Supreme Court adopted new rules of Justice Court effective August 31, 2013. This class will introduce Justices of the Peace and Court Personnel to the new rules governing our courts which have been promulgated by the Supreme court. Legal analysis and impact on the court will be addressed by TJCTC legal staff. Questions and discussion time will be provided.

After the class the student should be able to:

- identify changes in procedure caused by the promulgation of new rules;
- understand the impact of the changes in court policy, procedures and forms;
- process cases correctly under the new rules;
- assimilate cases from the old system into the new system;
- use technology to locate the new rules, and process cases effectively and efficiently.

## WORKSHOP SCHEDULE & ATTENDANCE ELIGIBILITY

Day 1	8 to 9 a.m.	Registration/Continental Breakfast
	9 to Noon	Legislative Update
	Noon to 1 p.m.	Group Lunch
	1 to 4 p.m.	Legislative Update continues
Day 2	7 to 8 a.m.	Continental Breakfast
	8 a.m. to Noon	New Rules

*Lodging*  
 + 93 (2 nights)  
 13.95 (TAX 15%)  
 106.95

DATE OF WORKSHOP	LOCATION	SURCHARGE
July 22-23, 2013	San Marcos Embassy Suites San Marcos	Single or Share w/ Spouse \$47.50 + tax
July 25-26, 2013	San Antonio The Mengler Hotel	Single or Share w/ Spouse \$49.50 + tax
July 29-30, 2013	Tyler Holiday Inn South Broadway	Single or Share w/ Spouse \$42.50 + tax
August 1-2, 2013	League City South Shore Harbour	Single or Share w/ Spouse \$42.50 + tax
August 5-6, 2013	Copus Christ Omni Baymont	Single or Share w/ Spouse \$46.50 + tax
August 8-9, 2013	Granbury Resort Conference Center in conjunction with North Texas JPCA Conference	Town View King/Dbf. Queen — \$85 Lake View King/Dbf. Queen — \$104 See Registration Insert
August 13-14, 2013	South Padre Pearl Hotel	Single or Share w/ Spouse \$42.50 + tax
August 20-21, 2013	Lubbock Oveiton Hotel & Conf. Center	Single or Share w/Spouse \$42.50 + tax

**ATTENDANCE ELIGIBILITY:** You must be a justice of the peace or a full-time court clerk to attend. Attendees will be confirmed on a first come — first served basis. Space is limited, so please register as soon as possible.

# INVOICE

TEXAS JUSTICE  
 COURT TRAINING  
 CENTER  
 Texas State  
 University/San Marcos  
 701 Brazos Street Ste.  
 710  
 Austin , Texas 78701  
 (512) 347-9927  
 (512) 347-9921 fax

**PLEASE MAIL  
 INVOICE WITH  
 PAYMENT**  
 If your payment has been  
 submitted please disregard  
 invoice

Date:5/29/2013

Bill To:

Seminar: FY\_13 Legislative Update  
 Workshop

Seminar Location: Corpus Christi  
 Seminar Dates: 8/5/2013 - 8/6/2013

P.O. #	CHECK#	DATE PAYMENT RECEIVED	DUE DATE
			7/19/2013

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	Registration Fee	\$60	1
1	Texas State University Overhead Assessment	\$40	1
	Subtotal		<b>\$100</b>
		<b>TOTAL DUE</b>	<b>\$100</b>

Make all checks payable to: **Texas State University/San Marcos**  
 Please refer all inquiries to: Texas Justice Court Training Center , Laura Villarreal  
 (512) 347-9927, ext 200.



Search for hotels in Corpus Christi (08/04/2013 - 08/06/2013)

Close To (optional)

Center of destination within 30 miles

Show Only (optional)

Hotel Chains

[Shop All Hotel Chains](#)

Pickup Date

08/04/2013

Dropoff Date

08/06/2013

**Trip Total**

**\$368.10**

[Shop All](#)

constitutes acceptance of our Terms and Conditions. [Privacy Policy](#)

## El Paso County Auditor's Office Manual Voucher Form

Vendor No.: EMPO2710 01  
 Voucher Total: \$176.50  
 No. of Lines: 1  
 T/C Hash : 238

Single Check (Y/N): \_\_\_\_\_  
 Date Entered: 06/06/2013  
 Entered by: AN

Preparer's Initials: AN

Amount Spelled: ONE HUNDRED SEVENTY SIX DOLLARS AND FIFTY CENTS

Vendor Name: MELISSA LAIBINIS

Street: 500 EAST SAN ANTONIO  
 HR  
 City, State, Zip: EL PASO TX 79901

Subject: RMB CHICAGO, IL5/16-5/19/13SOLUTIONS PROMOTNG DIV

Line	Trans.	Amount	Index	Sub-Obj	G/L	Subsidiary	Bank #	Treasury #
01	238	176.50	SHERIFFLAW	6703				
	Desc:	RMB CHICAGO, IL5/16-5/19/13SOLUTIONS PROMOTNG DIV						
02								
	Desc:							
03								
	Desc:							
04								
	Desc:							
05								
	Desc:							
06								
	Desc:							
07								
	Desc:							
08								
	Desc:							
09								
	Desc:							
10								
	Desc:							

Prepared by: JORGE LOPEZ TCAUD20-AUDITORS

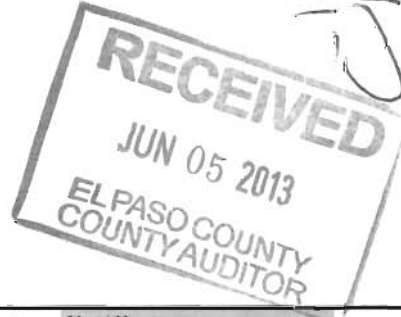
Date : 06/06/2013

Approved by: \_\_\_\_\_

Date : \_\_\_\_\_



County of El Paso
Travel Request Form



Travel
Type: REIMBURSEMENT

Name: Melissa Laibinis
Department: Sheriff
Date of Trip: Departure Date: 05/16/13 Return Date: 05/18/13
Destination: Oak Brook, IL
\* Event: I/O Solutions Inc. and Public Safety Recruitment
County Related Purpose:

\* Use of GADMINGF Funds requires legislative impact explanation

Department Index: SHERIFFLAW Sub-Object: 6703
COUNTY EMPLOYEE? CIRCLE/MOVE ARROW YES NO

Section 1: Guidelines for Determining Meal Rates Allowance MOVE ARROW

Please Check One (Departure meal rate)

on Date of Departure by After 12:00 P.M. Half Rate \$ 18.00
on Date of Departure by Before 12:00 P.M. Full Rate \$ 27.00

Please Check One (Return meal rate)

on Date of Return by Before 5:00 P.M. Half Rate \$ 18.00
on Date of Return by After 5:00 P.M. Full Rate \$ 36.00

\* \$36.0 per diem no receipts required. \*\*NOTE\*\* there is no meal per diem if you departure and return are on the same date

\* (Note: Please use the items checked above to fill out section 2 below)

Section 2: Travel Estimated Breakdown

\* CC CREDIT CARD EXPENSE BREAKDOWN

Table with 3 columns: Expense Category, Amount, and CC status. Includes items like Airfare (\$523.80), Meal rate on Departure date (27.00), Lodging (206.08), and TOTAL (\$915.38).

FOR AUDITOR'S USE ONLY

Trans. Code:
Index:
Sub-Object:
Vendor: EMP 02710
Subsidiary:
Amount:

8 REIMBURSED FROM OTHER SOURCE Y/N

Section 3: Signature and List of Names:

CC

NOTATION: SIGNING OF THIS FORM IS AN ACKNOWLEDGEMENT OF THE COUNTY

REIMBURSEMENT AMOUNT \$176.50
Name:

SALARY OFFSET OF WAGES FOR NONCOMPLIANCE

EMPLOYEE Signature
SIGNATURE
DEPT. HEADS Signature
SIGNATURE

C.C.O. DATE

DATE: 29-May-13

El Paso County Travel Justification Form

PAID

Employee: Melissa Laibinis Signature Melissa Laibinis Date: 3/25/2012  
Dept. Head: Richard D. Wiles Signature \_\_\_\_\_ Date: 3/25/2012  
Dept: HR Job Title: HR Manager

Travel Funding Source: X County \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_  
Will any funds be reimbursed by another entity? \_\_\_\_\_  
Travel Account No: \_\_\_\_\_ Balance Remaining for FY: \_\_\_\_\_

Purpose: (check one)

Statutorily Required Training to Hold Elective Office  
Statue Refrence:  
My effective office requires \_\_\_\_\_ number of training hours annually.  
I have already fulfilled \_\_\_\_\_ of these hours for this time period.  
Estimated hours to be obtained from this course? \_\_\_\_\_  
Please provide documentation for hours needed.

Professional or Technical Training to Maintain License/Certification  
(peace officers, attorneys, CPAs, technical certifications, etc.)  
My effective office requires \_\_\_\_\_ number of training hours annually.  
I have already fulfilled \_\_\_\_\_ of these hours for this time period.  
Estimated hours to be obtained from this course? \_\_\_\_\_

Additional Professional or Technical Training NOT Required to Maintain License/Certification

Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy  
Entity Name: \_\_\_\_\_  
Purpose of Visit: \_\_\_\_\_

Travel for Program Revenue Enhancement/Sales Opportunity  
Explain: \_\_\_\_\_

Program Development Training  
Explain: \_\_\_\_\_

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: \_\_\_\_\_

# PAID



PLEASE NOTE: IF MORE THAN ONE PERSON ATTENDING, LIST UP TO 10 NAMES ON THE BOTTOM

## County of El Paso Travel Request Form

TJ

### Travel

Type: **ADVANCE**

Name:	Melissa Laibinis	Department:	Sheriff
Date of Trip: Departure Date:	05/16/13	Return Date:	05/19/13
		Destination:	Chicago, IL
* Event	I/O Solutions Promoting Diversity through Recruitment, Testing and Assessment		
County Related Purpose:			

\* Use of **GADMINGF** Funds requires legislative impact explanation

Department Index: **SHERIFFLAW** Sub-Object: **6703**

COUNTY EMPLOYEE?  YES  NO

### Section 1: Guidelines for Determining Meal Rates Allowance MOVE ARROW

*Please Check One (Departure meal rate)*

on Date of Departure by After 12:00 P.M. Half Rate \$ 18.00

on Date of Departure by Before 12:00 P.M. Full Rate \$ 27.00

*Please Check One (Return meal rate)*

on Date of Return by Before 5:00 P.M. Half Rate \$ 18.00

on Date of Return by After 5:00 P.M. Full Rate \$ 36.00

\* \$36.0 per diem no receipts required. **\*\*NOTE\*\*** there is no meal per diem if you departure and return are on the same date

\*(Note: Please use the items checked above to fill out section 2 below)

### Section 2: Travel Estimated Breakdown

* CC CREDIT CARD EXPENSE BREAKDOWN	* CC
Airfare	\$419.80
Auto Rental	
Mileage (.40 /mile)	
Gas	
Meal rate on Departure date	27.00
Meal per diem (\$36.00)	18.00
Meal rate on Return date	18.00
Lodging	206.08
Other - Registration	
Other - Parking/Tolls	
Other - Taxi	
Other - Shuttle	50.00
Other - Baggage Fee	
<b>TOTAL</b>	<b>\$738.88</b>

### FOR AUDITOR'S USE ONLY

Trans. Code: \_\_\_\_\_

Index: \_\_\_\_\_

Sub-Object: \_\_\_\_\_

Vendor: **Emp 02710**

Subsidiary: \_\_\_\_\_

Amount: \_\_\_\_\_

REIMBURSED FROM OTHER SOURCE  Y/N

### Section 3: Signature and List of Names:

ADVANCE FROM COUNTY **\$738.88**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

NOTATION: SIGNING OF THIS FORM IS AN ACKNOWLEDGEMENT OF THE COUNTY TRAVEL POLICY WHICH AUTHORIZES THE SALARY OFFSET OF WAGES FOR NONCOMPLIANCE

EMPLOYEE **Melissa Laibinis**

SIGNATURE \_\_\_\_\_

DEPT. HEADS \_\_\_\_\_

SIGNATURE \_\_\_\_\_

C.C.O. DATE \_\_\_\_\_

DATE: 25-Mar-13



### County of El Paso Travel Expenditure Voucher

C.C.O.

Name: Melissa Laibinis Department: Sheriff  
 Date of Trip: Departure 05/16/13 Arrival Date: 05/18/13 Destination: Oak Brook IL  
 Purpose of Trip: I/O Solutions Inc. and Public Safety Recruitment Chicago, IL  
 Department Index: SHERIFFLAW Sub-Object: 6703

#### Section 1: Guidelines for Determining Meal Rates Allowance

*Please Check One (Departure meal rate)*

on Date of Departure by After 12:00 P.M. Half Rate \$ 18.00  
 on Date of Departure by Before 12:00 P.M. Full Rate \$ 27.00

*Please Check One (Return meal rate)*

on Date of Return by Before 5:00 P.M. Half Rate \$ 18.00  
 on Date of Return by After 5:00 P.M. Full Rate \$ 36.00

\* \$36.00 per diem no receipts required

\* (Note: Please use the items checked above to fill out section 2 below)

#### Section 2: Travel Expenditure Breakdown

Airfare ✓ \$523.80  
 Auto Rental \_\_\_\_\_  
 Mileage (.40 /mile) \_\_\_\_\_  
 Gas \_\_\_\_\_  
 \* Meal rate on Departure date ✓ 27.00  
 Meal per diem (\$36.00) ✓ 18.00  
 \* Meal rate on Return date ✓ 18.00  
 Lodging ✓ 206.08  
 Other - Registration \_\_\_\_\_  
 Other - Parking/Tolls ✓ 2.50  
 Other - Taxi ✓ 70.00  
 Other - Baggage ✓ 50.00  
 Other - Charger \_\_\_\_\_  
 Other - \_\_\_\_\_  
 TOTAL ✓ \$915.38

CC:

#### FOR AUDITOR'S USE ONLY

Trans. Code: \_\_\_\_\_  
 Index: \_\_\_\_\_  
 Vendor: \_\_\_\_\_  
 Subsidiary: \_\_\_\_\_  
 Amount: \_\_\_\_\_  
 Date Entered: \_\_\_\_\_

#### Section 3: Check(s) Made Payable to:

1287620 County Check No.

\_\_\_\_\_ Deposit Warrant No.

SIGNATURE M. Laibinis

ADVANCE FROM COUNTY: 738.88

TOTAL EXPENDITURES: 915.38

DATE: 29-May-13

REFUND TO THE EMPLOYEE (\$176.50)

## El Paso County Auditor's Office Manual Voucher Form

Vendor No.: EMPO2765 01  
 Voucher Total: \$151.50  
 No. of Lines: 1  
 T/C Hash : 208

Single Check (Y/N): \_\_\_\_\_

Date Entered: 06/06/2013  
 Entered by: AN

Preparer's Initials: AN

Amount Spelled: ONE HUNDRED FIFTY ONE DOLLARS AND FIFTY CENTS

Vendor Name: CHRISTIAN NILL  
FAM AND COMM SRVC  
 Street: 500 EAST SAN ANTONIO

City, State, Zip: EL PASO TX 79901

Subject: ADDNL FND SAN MARCOS, TX6/17-6/19/13BLDNG COMM GRW

Line	Trans.	Amount	Index	Sub-Obj	G/L	Subsidiary	Bank #	Treasury #
01	208	151.50	GADMINGF	6705	145	CSD009		
	Desc:	ADDNL FND SAN MARCOS, TX6/17-6/19/13BLDNG COMM GRW						
02								
	Desc:							
03								
	Desc:							
04								
	Desc:							
05								
	Desc:							
06								
	Desc:							
07								
	Desc:							
08								
	Desc:							
09								
	Desc:							
10								
	Desc:							

Prepared by: JORGE LOPEZ TCAUD20-AUDITORS Date: 06/06/2013

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_



### County of El Paso Travel Expenditure Voucher

C.C.O.

Name: Christian Nill Department: Family and Community Services  
 Date of Trip: Departure 06/17/13 Arrival Date: 06/19/13 Destination: San Marcos, Texas  
 Purpose of Trip: Conference: Building Communities From the Ground Up  
 Department Index: COMMSVCS ADMIN Sub-Object: 6602 6705

#### Section 1: Guidelines for Determining Meal Rates Allowance

Please Check One (Departure meal rate)

on Date of Departure by After 12:00 P.M. Half Rate \$ 18.00  
 on Date of Departure by Before 12:00 P.M. Full Rate \$ 27.00

Please Check One (Return meal rate)

on Date of Return by Before 5:00 P.M. Half Rate \$ 18.00  
 on Date of Return by After 5:00 P.M. Full Rate \$ 36.00

\* \$35.00 per diem no receipts required

\* (Note: Please use the items checked above to fill out section 2 below)

#### Section 2: Travel Expenditure Breakdown

Airfare	<u>151.50</u>	\$268.00	<u>237</u>
Auto Rental		<u>21.37</u>	
Mileage (.40 /mile)			
Gas			
* Meal rate on Departure date		18.00	
Meal per diem (\$36.00)		27.00	
* Meal rate on Return date		<u>36.00</u>	<u>27</u>
Lodging (HOT 15%)		251.71	
Other - Registration		195.00	
Other - Parking/Tolls			
Other - Taxi			
Other -			
Other -			
Other -			
TOTAL	<u>758.01</u>	\$1,039.08	

#### FOR AUDITOR'S USE ONLY

Trans. Code: \_\_\_\_\_  
 Index: \_\_\_\_\_  
 Vendor: EMP02705  
 Subsidiary: \_\_\_\_\_  
 Amount: \_\_\_\_\_  
 Date Entered: \_\_\_\_\_

#### Section 3: Check(s) Made Payable to:

114 County Check No. 4151.50  
 \_\_\_\_\_ Deposit Warrant No.

SIGNATURE \_\_\_\_\_

ADVANCE FROM COUNTY: \_\_\_\_\_

TOTAL EXPENDITURES: \$1,039.08

DATE: 23-May-13

REFUND TO THE EMPLOYEE (\$1,039.08)

**Victor Perez (County Auditors)**

**From:** Yvonne Garcia  
**Sent:** Wednesday, June 05, 2013 8:49 AM  
**To:** Victor Perez (County Auditors)  
**Subject:** RE: Travel Requests



Victor,

Yes, below is the new price.

**El Paso, TX to Austin, TX**

**Air** Total Price: \$388.80

**ITINERARY**

<b>DEPART</b> JUN 17	03:45 PM	Depart El Paso, TX (ELP) on Southwest Airlines	<b>Flight</b> #2773		<b>Monday, June 17, 2013</b> Travel Time 1 h 30 m (Nonstop) Wanna Get Away
<b>MON</b>	08:15 PM	Arrive in Austin, TX (AUS)			
<b>RETURN</b> JUN 19	04:50 PM	Depart Austin, TX (AUS) on Southwest Airlines	<b>Flight</b> #2556		<b>Wednesday, June 19, 2013</b> Travel Time 1 h 30 m (Nonstop) Wanna Get Away
<b>WED</b>	05:20 PM	Arrive in El Paso, TX (ELP)			

**From:** Victor Perez (County Auditors)  
**Sent:** Wednesday, June 05, 2013 8:38 AM  
**To:** Yvonne Garcia  
**Subject:** FW: Travel Requests

Yvonne,

Please verify if the airfare cost provided below for Christian Nill has changed.

Thanks,

Victor



## El Paso County Travel Justification Form

Employee: Christian Nill Signature [Signature] Date: 5/22/2013  
Dept. Head: Rosemary Neill Signature [Signature] Date: \_\_\_\_\_  
Dept: COMMSVCS Job Title: Economic Development Specialist

Travel Funding Source: X County      Grant      Other       
Will any funds be reimbursed by another entity? No  
Travel Account No: \_\_\_\_\_ Balance Remaining for FY: \_\_\_\_\_

**Purpose: (check one)**

**Statutorily Required Training to Hold Elective Office**

Statue Refrence:

My effective office requires \_\_\_\_\_ number of training hours annually.

I have already fulfilled \_\_\_\_\_ of these hours for this time period.

Estimated hours to be obtained from this cours? \_\_\_\_\_

Please provide documentation for hours needed.

**Professional or Technical Training to Maintain License/Certification**

(peace officers, attorneys, CPAs, technical certifications, etc.)

My effective office requires \_\_\_\_\_ number of training hours annually.

I have already fulfilled \_\_\_\_\_ of these hours for this time period.

Estimated hours to be obtained from this cours? \_\_\_\_\_

**Additional Professional or Technical Training NOT Required to Maintain License/Certification**

**Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy**

Entity Name: \_\_\_\_\_

Purpose of Visit: \_\_\_\_\_

**Travel for Program Revenue Enhancement/Sales Opportunity**

Explain: A rural economic development conference

**Program Development Training**

Explain: \_\_\_\_\_

**Travel to Professional, County, or Elected Officials' Organization Meeting/Convention**

(County Clerk's Association, TAG, 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: \_\_\_\_\_

## El Paso County Auditor's Office Manual Voucher Form

Vendor No.: V002467 01  
 Voucher Total: \$1,170.25  
 No. of Lines: 1  
 T/C Hash: 238

Single Check (Y/N): \_\_\_\_\_  
 Date Entered: 06/06/2013  
 Entered by: D7

Preparer's Initials: D7  
 Amount Spelled: ONE THOUSAND ONE HUNDRED,  
 SEVENTY DOLLARS AND TWENTY FIVE CENTS

Vendor Name: JAIME ESPARZA, D.A., SPECIAL ACCT

Street: 500 E. SAN ANTONIO, ROOM 203

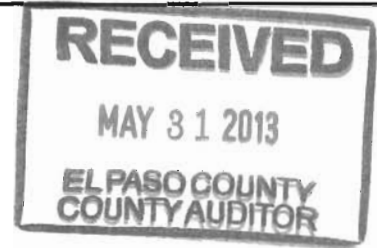
City, State, Zip: EL PASO TX 79901

Subject: RANCHO VIEJO, TX3/20-3/21/13REGION 3 BPU MEETING

Line	Trans.	Amount	Index	Sub-Obj	G/L	Subsidiary	Bank #	Treasury #
01	238	1,170.25	DABORDERPR13	6602				
	Desc:	RANCHO VIEJO, TX3/20-3/21/13REGION 3 BPU MEETING						
02	Desc:							
03	Desc:							
04	Desc:							
05	Desc:	<b>GRANT FUNDS</b>						
06	Desc:	6/6/13 EM						
07	Desc:							
08	Desc:							
09	Desc:							
10	Desc:							

Prepared by: EDWIN MORALES TCAUD48-AUDITORS EM Date: 06/06/2013

Approved by: Yamona Gray Date: 6/6/13



### County of El Paso Travel Request Form

**Travel**Type: **REIMBURSEMENT**

Name:	Jaime Esparza	Department:	District Attorney
Date of Trip: Departure Date:	03/20/13	Return Date:	03/21/13
		Destination:	RANCHO VIEJO, TX
* Event	REGION III BPU MEETING IN RANCHO VIEJO, TX		
County Related Purpose:	BPU		
Department Index:	DABORDERPR12	Sub-Object:	

COUNTY EMPLOYEE? CIRCLE/MOVE ARROW YES NO

**Section 1: Guidelines for Determining Meal Rates Allowance** MOVE ARROW

Please Check One (Departure meal rate)

- on Date of Departure by After 12:00 P.M. Half Rate \$ 18.00  
 on Date of Departure by Before 12:00 P.M. Full Rate \$ 27.00

Please Check One (Return meal rate)

- on Date of Return by Before 5:00 P.M. Half Rate \$ 18.00  
 on Date of Return by After 5:00 P.M. Full Rate \$ 36.00

\* \$36.0 per diem no receipts required. \*\*NOTE\*\* there is no meal per diem if your departure and return are on the same date  
 \* (Note: Please use the items checked above to fill out section 2 below)

**Section 2: Travel Estimated Breakdown**

\* CC CREDIT CARD EXPENSE BREAKDOWN

	* CC
Airfare	\$768.10 ✓
Auto Rental	93.94 ✓
Mileage (.40 /mile)	
Gas	33.39 ✓
Meal rate on Departure date	18.00 ✓
Meal per diem (\$36.00)	<del>36.00</del> ✓
Meal rate on Return date	<del>36.00</del> ✓
Lodging	182.32 ✓
Other - Registration	
Other - Parking/Tolls	29.50 ✓
Other - Taxi	
Other - Shuttle	
Other -	
<b>TOTAL</b>	<del>63.00</del> <del>590.00</del> \$1,107.25

**FOR AUDITOR'S USE ONLY**

Trans. Code: \_\_\_\_\_  
 Index: \_\_\_\_\_  
 Sub-Object: \_\_\_\_\_  
 Vendor: \_\_\_\_\_  
 Subsidiary: \_\_\_\_\_  
 Amount: \_\_\_\_\_

EMPLOYEE WILL REIMBURSED FROM OTHER SOURCE  Y  N**Section 3: Signature and List of Names:**

REIMBURSEMENT AMOUNT

1170.25  
~~5117.25~~ CCTravelers:  
Jaime Esparza

NOTATION: SIGNING OF THIS FORM IS AN ACKNOWLEDGEMENT OF THE COUNTY TRAVEL POLICY WHICH AUTHORIZES THE SALARY OFFSET OF WAGES FOR NONCOMPLIANCE

EMPLOYEE Jaime Esparza  
SIGNATURE  
DEPT. HEADS  
SIGNATURE

C.C.O. DATE

DATE: 26-Apr-13

El Paso County Travel Justification Form

Employ: Jaime Esparza

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Dept. H Jaime Esparza

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Dept: District Attorney

Job Title: District Attorney

Travel Funding Source: \_\_\_\_\_ County  Grant \_\_\_\_\_ Other \_\_\_\_\_

Will any funds be reimbursed by another entity?

Travel Account No: \_\_\_\_\_ Grant# DABORDERPR12 Balance Remaining for FY: \_\_\_\_\_

**Purpose: (check one)**

**Statutorily Required Training to Hold Elective Office**

Statue Refrence:

My effective office requires \_\_\_\_\_ number of training hours annually.

I have already fulfilled \_\_\_\_\_ of these hours for this time period.

Estimated hours to be obtained from this cours? \_\_\_\_\_

Please provide documentation for hours needed. \_\_\_\_\_

**Professional or Technical Training to Maintain License/Certification**

(peace officers, attorneys, CPAs, technical certifications, etc.)

My effective office requires \_\_\_\_\_ number of training hours annually.

I have already fulfilled \_\_\_\_\_ of these hours for this time period.

Estimated hours to be obtained from this cours? \_\_\_\_\_

**Additional Professional or Technical Training NOT Required to Maintain License/Certification**

**Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy**

Entity Name: \_\_\_\_\_

Purpose of Visit: \_\_\_\_\_

**Travel for Program Revenue Enhancement/Sales Opportunity**

Explain: \_\_\_\_\_

**Program Development Training**

Explain: \_\_\_\_\_

**Travel to Professional, County, or Elected Officials' Organization Meeting/Convention**

(County Clerk's Association, TAG, 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: BPU Region III Meeting in Rancho Viejo, TX

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**JAIME E. ESPARZA**  
DISTRICT ATTORNEY - 34TH JUDICIAL DISTRICT  
SPECIAL FUND  
500 E. SAN ANTONIO AVE. RM. 203  
EL PASO, TX 79901-2420

INTER NATIONAL BANK  
EL PASO  
EL PASO, TX  
88-1527-1149

5/15/2013

PAY TO THE ORDER OF **CITIBANK**

\$ \*\*1,917.19

One Thousand Nine Hundred Seventeen and 19/100\*\*\*\*\* DOLLARS

CITIBANK  
P.O. BOX 183173  
COLUMBUS, OHIO  
43218-3173

VOID AFTER SIX MONTHS

AUTHORIZED SIGNATURE

MEMO ACCT#7996; STMT DATE:5/3/13



JAIME E. ESPARZA/DISTRICT ATTORNEY- 34TH JUDICIAL DISTRICT/SPECIAL FUND

19347

CITIBANK		5/15/2013	
TRAVEL:(IN STATE) 6705:LODGING	Comfort Suites; Mesquite, TX;4/3-4/13; acct#277887388; Memorial Services will be refunded		69.34
TRAVEL:(IN STATE) 6705:AIR FARE	Southwest Airlines: 4/14-15/13; ELP-ATX;Roundtable Intervention and Prevention Programs(BIPPS);Conf#		320.80
TRAVEL:(IN STATE) 6705:AIR FARE	Southwest Airlines:4/9-11/13; ELP-HARLINGEN, TX; BPU REGION III:Rancho Viejo; Conf#GMAOHJ		768.10
TRAVEL:(IN STATE) 6705:AIR FARE	Southwest Airlines: 4/17/13; ELP-ATX; Conf#A72WUX;		409.80
TRAVEL:(IN STATE) 6705:FUEL	Speedy Stop: Fuel for rental in Harligen, TX; Receipt#4598694-F2V		33.39
TRAVEL:(IN STATE) 6705:CAR RENTAL	Enterprise Rent-A-Car; Harligen, TX; 4/9-11/2013;RA#133432902;		93.94
TRAVEL:(IN STATE) 6705:PARKING	El Paso International Airport; Parking Receipt#167381;4/9-11/13; BPU Region III Meeting		29.50
TRAVEL:(IN STATE) 6705:LODGING	Rancho Viejo Resort; Folio:110856; 4/9-11/13; BPU Region III Meeting		182.32
DA Special Acct	ACCT#7996; STMT DATE:5/3/13		1,917.19

JAIME E. ESPARZA/DISTRICT ATTORNEY- 34TH JUDICIAL DISTRICT/SPECIAL FUND

19347

CITIBANK		5/15/2013	
TRAVEL:(IN STATE) 6705:LODGING	Comfort Suites; Mesquite, TX;4/3-4/13; acct#277887388; Memorial Services will be refunded		69.34
TRAVEL:(IN STATE) 6705:AIR FARE	Southwest Airlines: 4/14-15/13; ELP-ATX;Roundtable Intervention and Prevention Programs(BIPPS);Conf#		320.80
TRAVEL:(IN STATE) 6705:AIR FARE	Southwest Airlines:4/9-11/13; ELP-HARLINGEN, TX; BPU REGION III:Rancho Viejo; Conf#GMAOHJ		768.10
TRAVEL:(IN STATE) 6705:AIR FARE	Southwest Airlines: 4/17/13; ELP-ATX; Conf#A72WUX;		409.80
TRAVEL:(IN STATE) 6705:FUEL	Speedy Stop: Fuel for rental in Harligen, TX; Receipt#4598694-F2V		33.39
TRAVEL:(IN STATE) 6705:CAR RENTAL	Enterprise Rent-A-Car; Harligen, TX; 4/9-11/2013;RA#133432902;		93.94
TRAVEL:(IN STATE) 6705:PARKING	El Paso International Airport; Parking Receipt#167381;4/9-11/13; BPU Region III Meeting		29.50
TRAVEL:(IN STATE) 6705:LODGING	Rancho Viejo Resort; Folio:110856; 4/9-11/13; BPU Region III Meeting		182.32
DA Special Acct	ACCT#7996; STMT DATE:5/3/13		1,917.19



4556709880001799602115990211599031

Account Number	Payment Date	New Balance	Total Amount Due	Enter Amount Paid
XXXX-XXXX-XXXX-7996	05/28/2013	\$2,115.99	\$2,115.99	



JAIME ESPARZA  
 241  
 500 E SAN ANTONIO AVE  
 ROOM 201  
 EL PASO TX 79901-2420

\*\*T0003466

CITIBANK  
 P.O. BOX 183173  
 COLUMBUS, OH  
 43218-3173

For a credit balance refund, or a telephone or address change, please place an X in the parentheses ( ) and make the desired changes on the reverse side. Thank you.

Payment coupon: Please tear along perforation and return this portion with your payment. Make check or money order payable in U.S. dollars on a U.S. bank to Citibank. Include account number on check or money order. No cash please. Do not staple or tape your check to this coupon.

### CITIBANK CORPORATE CARD

Statement Date

05/03/13

Due Date

05/28/13

Credit Line	Previous Balance	Payments and Credits	New Charges	New Balance
\$5,000	\$1,021.76	\$1,054.24	\$2,148.47	\$2,115.99

For customer service call or write 1-800-248-4553 P.O. Box 6125 Sioux Falls, SD 57117

Send payments to: Citibank P.O. Box 183173 Columbus, OH 43218-3173

Account Number	Available Credit Line	Cash Advance Limit*	Available Cash Line**
XXXX-XXXX-XXXX-7996	\$2,884	\$0	\$00

Sale Date	Post Date	Reference Number	Type of Activity	Total Amount
04/04	04/08	55460293096006000206623	COMFORT SUITES MESQUITE TX FOLIO# 0114006382 ARRIVAL: 04-03-13	69.34
04/04	04/08	55432863095000520090407	SOUTHWES 5262119805273 800-435-9792 TX ESPARZA/JAIME DEPARTURE: 04/17/13	198.80
04/05	04/08	55432863096000878041100	ELP WN S AUS WN S ELP SOUTHWES 5262119978733 800-435-9792 TX ESPARZA/JAIME DEPARTURE: 04/14/13	320.80 ✓
04/04	04/08	55432863095000520090415	ELP WN W AUS WN S ELP SOUTHWES 5262119718981 800-435-9792 TX ESPARZA/JAIME DEPARTURE: 04/09/13	768.10 ✓
04/08	04/10	55432863099000965701142	ELP WN Y HOU WN Y HRL WN Q DAL WN Q ELP SOUTHWES 5262120560453 800-435-9792 TX ESPARZA/JAIME DEPARTURE: 04/17/13	409.80 ✓
04/11	04/12	05486803102378001255385	ELP WN W AUS WN W ELP EXXONMOBIL 45986940 HARLINGEN TX	33.39 ✓
04/11	04/12	05410193101060334329024	ENTERPRISE RENT-A-CAR HARLINGEN TX AGREEMNT# 133432902 HARLINGE	93.94 ✓
04/11	04/15	25265863102102046398201	EL PASO INTL AIRPORT 9 EL PASO TX	29.50 ✓
04/11	04/15	25423173103103316523301	RANCHO VIEJO RESORTS M RANCHO VIEJO TX FOLIO# 1000110856 ARRIVAL: 04-09-13	182.32 ✓
04/15	04/17	75472333107105239464055	PAYMENT - THANK YOU	1,021.76 py
04/15	04/17	55436873106161061322120	INTERCONTINENTAL HOTEL AUSTIN TX FOLIO# 121606643 ARRIVAL: 04-14-13	32.48 ✓
04/17	04/19	25265863108108068985001	EL PASO INTL AIRPORT 9 EL PASO TX	10.00 ✓
04/15	04/24	55436873113161061323251	INTERCONTINENTAL HOTEL AUSTIN TX FOLIO# 121606643 ARRIVAL: 04-15-13	32.48 cr

ACCOUNT SUMMARY CURRENT PERIOD		Previous Balance	Payments	Credits	Purchases and Advances	Interest Charges	New Balance
Purchases		\$1,021.76	-\$1,021.76	-\$32.48	\$2,148.47		\$2,115.99
Advances							
TOTALS		\$1,021.76	-\$1,021.76	-\$32.48	\$2,148.47		\$2,115.99

<b>DAYS IN BILLING PERIOD:</b> 30	<b>Purchases</b>	<b>Cash Advances</b>	Amount Over Credit Limit:	\$0.00
Balance Subject To Interest Charges >	\$0.00	\$0.00	Amount Past Due:	\$0.00
Periodic Rate >	.0000%	.0000%	Net Total Charges:	\$2,115.99
ANNUAL PERCENTAGE RATE >	.000%	.000%	Total Cash Advances:	\$0.00
			Current Period Total:	\$2,115.99

\*Cash Advance Limit is a portion of your Total Credit Line

\*\* Available Cash Line is a portion of your Available Credit Line



21251230 - 023614 - 0002 - 0002 - 2

Account Number	Payment Date	New Balance	Total Amount Due	Enter Amount Paid
XXXX-XXXX-XXXX-7996	05/28/2013	\$2,115.99	\$2,115.99	

JAIME ESPARZA  
 241  
 500 E SAN ANTONIO AVE  
 ROOM 201  
 EL PASO TX 79901-2420

CITIBANK  
 P.O. BOX 183173  
 COLUMBUS, OH  
 43218-3173

For a credit balance refund, or a telephone or address change, please place an X in the parentheses ( ) and make the desired changes on the reverse side. Thank you.

Payment coupon: Please tear along perforation and return this portion with your payment. Make check or money order payable in U.S. dollars on a U.S. bank to Citibank. Include account number on check or money order. No cash please. Do not staple or tape your check to this coupon.

## CITIBANK CORPORATE CARD

Statement Date  
05/03/13

Due Date  
05/28/13

Credit Line	Previous Balance	Payments and Credits	New Charges	New Balance
\$5,000	\$1,021.76	\$1,054.24	\$2,148.47	\$2,115.99

For customer service call or write 1-800-248-4553 P.O. Box 6125 Sioux Falls, SD 57117

Send payments to: Citibank P.O. Box 183173 Columbus, OH 43218-3173

Account Number	Available Credit Line	Cash Advance Limit*	Available Cash Line**
XXXX-XXXX-XXXX-7996	\$2,884	\$0	\$00

Sale Date	Post Date	Reference Number	Type of Activity	Total Amount
-----------	-----------	------------------	------------------	--------------

Citi is committed to the reduction of paper. Within the Commercial Cards business, you can switch to online statements now by registering your card on CitiManager at <https://home.cards.citidirect.com/CommercialCard/Cards.html> Thanks to those who already access statements online, together we are saving 2,170 trees each year through this initiative alone.

The foreign currency conversion rate used to convert your foreign transactions to U.S. dollars includes a service fee of 1% assessed to Citibank by the applicable bankcard association.

ACCOUNT SUMMARY CURRENT PERIOD	Purchases Advances TOTALS	Previous Balance	Payments	Credits	Purchases and Advances	Interest Charges	New Balance
						Amount Over Credit Limit: Amount Past Due: Net Total Charges: Total Cash Advances: Current Period Total:	

\*Cash Advance Limit is a portion of your Total Credit Line

\*\* Available Cash Line is a portion of your Available Credit Line



**JAIMIE ESPARZA, District Attorney**  
*34<sup>th</sup> Judicial District, El Paso, Texas*

MEMORANDUM

From the Desk of Amy Lujan

Date: April 17, 2013

EXPENSE SHEET

Trip: Conference: BPU MEETING

Date: APRIL 9, 2013 TO APRIL 11TH

City: HARLINGEN, TEXAS-RANCHO VIEJO

Date	Registration	Airline	Car Rental	Parking	Mileage	Hotel	Breakfast	Lunch	Dinner	Misc
4/9/13		768.10	93.94			182.32				
4/10/13							PER DIEM	PD	PD	
4/11/13				\$29.50			PER DIEM	PD	PD	GAS-\$33.39

Note: Reimburse Per Diem only



**JAIME E. ESPARZA**  
DISTRICT ATTORNEY - 34TH JUDICIAL DISTRICT  
SPECIAL FUND  
500 E. SAN ANTONIO AVE. RM. 203  
EL PASO, TX 79901-2420

**INTER NATIONAL BANK**  
EL PASO  
EL PASO, TX  
88-1527-1149

4/26/2013

PAY TO THE ORDER OF JAIME ESPARZA

\$ \*\*90.00

Ninety and 00/100\*\*\*\*\* DOLLARS

JAIME ESPARZA

VOID AFTER SIX MONTHS

*Karen Larose*  
AUTHORIZED SIGNATURE

MEMO Per Diem: for travel to Rancho Viejo 4/9-11/13

⑈019296⑈ ⑆114915272⑆ 80 3256 4⑈

JAIME E. ESPARZA/DISTRICT ATTORNEY- 34TH JUDICIAL DISTRICT/SPECIAL FUND		19296
JAIME ESPARZA	4/26/2013	
TRAVEL:(IN STATE) 6705:PER DIEM	Per Diem for Jaime Esparza for travel: BPU Region II Meeting in Rancho Viejo, TX: Departure:4/9/13(\$18), 4/10/13(\$36) and Return 4/11(\$36)	90.00

DA Special Acct Per Diem: for travel to Rancho Viejo 4/9-11/13 90.00

JAIME E. ESPARZA/DISTRICT ATTORNEY- 34TH JUDICIAL DISTRICT/SPECIAL FUND		19296
JAIME ESPARZA	4/26/2013	
TRAVEL:(IN STATE) 6705:PER DIEM	Per Diem for Jaime Esparza for travel: BPU Region II Meeting in Rancho Viejo, TX: Departure:4/9/13(\$18), 4/10/13(\$36) and Return 4/11(\$36)	90.00

DA Special Acct Per Diem: for travel to Rancho Viejo 4/9-11/13 90.00

PAYMENT RECORD

Amy Lujan

BFL

**From:** Natalie Elias  
**Sent:** Thursday, April 04, 2013 11:06 AM  
**To:** Amy Lujan  
**Subject:** FW: Southwest Airlines Confirmation-ESPARZA/JAIME-Confirmation: GMAOHJ

**From:** Southwest Airlines [mailto:SouthwestAirlines@luv.southwest.com]  
**Sent:** Thursday, April 04, 2013 11:03 AM  
**To:** Natalie Elias  
**Subject:** Southwest Airlines Confirmation-ESPARZA/JAIME-Confirmation: GMAOHJ

You're all set for your trip!



[My Account](#) | [View My Itinerary Online](#)

Check In Online	Check Flight Status	Change Flight	Special Offers	Hotel Deals	Car Deals
-----------------	---------------------	---------------	----------------	-------------	-----------

### Ready for takeoff!



Thanks for choosing Southwest for your trip! You'll find everything you need to know about your reservation below. Happy travels!

### AIR Itinerary

**AIR Confirmation:** GMAOHJ      Confirmation Date: 04/4/2013

Passenger(s)	Rapid Rewards #	Ticket #	Expiration	Est. Points Earned
ESPARZA/JAIME	00000020939623	5262119718981	Apr 4, 2014	6044



Rapid Rewards points earned are only estimates. Visit your (MySouthwest, Southwest.com or Rapid Rewards) account for the most accurate totals - including A-List & A-List Preferred bonus points.

Date	Flight	Departure/Arrival
------	--------	-------------------

Tue Apr 9	3512	Depart <b>EL PASO TX (ELP)</b> on Southwest Airlines at <b>1:40 PM</b> Arrive in <b>HOUSTON HOBBY (HOU)</b> at 4:30 PM
-----------	------	---

Anytime

	332	Change planes to Southwest Airlines in <b>HOUSTON HOBBY (HOU)</b> at 7:35 PM
--	-----	--

Arrive in **HARLINGEN TX (HRL)** at **8:30 PM**  
Travel Time 5 hrs 50 mins

Anytime

Thu Apr 11	147	Depart <b>HARLINGEN TX (HRL)</b> on Southwest Airlines at <b>5:05 PM</b> Arrive in <b>DALLAS LOVE FIELD (DAL)</b> at 6:30 PM
------------	-----	---

Wanna Get Away

	46	Change planes to Southwest Airlines in <b>DALLAS LOVE FIELD (DAL)</b> at 7:05 PM
--	----	--

Arrive in **EL PASO TX (ELP)** at **7:50 PM**

Travel Time 3 hrs 45 mins

Wanna Get Away

#### What you need to know to travel:

- Don't forget to check in for your flight(s) 24 hours before your trip on southwest.com or your mobile device. This will secure your boarding position on your flights.
- Southwest Airlines does not have assigned seats, so you can choose your seat when you board the plane. You will be assigned a boarding position based on your checkin time. The earlier you check in, within 24 hours of your flight, the earlier you get to board.

Air Cost: 768.10

Carry-on Items: 1 Bag + small personal item are free see full details. Checked Items: First and second bags are free, size and weight limits apply.

Fare Rule(s): 5262119718981: NONREF/NONTRANSFERRABLE/STANDBY REQ UPGRADE TO Y.

Valid only on Southwest Airlines. All travel involving funds from this Confirmation Number must be completed by the expiration date. Unused travel funds may only be applied toward the purchase of future travel for the individual named on the ticket. Any changes to this itinerary may result in a fare increase.

ELP WN X/HOU WN HRL371.16YL WN X/DAL WN ELP304.19QLA7PNRO 675.35 END  
ZPELPHOUHRLDAL XFELP4.5HOU3HRL4.5DAL4.5AY10.00\$ELP2.50 HOU2.50 HRL2.50

EARLYBIRD  
CHECK-IN™  
Let us take care of Check-in for you  
ONLY \$12 ONE-WAY  
Get It Now

Find a Hotel  
See ratings, photos and rates for over 40,000 hotels.  
Book a Hotel

Rent Some Wheels  
Explore your destination on the perfect set of wheels.  
Rent a Car

### Important Check-In Reminder

Be sure to arrive at the departure gate with your boarding pass at least 10 minutes before your scheduled departure time. Otherwise, your reserved space may be cancelled and you won't be eligible for denied booking compensation.



Go to Boarding School



Get EarlyBird Check-In™ Details

### Cost and Payment Summary

AIR - GMAOHJ

Base Fare	\$ 675.35
Excise Taxes	\$ 50.65
Segment Fee	\$ 15.60
Passenger Facility Charge	\$ 16.50
September 11th Security Fee	\$ 10.00
<b>Total Air Cost</b>	<b>\$ 768.10</b>

#### Payment Information

Payment Type: Mastercard XXXXXXXXXXXXXXX7996  
 Date: Apr 4, 2013  
 Payment Amount: \$768.10

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# Expense Sheet

**BPU Trip**  
**Rancho Viejo**  
**April 9-11, 2013**

**WELCOME TO**  
**SPEEDY STOP #35**  
SPEEDY STOP #3

HARLINGE TX  
DEALER: 4598694-F2V  
DUPLICATE RECEIPT >

ALER# 4598694-F2V  
EEDY STOP #3

LINGE TX

terCard X7996

# 799

15

ZA/JAIME

\* F2W2261

# 082504

AL # F2W226

4/11/13 14:58

08 UNLD

9.853

AL \$ 3.389

) \$33.39

DIESEL FUEL CONTAINS  
UP TO 5% BIODIESEL  
STATE DIESEL TAX  
\$0.19 PER GALLON

**NKS COME AGAIN**

TILL XXXX DR# 0 TRAN#

CSH: 0

04/11/13 14:58:02

# Expense Sheet

**BPU Trip**

**Rancho Viejo**

**April 9-11, 2013**

167381



## RECEIPT

El Paso International Airport

SOUTHLAND PRINTING / SHREVEPORT, LA.

827564

5129 04/09 11:56 04/11 20:10 \$29.50 7996



# Rancho Viejo Resort & Country Club

1 Rancho Viejo Drive  
 Rancho Viejo, TX 78575  
 956.350.4000  
 reservations@rvrcc.com

TAX ID:

Jaime Esparza  
 500 East  
 El Paso, TX 79901

Room	Folio	CheckIn	CheckOut	Balance
03093	110856	04/09/2013	04/11/2013	0.00

A

Date	Room	Description / Voucher	Charges	Credits	Balance
04/09/2013	03093	Room Charge	86.00	0.00	86.00
04/09/2013	03093	Occupancy Tax - 6.000%	5.16	0.00	91.16
04/10/2013	03093	Room Charge	86.00	0.00	177.16
04/10/2013	03093	Occupancy Tax - 6.000%	5.16	0.00	182.32
04/11/2013	03093	Visa/Mastercard - ...7996 AP: 065198	0.00	182.32	0.00
		<b>Balance Due</b>			<b>0.00</b>
		<b>Summary and Taxes</b>			
		Taxable Sales			172.00
		Occupancy Tax 6.00%			10.32

---

*Guest Signature*  
 Thank you for staying with us!

**Amy Lujan**

---

**From:** Gail Ferguson [g@austin.rr.com]  
**Sent:** Monday, March 11, 2013 12:27 AM  
**To:** 'John Hubert'; christina.lee.garcia@gmail.com; 'Bernard Ammerman'; David.coronado@co.willacy.tx.us; oscar.rivera@co.willacy.tx.us; omar.escobar@da.co.starr.tx.us; melisandra@hotmail.com; Ismael Guerra; Rene Guerra; Kelley.mccormick@da.co.hidalgo.tx.us; Rand Booth; cgarcialaw@yahoo.com; 'Albert Byington'; Luisv.saenz@co.cameron.tx.us; ismael.hinojsa@co.cameron.tx.us; 'Avant, Scott'; Jaime Esparza; david.menchaca@dps.texas.gov; 'Kimball, Mark'; Drew Durham  
**Cc:** 'Linda murphy'; patty.acevedo@co.willacy.tx.us; Marcicela Ibarra; Roxana Segovia; janie.carrizales@co.cameron.tx.us; Amy Lujan; Natalie Elias  
**Subject:** Region 3 BPU Meeting Notice  
**Attachments:** BPU\_Registration.xlsm; Rancho Viejo Meal Request.docx  
**Importance:** High

## Region 3 Meeting

**When:** April 10 (Wednesday) – April 12 (Friday), 2013

**Where:** Rancho Viejo Resort, Rancho Viejo, Texas

Our Region 3 BPU Meeting will be held at Rancho Viejo Resort next month. We have always had great attendance in South Texas and thanks to Rand Booth, the regional counsel for region 3, attendance this year will double. For those of you that have not sent in a registration, a form is attached. Because my database is in excel format I need the completed forms returned in excel. Once the e-mailed form is opened, click on enable editing, complete and use the save and send tab under the file menu, sending it as an attachment by e-mail. Please return by Wednesday, March 27th.

Reservations at the Resort have exceeded our expectations, therefore, hotel rooms are filling up quickly. There are only a limited number of rooms left; and the **deadline to guarantee a room reservation is Friday March 15 by 5 p.m.** When calling for your reservation be sure to the reservation clerk you are coming in for the BPU meeting April 10-12. For reservations please call Rancho Viejo at 956-350-4000.

Villas are available in 1, 2 and 3 bedrooms and may all be connected if preferred, but each room is completely separate with its own bathroom and door to the outside. The following chart outlines the price structure.

Length of Stay 1-3 nights	Fairway Standard One bedroom 2 Queens	One bedroom Suite Queens/King	Fairway Two bedroom 2Q/2Q	Deluxe Two Bedroom Suite 1K/1DQ/2DQ	Three Bedroom Suite
Per night	<b>\$86</b> *(Gov. Rate)	<b>\$99</b>	<b>\$158</b>	<b>\$198</b>	<b>\$276</b>

All BPU attendees staying at Rancho Viejo will have use of all Country Club amenities such as golf (\$42.00 green fees with cart), pool, restaurant, etc. These rates have been extended to run from the 10<sup>th</sup> through the 13<sup>th</sup> in the event you wish to come early or stay over.

Since we will be contained in the Resort we have worked with Rancho Viejo to provide us with breakfast on both Thursday and Friday mornings and also lunch on Thursday. I am attaching a meal request form (with prices) for you to complete and return to me with your registration form by Wednesday, March 27th.

The BPU elected prosecutors and Local Counsels will gather on Wednesday, April 10 at 2:00 p.m. for a quick "work session" in anticipation of our meeting w/ our DPS counterparts... so please plan on arriving by at least 1:30 p.m. so we can have everyone ready to go. Then at 3:00 p.m. we will convene the meeting with the DPS folks. This session is limited to BPU and DPS personnel only. We anticipate having senior leadership on hand. Our focus will be on current activities involving BPU and DPS, investigative priorities and resources, areas where help are needed, local "threat assessments", etc.

We'll begin the Thursday morning session at 8:30 a.m. with welcomes and introductions. Rand has sent out invitations to all local SO's, PD's, Constables, DPS, Border Patrol & Parks and Wildlife. We will provide them with background on the BPU, the partnerships we have developed with DPS and other agencies, and get feedback from them on what is most important in their particular area. The training component for Thursday and Friday will be provided by Mike Bryant (the presenter of our highly regarded "Human Behavior in the Courtroom" series). The focus this year will be on conducting roadside interviews on traffic stops, keying upon the actions, gestures, other

verbal and non-verbal behavior that indicates signs of criminal behavior, and building reasonable suspicion/probable cause. This is a "must attend" for all peace officers.

There will be a meet-n-greet social both Wednesday and Thursday upon adjournment for the all-important networking so be sure to plan on staying before heading out to dinner.

We will break around noon on Friday.

Thank you for your time and be sure to let me know if there is anything I can do for you.

*Gail Ferguson*

BPU Project Manager

512/376-1141

Enterprise Rent a Car RA # 133432902 Bill Ref# 90045545209

Rental Location HARLINGEN INTL ARPT 09-APR-2013 08:35 PM Renter Name JAIME ESPARZA 12233 ROBERTA LYNNE DR EL PASO TX 79936  
3030 AIRPORT DR HARLINGEN TX 78550 Phone (956) 4308643  
TEX-COMPTROLLER OF PUBLIC ACCT.\*\*  
Contract ID

Return Location HARLINGEN INTL ARPT 11-APR-2013 03:25 PM

Vehicle #	Model	Class Driven	Class Charge	License#	State/Province	M/Kms Driven	M/Kms Out	M/Kms In	TIME & DISTANCE	No	Unit	Price/Unit	Amount
DL223372	FOCUS	ICAR	CCAR	BHT8057	TEXAS	284	6220	6504	UNLIMITED MILES/KM - TIME & DIST	2	Days	34.50	69.00 *
									CDW / LDW	2	Days	0.00	0.00 *
									BUSINESS TRAVEL INSURANCE	2	Days	0.00	0.00 *
									CONS FACILITY FEE	2	Days	3.00	6.00 *
									CONCESSION RECOVERY	2	Days	72.18	7.22 *
									TEXAS REIMBURSEMENT	2	Days	1.59	3.18 *
									TEXAS MOTOR VEH TAX @10.000 %	2	Days	85.40	8.54 *

Rate Info

Messages  
\* Taxable Items  
Subject to Audit  
Your loyalty number is ZTBXVRC

Description	Auth	Date	Amount	Payment
Total Charges			112.73	
Payments				7996
Master Card	084068	10-APR-2013	112.73	
				Payment
				-93.94

For Reservations: 1-800-RENT-A-CAR

Reverse Auth: 10-APR-2013 -18.79

Amount Due

USD 0.00

USD 93.94

## El Paso County Auditor's Office Manual Voucher Form

Vendor No.: V005058 01  
 Voucher Total: \$1,268.23  
 No. of Lines: 1  
 T/C Hash : 208

Single Check (Y/N): \_\_\_\_\_  
 Date Entered: 06/06/2013  
 Entered by: AN

Preparer's Initials: AN  
 Amount Spelled: ONE THOUSAND TWO HUNDRED,  
 SIXTY EIGHT DOLLARS AND TWENTY THREE CENTS

Vendor Name: GARY ABOUD  
 ASSOCFAMCRT1  
 Street: 400 E OVERLAND

City, State, Zip: EL PASO, TX 79901

Subject: SANTONIO, TX8/04-8/08/13ADV NCE FAM LAW CRSE

Line	Trans.	Amount	Index	Sub-Obj	G/L	Subsidiary	Bank #	Treasury #
01	208	1,268.23	GADMINGF	6705	145	FM1009		
	Desc:	SANTONIO, TX8/04-8/08/13ADV NCE FAM LAW CRSE						
02								
	Desc:							
03								
	Desc:							
04								
	Desc:							
05								
	Desc:							
06								
	Desc:							
07								
	Desc:							
08								
	Desc:							
09								
	Desc:							
10								
	Desc:							

Prepared by: JORGE LOPEZ TCAUD20-AUDITORS Date: 06/06/2013

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

El Paso County Travel Justification Form

Employee: GARY A. ABOUD  
Dept. Head: Gary A. Aboud  
Dept: 65th Associate Court

Signature [Signature] Date: 5/28/13  
Signature [Signature] Date: \_\_\_\_\_  
Job Title: Associate Judge

Travel Funding Source: X County \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_  
Will any funds be reimbursed by another entity? NO  
Travel Account No: \_\_\_\_\_ Balance Remaining for FY: \_\_\_\_\_

Purpose: (check one)

**Statutorily Required Training to Hold Elective Office**

Statue Refrence:  
My effective office requires \_\_\_\_\_ number of training hours annually.  
I have already fulfilled \_\_\_\_\_ of these hours for this time period.  
Estimated hours to be obtained from this course? \_\_\_\_\_  
Please provide documentation for hours needed.

**Professional or Technical Training to Maintain License/Certification**

(peace officers, attorneys, CPAs, technical certifications, etc.)  
My effective office requires \_\_\_\_\_ number of training hours annually.  
I have already fulfilled \_\_\_\_\_ of these hours for this time period.  
Estimated hours to be obtained from this course? 21.5 HOURS

**Additional Professional or Technical Training NOT Required to Maintain License/Certification**

**Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy**

Entity Name: \_\_\_\_\_  
Purpose of Visit: \_\_\_\_\_

**Travel for Program Revenue Enhancement/Sales Opportunity**

Explain: \_\_\_\_\_

**Program Development Training**

Explain: \_\_\_\_\_

**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:** \_\_\_\_\_



# Thank you for your purchase!

El Paso, TX - ELP to San Antonio, TX - SAT

## New Purchases in Trip

### Air

Confirmation #A5C6UW

El Paso, TX - ELP to San Antonio, TX - SAT  
 Sunday, August 4, 2013 - Thursday, August 8, 2013

Air Total: \$239.30

Amount Paid  
**\$239.30**

Trip Total  
**\$239.30**

**AUG 4**  
**SUN 08/04/13 - San Antonio (Advanced Family Law)**

### New purchases added to your trip.

#### AIR

El Paso, TX - ELP to San Antonio, TX - SAT  
 08/04/2013 - 08/08/2013

Confirmation #A5C6UW

#### Adult Passenger(s)

GARY ABOUD

Subscribe to Flight Status Messaging

#### Rapid Rewards #

00000029787435

<b>DEPART</b> <b>AUG 4</b>	<b>11:40 AM</b>	Depart <b>El Paso, TX (ELP)</b> on Southwest Airlines	Flight #453	<b>Sunday, August 4, 2013</b>	
<b>SUN</b>					Travel Time 1 h 25 m (Nonstop) Wanna Get Away
	<b>02:05 PM</b>	Arrive in <b>San Antonio, TX (SAT)</b>			
<b>RETURN</b> <b>AUG 8</b>	<b>01:45 PM</b>	Depart <b>San Antonio, TX (SAT)</b> on Southwest Airlines	Flight #655	<b>Thursday, August 8, 2013</b>	
<b>THU</b>					Travel Time 1 h 30 m (Nonstop) Wanna Get Away
	<b>02:15 PM</b>	Arrive in <b>El Paso, TX (ELP)</b>			

#### What you need to know to travel:

Don't forget to check in for your flight(s) 24 hours before your trip on southwest.com or your mobile device. Southwest Airlines does not have assigned seats, so you can choose your seat when you board the plane. You will be assigned a boarding position based on your checkin time. The earlier you check in, within 24 hours of your flight, the earlier you get to board.

PRICE: ADULT

Trip	Routing	Fare Type   View Fare Rules	Fare Details	Quantity	Total
Depart	ELP-SAT	<b>Wanna Get Away</b> Excellent Value	<ul style="list-style-type: none"> <li>No Change Fees (applicable fare difference applies)</li> <li>Reusable Funds (nontransferable - no name changes allowed)</li> <li>Nonrefundable</li> </ul>	1	\$124.40

Return	SAT-ELP	<b>Wanna Get Away</b> Excellent Value	<ul style="list-style-type: none"> <li>• No Change Fees  (applicable fare difference applies)</li> <li>• Reusable Funds  (nontransferable - no name changes allowed)</li> <li>• Nonrefundable</li> </ul>	1	\$114.90
--------	---------	--	--	---	----------

Enroll in Rapid Rewards and earn at least 1332 Points per person for this trip. Already a Member? Log in to ensure you are getting the points you deserve.

**Subtotal** **\$239.30**  
Fare Breakdown

Carry-on Items: 1 bag + 1 small personal item are free, see full details.  
Checked Items: First and second bags are free, size and weight limits apply.

Bag Charge \$0.00

**Air Total:**  
**\$239.30**

**Gov't taxes & fees now included**

**Purchaser Name** Gary Aboud      **Billing Address** 4697 Rosinante Rd.  
El Paso, TX US 79922

**Form of Payment** **Amount Applied**

American Express - XXXXXXXXXXX-1001 **\$239.30**

**Amount Paid**  
**\$239.30**

**Trip Total**  
**\$239.30**



[Print this page for your records](#)

**Thanks for Traveling at the speed of Hertz™, GARY ABOUD!**

**Your Confirmation Number is: F85440586C0**

If you have prepaid for your rental, don't forget to bring the same credit card you used to PrePay when you pickup your car.

We emailed a copy of this confirmation to gary.aboud@sbcglobal.net

Service Type: **Gold Canopy**

Mobile Gold Alerts are available at this location.

## Your Itinerary

### Pickup Time

Sun, Aug 04, 2013 at 02:00 PM

### Return Time

Thu, Aug 08, 2013 at 02:00 PM

### Pickup and Return Location

San Antonio Airport

#### Address

910 West Cargo  
San Antonio, TX US 78216

#### Hours of Operation

0500-0200 7 Days

#### Location Type

Corporate

#### Phone Number

210-841-8800

#### Fax Number

210-841-8868

### Discounts

No Affiliations

### Arrival/Flight Information

Airline : Southwest Airlines  
Flight : 453

## Your Car



Full Size 4 Dr., FCAR  
**Chevrolet Malibu or similar**

**Payment Method** Pay Later

### Rate Details

4 days at 50.49 USD	201.96 USD
Airport Concession Fee Recovery On Flight Arrivals	23.19 USD
Property tax, title/license reimbursement	5.80 USD

ENERGY SURCHARGE	1.03 USD
------------------	----------

**Included**

Unlimited Free Miles Included

<b>Vehicle Subtotal</b>	<b>249.98 USD</b>
-------------------------	-------------------

<b>Taxes</b>	<b>37.49 USD</b>
--------------	------------------

<b>Total Approximate Charge</b>	<b>287.47 USD</b>
---------------------------------	-------------------

**Optional Information**

Available Optional Items at the Counter

Liability Insurance Supplement

daily	13.95 USD
-------	-----------

Loss Damage Waiver

daily	28.99 USD
-------	-----------

Personal Accident Insurance / Personal Effects Coverage

daily	6.95 USD
-------	----------

PREMIUM EMERGENCY ROADSIDE SERVICE

daily	5.99 USD
-------	----------

Rates for Optional Items are Exclusive of tax and other associated charges

Rate is guaranteed. Taxes, fees and extras, if not included in the Rate, are subject to change.

**Warning Messages**

- CREDIT CARD ON NUMBER ONE CLUB FILE HAS EXPIRED - CALL HERTZ
- RENTERS UNDER 25 YEARS OF AGE CHECK POLICY FOR EXCEPTIONS
- Number One Club Gold profile requires update - Call Hertz
- Minimum Age 25 outside US - Exceptions may apply
- GOLD SERVICE CONFIRMED - PLEASE PROVIDE FLIGHT INFO
- MOBILE GOLD ALERTS AVAILABLE AT THIS LOCATION

**Rental Terms and Conditions**

Please note that at the time of rental you will need to present a current driver's license and a valid major credit card. Applicant Program renters are not required to present a credit card at the time of rent. Hertz locations also accept most, but not all, debit cards. Use of a debit card to rent a vehicle is subject to a review of your credit history. A few locations do not accept debit cards at time of rental. If you have questions about the acceptability of your form of payment, call Hertz.

Please note that at time of rental you will need to present (1) a current driver's license and (2) a valid credit or charge card. **We will authorize your credit/debit card for an amount of \$200 above the total estimated rental charges, if we can not secure credit approval for this amount we will decline your rental.** If you have questions about the acceptability of your form of payment, call Hertz.

Approximate rental charges are based on available information at the time of reservation. Additional fees or surcharges may be applied at time of rental. A Frequent Flyer Surcharge of up to \$1.00 per day may apply when renters choose to take miles or credits from a U.S. and Canadian Frequent Flyer program.

Reservation Summary

Adults: 1  
 Children: 0  
 Rooms: 1

Marriott Quality Room (4 Nights) **USD**  
 Room charges **716.00**  
 Taxes **119.93**  
 Total **835.93**

Review



**San Antonio Marriott Rivercenter**  
 101 Bowie Street,  
 San Antonio, TX 78205  
 United States

Acknowledgement #: 3273CNQN

**Marriott Quality Room**

Guest	Address	Options
<b>Mr. Gary A. Aboud</b> Check in: 08/04/13 Check out: 08/08/13 Judge	500 E. San Antonio Ste. 1103 El Paso, TX, 79901 UNITED STATES Phone: 9152413340 gary.aboud@sbcglobal.net	

Number of Children: 0

**Payment Details and Rates**

Payment Type	Billing Address	Rates
<b>Credit Card</b> American Express ending in 1001 Gary Aboud Exp. **/**	Gary Aboud 500 E. San Antonio Ste. 1103 El Paso, TX 79901 UNITED STATES Phone: 9152413340	Sun Aug 4, 2013 - USD 179.00 Mon Aug 5, 2013 - USD 179.00 Tue Aug 6, 2013 - USD 179.00 Wed Aug 7, 2013 - USD 179.00

**Room Policies**

- Tax is not included.
- Fees for extra guests: 2nd guest=20.00, 3rd guest=20.00, 4th guest=20.00
- Children Policy:  
 Children under 18 stay free with one adult.

**Tax Policy**

Room Rates shown do not include 16.75% Hotel Room Tax (subject to change). Total room charges will include all room fees and taxes.

**Cancellation Policy**

Cancellations made within 48 hours of arrival will forfeit one night's room and tax.

# 39th Annual Advanced Family Law COURSE

TexasBarCLE

LIVE  
San Antonio  
August 5-8, 2013

VIDEO  
Dallas  
October 2-4, 2013

VIDEO  
South Padre Island  
October 16-18, 2013

## Highlights

- Half-day tracks on Discovery and Evidence, Property, SAPCR, and Mediation
- Full-day Child Abuse and Neglect Workshop
- Additional tracks on Retirement and Employment Contracts/Compensation, Business Valuation, Drafting, and Collaborative Law
- Technology workshops back by popular demand

Attorneys licensed 5 years or less attend for **half off!**

**MCLE CREDIT | Up to 21.5 HOURS Up to 4.75 ETHICS**

Join us in San Antonio a day early for the  
**Family Law 101 Course**  
(separate registration required)

TexasBarCLE  Course materials available on a USB drive



San Antonio River Walk



© 2013 by BridgePoint

© 2013 by BridgePoint

Arrive in San Antonio a day early to attend the

# Family Law 101 Course

Separate registration required.

LIVE San Antonio August 4, 2013 Marriott Rivercenter

3:00 **Pick up materials for the Advanced Course**  
(San Antonio only)

Summary

4 hours including 1.25 hours ethics



- 12:00 **Registration**
- 12:40 **Welcoming Remarks**  
**Course Director**  
Brian L. Webb, Dallas
- 12:45 **There Is a Client on the Phone. What Do I Do Now?**  
.42 hr (.25 ethics)  
Chetammia A. Holmes, Dallas  
Kay Redburn, Dallas
- 1:10 **The Professional Practice: Yourself, Your Office and Your Relationships with Others**  
.42 hr ethics  
Thomas L. Ausley, Austin
- 1:35 **Discovery** .42 hr  
Cheryl L. Wilson, San Antonio
- 2:00 **ADR/Mediation** .42 hr  
Charlie Hodges, Dallas
- 2:25 **Break**
- 2:40 **Amicus/Ad Litem** .33 hr  
Hon. Andrea D. Plumlee, Dallas
- 3:00 **Dealing with a Pro Se** .33 hr  
Cindi Barela Graham, Amarillo
- 3:20 **Final Trial - How to Present Effectively** .42 hr  
Randall B. Wilhite, Houston

- 3:45 **Successful Billing Practices (and the Mutual Fairness Doctrine)** .42 hr (.25 ethics)  
Charles E. Hardy, San Antonio
- 4:10 **View from the Bench - Temp & Final** .42 hr (.25 ethics)  
Hon. Scott A. Beauchamp, Dallas  
Hon. Jack W. Marr, Victoria  
Hon. Meca L. Walker, Houston
- 4:35 **Enforcement of MSA's** .42 hr  
Marilea W. Lewis, Dallas
- 5:00 **Adjourn to Networking Social**

## Networking Social Sunday, 5:00 p.m. – 6:00 p.m.

Join us for a reception to network and mingle with speakers and other attendees.

Sponsored by the  
Family Law Section

events

101 COURSE MCLE CREDIT

4 HOURS (1.25 ETHICS)

MCLE COURSE NO: 901268946

Applies to the College of the State Bar of Texas and the Texas Board of Legal Specialization in Civil Appellate Law, Civil Trial Law and Family Law.

TexasBarCLE presents th

Register early  
and **save \$50!**

Family Law Section members  
can **save \$75!**

Attorneys licensed 5 years or less  
attend for **half off!**

## LIVE San Antonio

August 5-8, 2013

Marriott Rivercenter

Register by **July 22** to save!

## VIDEO Dallas

October 2-4, 2013

Doubletree Dallas Near the Galleria

Register by **September 18** to save!

## VIDEO South Padre Island

October 16-18, 2013

Isla Grand Beach Resort

Register by **October 2** to save!

TexasBarCLE Advanced Courses are  
sponsored by LexisNexis, a division  
of Reed Elsevier, Inc.

## Schedule Change for Videos

Four days of live programming will be condensed into three days of video replay by the deletion of nonsubstantive parts of the program (i.e., introductions). View the revised schedule at a later date by visiting [texasbarcle.com](http://texasbarcle.com).

# Advanced Family Law COURSE

Mission San José Stephanie Colgan/SAC VII

Cosponsored by the Family Law Section of the State Bar of Texas

Monday August 10, 2015

6 hours including 1.25 hours ethics



- 7:30 **Yoga (See page 4 for details.)**
- 7:45 **Registration**
- 8:50 **Welcoming Remarks**  
*Course Directors*  
Kathryn J. Murphy, *Plano*  
William W. Morris, *Houston*
- 9:00 **Mine. Mine. - Property Case Law Update** .75 hr  
JoAl Cannon Sheridan, *Austin*
- 9:45 **Professionalism** .5 hr ethics  
Hon. Jack W. Marr, *Victoria*
- 10:15 **Break**
- 10:30 **Discovery: To Object or Not to Object, That Is the Question** .5 hr  
Joseph Indelicato, Jr., *Houston*
- 11:00 **Daubert: Separating the Gem from Junk** .5 hr  
Cindi Barela Graham, *Amarillo*
- 11:30 **Getting and Enforcing Sanctions** .5 hr ethics  
Richard R. Orsinger, *San Antonio*

- 12:00 **Lunch on Your Own – OR –**  
**5th Annual Image Seminar and Fashion Show Luncheon (Ticket required; see page 4.)**  
**Presented by the Texas Family Law Foundation and produced by Lisa Rowe of "The Perfect Image"**
- 1:30 **SAPCR and Procedure Case Law Update** .75 hr  
Georganna L. Simpson, *Dallas*
- 2:15 **High Conflict Family Law Matters and Personality Disorders** .5 hr  
Beth E. Maultsby, *Dallas*
- 2:45 **Protecting the Record in Trial** .5 hr  
Brad M. LaMorgese, *Dallas*
- 3:15 **Break**
- 3:30 **Post-Trial Motions** .5 hr  
Chris Nickelson, *Fort Worth*

- 4:00 **Social Media Do's and Don'ts** .5 hr (.25 ethics)  
John G. Browning, *Dallas*  
Rick Robertson, *Plano*
- 4:30 **Legislative Update** .5 hr  
Brian L. Webb, *Dallas*
- 5:00 **Awards Ceremony**
- 5:15 **Adjourn to Welcoming Reception Sponsored by Thomson Reuters**
- 5:30 **Friends of Bill Meeting**



**The Speakers' Bullpen**  
Speakers will be available for your questions directly following their presentations in a sitting area outside the main ballroom.

**Tweet About This Course!**  
Include hashtag #TBCLEfamily

**ADVANCED COURSE MCLE CREDIT**  
**21.5 HOURS Up to 4.75 ETHICS**  
**MCLE COURSE NO: 901268961**  
Applies to the College of the State Bar of Texas and the Texas Board of Legal Specialization in Civil Appellate Law, Civil Trial Law and Family Law.

**Family Violence Credit**  
Family violence and child abuse and neglect credit has been approved for 4.75 hours.

**CEU for Non-Attorneys**  
The State Bar of Texas is an approved sponsor with the Texas State Board of Social Workers Examiners (provider #6174) and Texas State Board of Examiners of Professional Counselors (provider #1675).

# yoga *Back by popular demand!*

Join us for yoga on  
**Monday, Tuesday, and Wednesday**

August 5-7 at 7:30 a.m.

Conference Room 13-14

Class led by **AyonFit**

No charge. Mats, towels and water will be provided.

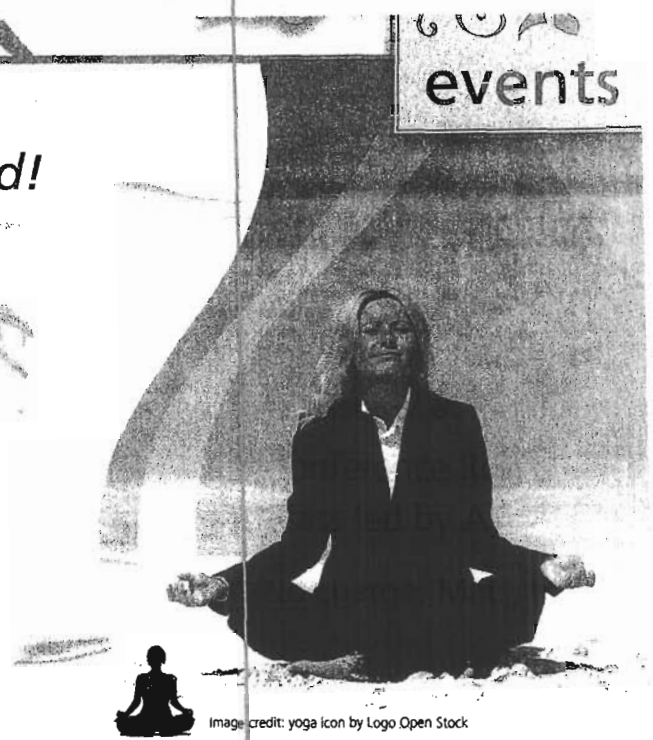


Image credit: yoga icon by Logo Open Stock

## THE TEXAS FAMILY LAW FOUNDATION presents

### Image Seminar

### Fashion Show Luncheon



Monday, August 5<sup>TH</sup>  
Noon  
Salon I-J

To purchase tickets and for more information, contact Heather King at 817-481-2710.

produced by Lisa ROWE  
of THE PERFECT IMAGE

Don't miss the silent auction items at the Texas Family Law Foundation Desk!

*Join us for a*

**Welcoming Reception in the foyer.**  
**Monday from 5:15 p.m. until 6:30 p.m.**  
Hors d'oeuvres and a hosted bar.

Sponsored by



THOMSON REUTERS





- |  |   |  |
|--|---|--|
| <p>7:30 <b>Yoga (See page 4 for details.)</b></p> <p>8:40 <b>Announcements</b></p> <p>8:45 <b>Trial Tactics and Tips</b> .5 hr<br/>Christopher K. Wrampelmeier, Amarillo</p> <p>9:15 <b>Summary Judgments and Declaratory Judgments</b> .5 hr<br/>Eric Robertson, Austin</p> <p>9:45 <b>Until Death Do Us Part: When a Party Dies, Where Does the Case Go?</b> .5 hr<br/>Jim Loveless, Fort Worth</p> <p>10:15 <b>Break</b></p> <p>10:30 <b>Speaking in Codes: How Codes Other Than the Family Code Affect Your Practice</b> .5 hr<br/>Angela Pence England, Houston</p> <p>11:00 <b>Legality of Investigations</b> .5 hr<br/>J. Steven King, Fort Worth</p> | <p>11:30 <b>How to Avoid Grievance, Malpractice Claims and Breach of Fiduciary Duty Claims</b> .5 hr ethics<br/>Thomas A. Greenwald, Plano<br/>Charlie M. Wilson III, Dallas</p> <p>12:00 <b>Lunch on Your Own - OR -</b></p> <p>12:20 <b>Preparing for the Board Certification Exam</b><br/>(No MCLE Credit)<br/>Amy C. Allen, Houston<br/>Aimee M. Pingenot, Dallas<br/>Rebecca Tillery, Dallas</p> <p>1:15 <b>Obtaining and Modifying Above Guidelines Child Support</b> .75 hr<br/>Diana S. Friedman, Dallas<br/>Barbara D. Nunneley, Hurst</p> <p>2:00 <b>Pre- and Post-Marital Agreements</b> .5 hr<br/>Bruce D. Bain, Tyler</p> <p>2:30 <b>Temporary Hearings</b> .5 hr<br/>Kenneth G. Raggio, Dallas</p> <p>3:00 <b>Break</b></p> | <p>3:15 <b>When to Hold'em and When to Fold'em: Strategic Thinking About When to Go to Court and When to Settle</b> .5 hr (.25 ethics)<br/>Kevin R. Fuller, Dallas</p> <p>3:45 <b>What We Have Here Is a Failure to Communicate: Attacking and Defending Settlement Agreements</b> .5 hr<br/>Jimmy Vaught, Austin</p> <p>4:15 <b>Pro Bono Opportunities</b> .25 ethics<br/>Carlos Guillermo Salinas, Austin</p> <p>4:30 <b>Adjourn to Foundation Meeting</b></p> <p>5:30 <b>Friends of Bill Meeting</b></p> <p>5:30 <b>Inn of Court Reception</b><br/>Sponsored by the Burta Rhoads Raborn Family Law American Inn of Court and the Annette Stewart American Inn of Court<br/>(invitation only)</p> <p>7:00 <b>Family Law Section Annual Bash! Sponsored by the Foundation and the Section</b></p> |
|--|---|--|

Back by Popular Demand!

## Technology Workshops:

# iPads for Lawyers - A Marriage Made in Heaven

Each workshop will last approximately 1 hour.

### Schedule:

- 9:15 a.m. Basic
- 10:30 a.m. Intermediate
- 2:00 p.m. Intermediate
- 3:15 p.m. Advanced

### Faculty:

Craig Haston, Houston  
Reginald A. Hirsch, Houston  
Kenneth G. Raggio, Dallas  
Rick Robertson, Plano  
Mark I. Unger, San Antonio  
G. Thomas Vick Jr., Weatherford

The iPad is a powerful tool for family lawyers both in and out of the courtroom. In these workshops you will learn how other lawyers are using them to streamline their practices and improve their presentations in court. Bring your iPad and follow along. We will have in depth demonstrations of legal research, deposition, trial presentation and other apps for lawyers.

**SIGN UP EARLY!** Space is limited and available on a first-come, first-served basis. Please see the State Bar registration desk to sign up at the course on Monday.

Drop-In Workshops—4 sessions



# Collaborative Law Luncheon

Tuesday at 12:00 noon in Salon I-J.

Cost is \$50 for CLI-Tx members and \$60 for non-members.

For additional information or to sign up for the luncheon, please contact Angela Pence England at 713-622-8733.

events

Wednesday August 7

## TRACK ONE:

### Discovery and Evidence

3 hours including .25 ethics

- 8:40 **Announcements**  
Heather L. King, *Southlake*
- 8:45 **Drafting Discovery Requests and Discovery Responses** .67 hr  
Kyle W. Sanders, *Houston*
- 9:25 **Compelling Discovery**  
.58 hr (.25 ethics)  
Stephen J. Naylor, *Fort Worth*
- 10:00 **Top Evidentiary and Discovery Mistakes Made by Attorneys** .25 hr  
Hon. John R. Roach, Jr., *McKinney*  
Jeff Vincent Domen, *Plano*
- 10:15 **Break**
- 10:30 **Top Evidentiary and Discovery Mistakes Made by Attorneys (cont.)** .25 hr  
Hon. John R. Roach, Jr., *McKinney*  
Jeff Vincent Domen, *Plano*
- 10:45 **Presumptions, Predicates and Foundations - Proof On Property Issues in Divorce** .67 hr  
John F. Nichols, Sr., *Houston*
- 11:25 **Evidence Cases Every Family Law Attorney Should Know** .58 hr  
Heather L. King, *Southlake*
- 12:00 **Adjourn - Lunch on Your Own**

## TRACK ONE (cont.): Property

3.5 hours including .5 ethics

- 1:10 **Announcements**
- 1:15 **Liabilities: Personal and Property** .5 hr  
Joan F. Jenkins, *Houston*
- 1:45 **Reconstituted Estates and Fraud** .5 hr (.25 ethics)  
Sherri A. Evans, *Houston*
- 2:15 **Characterization and Tracing** .75 hr  
Clint Joseph Westhoff, *Plano*
- 3:00 **Break**
- 3:15 **Commercial Transactions and Legal Entities** 1.75 hrs (.25 ethics)  
**Moderator**  
Karen Blakely Turner, *Dallas*

Jonathan J. Bates, *Dallas*  
Ladd A. Hirsch, *Dallas*  
Charles D. Pulman, *Dallas*  
James Michael Wingate, *Dallas*

5:00 Adjourn

## The Family Law Section's

# Annual Bash

Tuesday 8:00 p.m. - 10:00 p.m.

Don't Miss The Party!

Come and bid on **Live Auction Items** benefiting the Texas Family Law Foundation

Cosponsored by the **Family Law Foundation** and the **Family Law Section**



LIVE MUSIC by  
**The Catdaddies**



7:30 Yoga (See page 4 for details.)



**TRACK TWO: SAPCR**

3 hours including .25 ethics

- 8:40 **Announcements**  
Gary L. Nickelson, *Fort Worth*
- 8:45 **Relocation and Geographical Restrictions** .5 hr  
Mary Johanna McCurley, *Dallas*
- 9:15 **Understanding Possession Schedules: Principles and Strategies** .5 hr  
Hon. Susan A. Rankin, *Dallas*  
John A. Zervopoulos, Ph.D., J.D., ABPP, *Dallas*
- 9:45 **Non-Parent Rights** .5 hr  
Wendy S. Burgower, *Houston*
- 10:15 **Break**
- 10:30 **Enforcement - Mock Trial** 1 hr (.25 ethics)  
**Moderator**  
Frederick S. Adams, Jr., *Dallas*  
  
Hon. Roy L. Moore, *Houston*  
Craig Haston, *Houston*  
Ellie P. Natenberg, *Houston*  
Kimberly M. Naylor, *Fort Worth*
- 11:30 **Hague Convention and Other International Issues** .5 hr  
Lon M. Loveless, *Dallas*
- 12:00 **Adjourn - Lunch on Your Own**

**TRACK TWO (cont.): SAPCR and Mediation**

3.5 hours including .5 ethics

- 1:10 **Announcements**
- 1:15 **Child Custody Evaluations** .75 hr (.25 ethics)  
Lynn Kamin, *Houston*  
Katherine A. Kinser, *Dallas*
- 2:00 **Parentage and Gestational Agreements** .5 hr  
Ellen A. Yarrell, *Houston*
- 2:30 **Amicus Attorney** .5 hr (.25 ethics)  
Hon. Scott A. Beauchamp, *Dallas*  
Keith M. Nelson, *Dallas*
- 3:00 **Break**
- 3:15 **Tools for Successful Mediations (with Q&A)** 1.75 hrs  
**Moderator**  
Charles E. Hardy, *San Antonio*  
  
Steve A. Bavousett, *Houston*  
Coye Conner, Jr., *Southlake*  
Mike Gregory, *Denton*

**TRACK THREE: Child Abuse & Neglect Workshop**

6.25 hours including 1.75 ethics

- 8:40 **Announcements**  
Carole F. Hurley, *Austin*
- 8:45 **Keynote Address: Professionalism - A View from the Supreme Court** .5 hr (.25 ethics)  
Hon. Debra H. Lehmann, *Austin*
- 9:15 **Fairy Davenport Award Presentation**  
Carole F. Hurley, *Austin*
- 9:30 **Ethics of Child Welfare Law Practice** .75 ethics  
Tracy L. Harting, *Pflugerville*  
Karen J. Langsley, *Dripping Springs*
- 10:15 **Break**
- 10:30 **Advocating for Undocumented Families** .75 hr  
Hon. Israel Ramon, Jr., *Edinburg*  
B. Isabel Rodriguez, *Edinburg*
- 11:15 **La Vida Loca: Practice Strategies for DFPS Litigation** .75 hr  
William B. Connolly, *Houston*
- 12:00 **Lunch on Your Own**
- 1:15 **Both Sides Now: Balancing Duty to Client and Duty to Profession** .75 ethics  
Charles G. Childress, *Austin*
- 2:00 **Transitioning the Trial Case to an Appeal: Best Practices and Pitfalls** 1 hr  
Robert Galvin, *Austin*
- 3:00 **Break**
- 3:15 **Case Law Update** 1 hr  
Luisa P. Marrero, *Austin*  
Susan M. Wolfe, *Austin*
- 4:15 **Statutory Update** .75 hr  
Robert J. Hazeltine-Shedd, *Houston*

The workshop is included in the Advanced Course registration, or you may register for the workshop only. See the registration form for details.

**TRACK FOUR: Associate Judges Workshop**

3.5 hours including .5 ethics  
Workshop for Associate Judges ONLY.

- 1:10 **Announcements Course Directors**  
Hon. Dean Rucker, *Midland*  
Hon. Meca L. Walker, *Houston*
- 1:15 **Inherent Powers of the Court: You Can but Should You?** .5 hr (.25 ethics)  
Hon. Eileen Gaffney, *Houston*
- 1:45 **Commitment Orders: Sometimes You Can Get Blood out of a Turnip** .5 hr  
Sharron Wall, *Houston*
- 2:15 **A Judge's Guide to the 10 Most Difficult Issues in Child Custody Matters** .75 hr  
Hon. Jack W. Marr, *Victoria*  
Christy Bradshaw Schmidt, *Dallas*
- 3:00 **Break**
- 3:15 **A Judge's Guide (cont.)** .25 hr
- 3:30 **The Domino Effect of a Family Violence Protective Order** 1 hr  
Hon. Kathleen Hamilton, *Conroe*
- 4:30 **Difficult Decision Making** .5 hr (.25 ethics)  
Hon. Don Emerson, *Amarillo*
- 5:00 **Adjourn**

**JUDGES' JAM SESSION** 3 hours

Open to all judges who hear family law, child support and child protection cases. Discussion will focus on issues of general interest to the judiciary, followed by a Q&A mentoring session.

- 8:40 **Announcements Course Directors**  
Hon. Dean Rucker, *Midland*  
Hon. Meca L. Walker, *Houston*
- 8:45 **Panel Discussion** 1.5 hrs  
Hon. Matthew Blair, *Midland*  
Hon. Robert R. Hofmann, *Mason*  
Hon. Jack W. Marr, *Victoria*  
Hon. Andrea D. Plumlee, *Dallas*
- 10:15 **Break**
- 10:30 **Panel Q&A** 1.5 hrs
- 12:00 **Adjourn**

**CONCURRENT SESSIONS:** Choose one track or mix-and-match topic

**TRACK ONE:**

**Retirement and Employment Contracts/Compensation**

3 hours

- 8:40 **Announcements**  
Charla Bradshaw, *Denton*
- 8:45 **Private Plans and Deferred Compensation** .75 hr  
Charla Bradshaw, *Denton*  
James M. Crawford, Jr., *The Woodlands*
- 9:30 **Federal and Military Retirement** .75 hr  
Larry H. Schwartz, *El Paso*
- 10:15 **Break**
- 10:30 **State Retirement** .75 hr  
Philip D. Phillips, *Fort Worth*
- 11:15 **Everything You Wanted to Know about Golden Handcuffs and Employment Contracts** .75 hr  
Autumn Vivienne Kraus, *Dallas*  
Larry L. Martin, *Addison*
- 12:00 **Adjourn**

**TRACK TWO:**

**Business Valuation**

3 hours including .5 ethics

- 8:40 **Announcements**  
Randall Scott Downing, *Dallas*
- 8:45 **Panel Discussion** 1.5 hr (.25 ethics)  
An in-depth business valuation panel discussion ranging from fundamental approaches to current controversies with a discussion of theory, methodology and practical presentation.
- Moderator**  
Randall Scott Downing, *Dallas*
- Panelists**  
Warren Cole, *Houston*  
Douglas K. Fejer, *Dallas*  
Patrice L. Ferguson, *Houston*  
Michael P. Geary, *Addison*  
Richard R. Orsinger, *San Antonio*
- 10:15 **Break**
- 10:30 **Panel Discussion – cont'd** 1.5 hr (.25 ethics)
- 12:00 **Adjourn**

**TRACK THREE:**

**Drafting**

3 hours including .75 ethics

- 8:40 **Announcements**  
Kristal C. Thomson, *San Antonio*
- 8:45 **Drafting Against the Supreme Court Forms** .75 hr (.25 ethics)  
Hon. Doug R. Woodburn, *Amarillo*
- 9:30 **Possession Orders** .75 hr  
Katie Pearson Klein, *McAllen*
- 10:15 **Break**
- 10:30 **Unusual Motions** .5 hr (.25 ethics)  
Cindy V. Tisdale, *Granbury*
- 11:00 **Child Support Agreements** .5 hr  
Kelly Ausley-Flores, *Austin*
- 11:30 **Settlement Agreements** .5 hr (.25 ethics)  
Natalie L. Webb, *Dallas*
- 12:00 **Adjourn**

TexasBarCLE gratefully acknowledges the course

*Premier Spc*

*Thank You!*





**TRACK FOUR:**

**Collaborative Law**

3 hours including .25 ethics

- 8:40 **Announcements**  
Sally H. Emerson, *Amarillo*
- 8:45 **Closing Considerations in a Collaborative Law Case**  
1.5 hrs (.25 ethics)  
Ray H. Brown, Ph.D., *Lubbock*  
Jodi Lazar, *Austin*  
Deborah S. Lyons, Ph.D., *Austin*  
Mary Ann Osborne, *Austin*  
Kevin Pinkley, *Houston*
- 10:15 **Break**
- 10:30 **Tell Me How You Really Feel - Research on the Collaborative and Litigation Experience** .5 hr  
Harry L. Munsinger, *San Antonio*  
Julian Napier Schwartz, *San Antonio*
- 11:00 **High Net-Worth Collaborative Divorce** .5 hr  
Jack H. Emmott III, *Houston*
- 11:30 **The Future of Collaborative Law - Where Do We Go from Here?** .5 hr  
Norma Levine Trusch, *Houston*
- 12:00 **Adjourn**



*nsors*



TheAttorneyStore.com



# Mark Your Calendar!

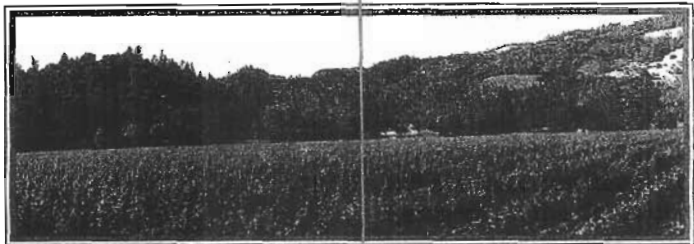
## 3 LIVE Sites for Legislative Update 2013: Family Law

Houston June 25 | Dallas June 26 | Austin July 9

### New Frontiers in Marital Property Law

**LIVE Napa Valley, CA**

October 3-4, 2013 Napa Valley Marriott Hotel & Spa



*Napa Valley*

### Advanced Family Law Drafting Course

**LIVE Dallas**

December 5-6, 2013 Hotel Palomar



*Dallas*

### Marriage Dissolution Institute

**LIVE Austin**

April 24-25, 2014 Sheraton at the Capitol

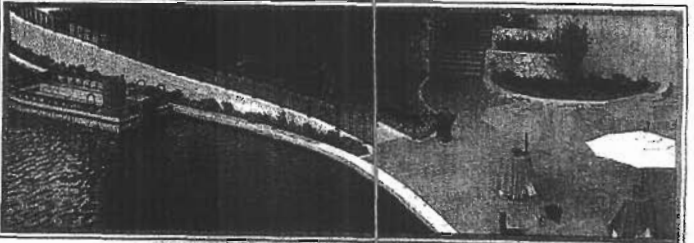


*Austin*

### Advanced Family Law Course

**LIVE San Antonio**

August 4-7, 2014 Marriott Rivercenter



*San Antonio*

## COURSE DIRECTORS

Kathryn J. Murphy, *Dallas*  
Goranson Bain

William W. Morris, *Houston*  
Looper Reed & McGraw

## SPEAKERS

### A

Frederick S. Adams Jr., *Dallas*  
Quilling Sealander Lownds Winslett Moser

Amy C. Allen, *Houston*  
Looper Reed & McGraw

Kelly Ausley-Flores, *Austin*  
Ausley Algert Robertson & Flores

Thomas L. Ausley, *Austin*  
Ausley Algert Robertson & Flores

### B

Bruce D. Bain, *Tyler*  
Bain, Files, Jarrett, Bain & Harrison

Cindi Barela Graham, *Amarillo*  
Attorney at Law

Jonathan J. Bates, *Dallas*  
Kinser & Bates

Steve A. Bavousett, *Houston*  
Attorney at Law

Hon. Scott A. Beauchamp, *Dallas*  
Associate Judge, 301st District Court

Hon. Matthew Blair, *Midland*  
Title IV-D Associate Judge

Charla Bradshaw, *Denton*  
Koons Fuller

Ray H. Brown Ph.D., *Lubbock*

John G. Browning, *Dallas*  
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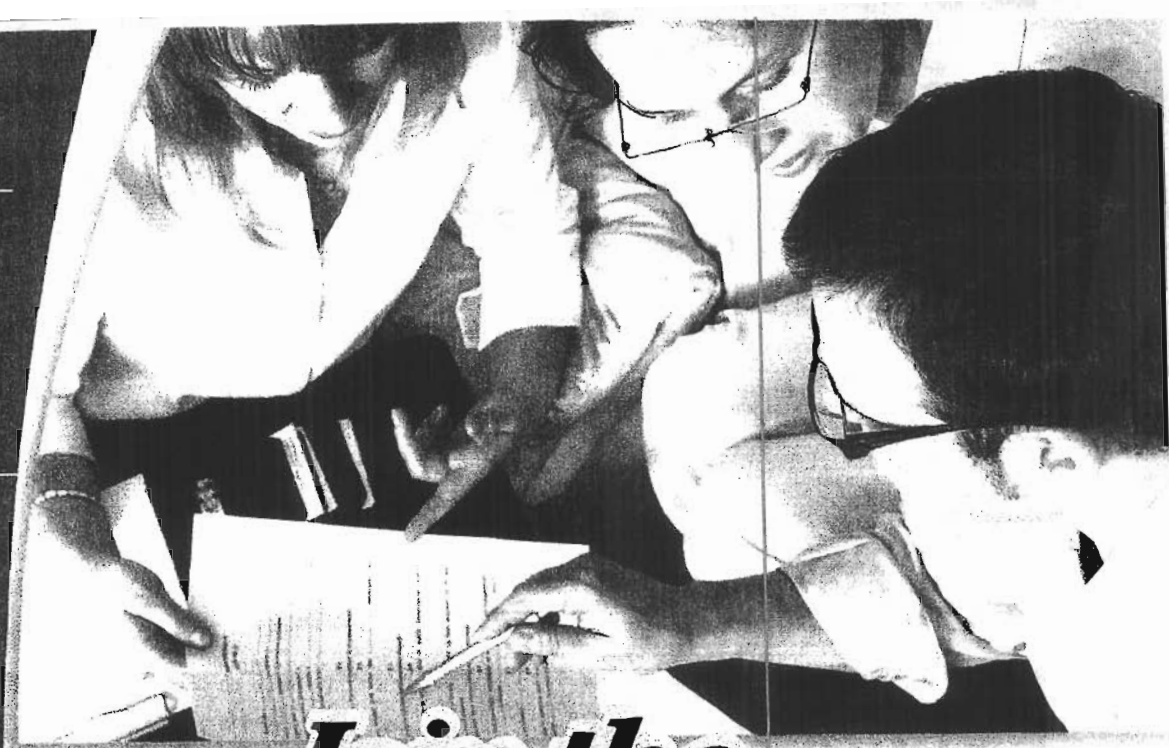
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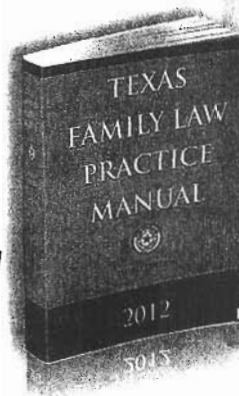
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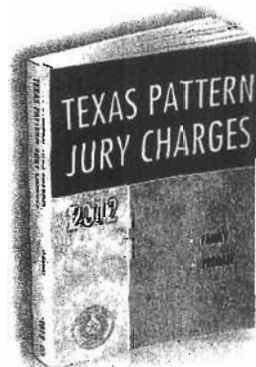


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Vendor Name: BRIAN J. HAGGERTY  
JP2  
 Street: 4900 ROUND ROCK DR.

City, State, Zip: EL PASO, TX 79924

Subject: C. CHRISTI, TX8/04-8/06/13TX JSTICE CRT TRNG CNTR

Line	Trans.	Amount	Index	Sub-Obj	G/L	Subsidiary	Bank #	Treasury #
01	208	656.05	GADMINGF	6705	145	JP2009		
	Desc:	C. CHRISTI, TX8/04-8/06/13TX JSTICE CRT TRNG CNTR						
02								
	Desc:							
03								
	Desc:							
04								
	Desc:							
05								
	Desc:							
06								
	Desc:							
07								
	Desc:							
08								
	Desc:							
09								
	Desc:							
10								
	Desc:							

Prepared by: JORGE LOPEZ TCAUD20-AUDITORS Date: 06/06/2013

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_



J

PLEASE NOTE: IF MORE THAN ONE PERSON ATTENDING, LIST UP TO 10 NAMES ON THE BOTTOM

### County of El Paso Travel Request Form

Travel

Type: **ADVANCE**

Name: Brian J. Haggerty Department: Justice of the Peace #2  
 Date of Trip: Departure Date: 08/04/13 Return Date: 07/06/13 Destination: Corpus Christi  
 \* Event: Texas Justice Court Training Center 2013 Legislative Updates-New Rules  
 County Related Purpose: Court Training

\* Use of **GADMINGF** Funds requires legislative impact explanation

Department Index: GADMINGF GADMINGF Sub-Object: 6705  
 COUNTY EMPLOYEE? CIRCLE/MOVE ARROW YES NO

#### Section 1: Guidelines for Determining Meal Rates Allowance MOVE ARROW

Please Check One (Departure meal rate)

- on Date of Departure by After 12:00 P.M. Half Rate \$ 18.00
- on Date of Departure by Before 12:00 P.M. Full Rate \$ 27.00

Please Check One (Return meal rate)

- on Date of Return by Before 5:00 P.M. Half Rate \$ 18.00
- on Date of Return by After 5:00 P.M. Full Rate \$ 36.00

\* \$36.0 per diem no receipts required. \*\*NOTE\*\* there is no meal per diem if you departure and return are on the same date

\* (Note: Please use the items checked above to fill out section 2 below)

#### Section 2: Travel Estimated Breakdown

\* CC CREDIT CARD EXPENSE BREAKDOWN

		* CC
Airfare	\$368.10	
Auto Rental		
Mileage (.40 /mile)		
Gas		
Meal rate on Departure date	18.00	
Meal per diem (\$36.00)	<del>72.00</del> 27	
Meal rate on Return date	36	
Lodging	93.00 106.95	
Other - Registration	100.00	
Other - Parking/Tolls		
Other - Taxi		
Other - Shuttle		
Other -		
<b>TOTAL</b>	<u>\$651.10</u>	<u>\$0.00</u>

#### FOR AUDITOR'S USE ONLY

Trans. Code: \_\_\_\_\_  
 Index: \_\_\_\_\_  
 Sub-Object: \_\_\_\_\_  
 Vendor: 1005875  
 Subsidiary: \_\_\_\_\_  
 Amount: \_\_\_\_\_

EMPLOYEE WILL REIMBURSED FROM OTHER SOURCE  NO  Y/N

#### Section 3: Signature and List of Names:

ADVANCE FROM COUNTY \$651.10 \$0.00  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_

NOTATION: SIGNING OF THIS FORM IS AN ACKNOWLEDGEMENT OF THE COUNTY TRAVEL POLICY WHICH AUTHORIZES THE SALARY OFFSET OF WAGES FOR NON-COMPLIANCE

EMPLOYEE [Signature]  
 SIGNATURE  
 DEPT. HEADS [Signature]  
 SIGNATURE

C.C.O. DATE

DATE: 30-May-13

El Paso County Travel Justification Form

Employee: BRIAN J. HAGGERT Signature Date: 5/30/2013
Dept. Head: Signature Date:
Dept: JP#2 Job Title: JUDGE

Travel Funding Source: X County Grant Other
Will any funds be reimbursed by another entity?
Travel Account No: Balance Remaining for FY

Purpose: (check one)

Statutorily Required Training to Hold Elective Office
Statue Refrence:
My effective office requires number of training hours annually.
I have already fulfilled of these hours for this time period.
Estimated hours to be obtained from this course?
Please provide documentation for hours needed.

Professional or Technical Training to Maintain License/Certification
(peace officers, attorneys, CPAs, technical certifications, etc.)
My effective office requires number of training hours annually.
I have already fulfilled of these hours for this time period.
Estimated hours to be obtained from this course?

Additional Professional or Technical Training NOT Required to Maintain License/Certification

Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy
Entity Name:
Purpose of Visit:

Travel for Program Revenue Enhancement/Sales Opportunity
Explain:

Program Development Training
Explain:

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.)

# NEW RULES CURRICULUM

As provided by HB79, passed during the 82nd Legislative Session, the Supreme Court adopted new rules of Justice Court effective August 31, 2013. This class will introduce Justices of the Peace and Court Personnel to the new rules governing our courts which have been promulgated by the Supreme court. Legal analysis and impact on the court will be addressed by TJCTC legal staff. Questions and discussion time will be provided.

After the class the student should be able to:

- identify changes in procedure caused by the promulgation of new rules;
- understand the impact of the changes in court policy, procedures and forms;
- process cases correctly under the new rules;
- assimilate cases from the old system into the new system;
- use technology to locate the new rules, and process cases effectively and efficiently.

## WORKSHOP SCHEDULE & ATTENDANCE ELIGIBILITY

<b>Day 1</b>	8 to 9 a.m.	Registration/Continental Breakfast
	9 to Noon	Legislative Update
	Noon to 1 p.m.	Group Lunch
<b>Day 2</b>	1 to 4 p.m.	Legislative Update continues
	7 to 8 a.m.	Continental Breakfast
	8 a.m. to Noon	New Rules

*Lodging*  
 + 93 (2 nights)  
 13.95 (tax 15%)  
 -----  
 106.95

DATE OF WORKSHOP	LOCATION	SURCHARGE
July 22-23, 2013	San Marcos Embassy Suites San Marcos	Single or Share w/ Spouse \$47.50 + tax
July 25-26, 2013	San Antonio The Menger Hotel	Single or Share w/ Spouse \$49.50 + tax
July 29-30, 2013	Tyler Holiday Inn South Broadway	Single or Share w/ Spouse \$42.50 + tax
August 1-2, 2013	League City South Shore Harbour	Single or Share w/ Spouse \$42.50 + tax
August 5-6, 2013	Corpus Christi Omni Bayfront	Single or Share w/ Spouse \$46.50 + tax
August 8-9, 2013	Granbury Resort Conference Center in conjunction with North Texas JPCA Conference	Town View King/DbL. Queen — \$85 Lake View King/DbL. Queen — \$104 See Registration Insert
August 13-14, 2013	South Padre Pearl Hotel	Single or Share w/ Spouse \$42.50 + tax
August 20-21, 2013	Lubbock Overton Hotel & Conf. Center	Single or Share w/Spouse \$42.50 + tax

**ATTENDANCE ELIGIBILITY:** You must be a justice of the peace or a full-time court clerk to attend. Attendees will be confirmed on a first come — first served basis. Space is limited, so please register as soon as possible.

☐  
**INVOICE**

TEXAS JUSTICE  
COURT TRAINING  
CENTER  
Texas State  
University/San Marcos  
701 Brazos Street Ste.  
710  
Austin, Texas 78701  
(512) 347-9927  
(512) 347-9921 fax

**PLEASE MAIL  
INVOICE WITH  
PAYMENT**

If your payment has been  
submitted please disregard  
invoice

Date: 5/29/2013

Bill To:

Seminar: FY\_13 Legislative Update  
Workshop

Seminar Location: Corpus Christi  
Seminar Dates: 8/5/2013 - 8/6/2013

P.O. #	CHECK#	DATE PAYMENT RECEIVED	DUE DATE
			7/19/2013

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	Registration Fee	\$60	1
1	Texas State University Overhead Assessment	\$40	1
	Subtotal		<b>\$100</b>
		<b>TOTAL DUE</b>	<b>\$100</b>

Make all checks payable to: **Texas State University/San Marcos**  
Please refer all inquiries to: Texas Justice Court Training Center, Laura Villarreal  
(512) 347-9927, ext 200.

Search Southwest

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Search Flights Select Flights Price Purchase Confirmed

El Paso, TX to Corpus Christi, TX

Air

Total Price: \$368.10

ITINERARY

<b>DEPART</b> AUG 4	<b>11:25 AM</b>	Depart El Paso, TX (ELP) on Southwest Airlines	Flight #1265	
<b>SUN</b>				<b>Sunday, August 4, 2013</b>
	02:20 PM	Arrive in Houston (Hobby), TX (HOU)		
	03:40 PM	Change to Southwest Airlines in Houston (Hobby), TX (HOU)	Flight #2137	Travel Time 4 h 05 m (1 stop, includes 1 plane change) Wanna Get Away
	04:30 PM	Arrive in Corpus Christi, TX (CRP)		
<b>RETURN</b> AUG 6	<b>04:05 PM</b>	Depart Corpus Christi, TX (CRP) on Southwest Airlines	Flight #46	
<b>TUE</b>				<b>Tuesday, August 6, 2013</b>
	04:55 PM	Arrive in Houston (Hobby), TX (HOU)		
	05:25 PM	Change to Southwest Airlines in Houston (Hobby), TX (HOU)	Flight #556	Travel Time 3 h 05 m (1 stop, includes 1 plane change) Wanna Get Away
	06:10 PM	Arrive in El Paso, TX (ELP)		

Quick Air Links

- Check In
- Change Flight
- Check Flight Status

Account Login

Enroll Now!

- Account Number or Username
- Password (Case Sensitive)
- Remember Me
- Need help logging in?

Manage Travel

Shopping Cart

Air

Modify | Remove

AUG 4	Depart Flt 1265/2137	
SUN	ELP CRP	
	11:25 AM 4:30 PM	
Adult Air fare per person		
Wanna Get Away fare		\$181.80
AUG 6	Return Flt 46/556	
TUE	CRP ELP	
	4:05 PM 6:10 PM	
Adult Air fare per person		
Wanna Get Away fare		\$186.30
<b>Cost Breakdown</b>		
Adult \$368.10 x 1		\$368.10
Govt. Taxes & Fees		
We'll reserve the flight upon purchase completion.		
<b>Trip Total</b>		<b>\$368.10</b>

Not ready to book yet? Save this trip and book later.

Save Flight Checkout

Rapid Rewards

Travel Guide

What you need to know to travel:

Don't forget to check in for your flight(s) 24 hours before your trip on southwest.com or your mobile device. Southwest Airlines does not have assigned seats, so you can choose your seat when you board the plane. You will be assigned a boarding position based on your checkin time. The earlier you check in, within 24 hours of your flight, the earlier you get to board.

PRICE: ADULT

Trip	Routing	Fare Type   View Fare Rules	Fare Details	Quantity	Total
Depart	ELP-HOU-CRP	Wanna Get Away Excellent Value	<ul style="list-style-type: none"> <li>No Change Fees (applicable fare differences apply)</li> <li>Reusable Funds</li> <li>Transferable - no name changes allowed</li> <li>Non-refundable</li> </ul>	1	\$181.80
Return	CRP-HOU-ELP	Wanna Get Away Excellent Value	<ul style="list-style-type: none"> <li>No Change Fees (applicable fare differences apply)</li> <li>Reusable Funds</li> <li>Transferable - no name changes allowed</li> <li>Non-refundable</li> </ul>	1	\$186.30

Enroll in Rapid Rewards and earn at least 1993 Points per person for this trip. Already a Member? Log in to ensure you are getting the points you deserve.

Subtotal \$368.10  
Fare Breakdown

You can't find this great fare on any other website. Southwest fares are only on Southwest.com.

1st and 2nd Checked Bags Fly Free.  
Weight and size limits apply.

Bag Charge \$0.00

Air Total: \$368.10



Get \$100 after first purchase.

Apply Instantly

Modify Trip

Purchase your shopping cart...  
By clicking 'Continue', you agree to accept the fare rules and want to continue with this purchase



Add a Hotel

We'll keep an eye on your cart for you while you shop. Products not confirmed until purchase.

Search for hotels in Corpus Christi (08/04/2013 - 08/06/2013)

Close To (optional)  
Center of destination within 30 miles

Show Only (optional)

Hotel Chains Shop All Hotel Chains Pickup Date 08/04/2013 Dropoff Date 08/06/2013 Filter Hotels

**Trip Total \$368.10**

[Shop All](#)

[Read and accept our Terms and Conditions.](#) [Privacy Policy](#)

## El Paso County Auditor's Office Manual Voucher Form

Vendor No.: V008883 01  
 Voucher Total: \$395.00  
 No. of Lines: 2  
 T/C Hash : 476

Single Check (Y/N): \_\_\_\_\_  
 Date Entered: 06/06/2013  
 Entered by: AN

Preparer's Initials: AN  
 Amount Spelled: THREE HUNDRED NINETY FIVE DOLLARS AND NO CENTS

Vendor Name: TEXAS ENGINEERING EXTENSION SRVC

Street: 301 TARROW

City, State, Zip: COLLEGE STATION TX 77840

Subject: RG EDGR JIMNZ ELP, TX9/03-10/02/13GRNDWATR PRDUCTI

Line	Trans.	Amount	Index	Sub-Obj	G/L	Subsidiary	Bank #	Treasury #
01	238	295.00	EMONWATER	6705				
	Desc:	RG EDGR JIMNZ ELP, TX9/03-10/02/13GRNDWATR PRDUCTI						
02	238	100.00	GADMINRB	6705				
	Desc:	SILVIA GARCIA ELP, TX6/17-6/21/13BSIC CODE ENFRCMN						
03								
	Desc:							
04								
	Desc:							
05								
	Desc:							
06								
	Desc:							
07								
	Desc:							
08								
	Desc:							
09								
	Desc:							
10								
	Desc:							

Prepared by: JORGE LOPEZ TCAUD20-AUDITORS Date: 06/06/2013

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_



PLEASE NOTE: IF MORE THAN ONE PERSON ATTENDING, LIST UP TO 10 NAMES ON THE BOTTOM

### County of El Paso Travel Request Form

TJ

Travel

Type: **ADVANCE** Texas Engineering Extension (TEEX)

Name: Edgar Jimenez Department: Public Works

Date of Trip: Departure Date: 9/30-10/2/2013 Destination: Training - El Paso

\* Event: Groundwater Production Training to maintain license

County Related Purpose: \_\_\_\_\_

**\* Use of GADMINGF Funds requires legislative impact explanation**

Department Index: GROUNDWATER Sub-Object: 6705

COUNTY EMPLOYEE? CIRCLE/MOVE ARROW YES NO

#### Section 1: Guidelines for Determining Meal Rates Allowance MOVE ARROW

*Please Check One (Departure meal rate)*

<input type="checkbox"/>	on Date of Departure by	After 12:00 P.M.	Half Rate	\$ 18.00
<input checked="" type="checkbox"/>	on Date of Departure by	Before 12:00 P.M.	Full Rate	\$ 27.00

*Please Check One (Return meal rate)*

<input checked="" type="checkbox"/>	on Date of Return by	Before 5:00 P.M.	Half Rate	\$ 18.00
<input type="checkbox"/>	on Date of Return by	After 5:00 P.M.	Full Rate	\$ 36.00

\* \$36.0 per diem no receipts required. \*\*NOTE\*\* there is no meal per diem if you departure and return are on the same date

\* (Note: Please use the items checked above to fill out section 2 below)

#### Section 2: Travel Estimated Breakdown

\* CC CREDIT CARD EXPENSE BREAKDOWN

	CC	CC
Airfare	_____	_____
Auto Rental	_____	_____
Mileage (.40 /mile)	_____	_____
Gas	_____	_____
Meal rate on Departure date	_____	_____
Meal per diem (\$36.00)	_____	_____
Meal rate on Return date	_____	_____
Lodging	_____	_____
Other - Registration	<u>-295.00</u>	<u>check to</u>
Other - Parking/Tolls	<u>training sponsor</u>	
Other - Taxi	_____	_____
Other - Shuttle	_____	_____
Other -	_____	_____
<b>TOTAL</b>	<u>\$295.00</u>	<u>\$0.00</u>

#### FOR AUDITOR'S USE ONLY

Trans. Code: \_\_\_\_\_

Index: \_\_\_\_\_

Sub-Object: \_\_\_\_\_

Vendor: VOE 883

Subsidiary: \_\_\_\_\_

Amount: \_\_\_\_\_

EMPLOYEE WILL REIMBURSED FROM OTHER SOURCE  Y/N

#### Section 3: Signature and List of Names:

CC

ADVANCE FROM COUNTY \$295.00 \$0.00

Name: _____	Name: _____
Name: _____	Name: _____
Name: _____	Name: _____
Name: _____	Name: _____
Name: _____	Name: _____

NOTATION: SIGNING OF THIS FORM IS AN ACKNOWLEDGEMENT OF THE COUNTY TRAVEL POLICY WHICH AUTHORIZES THE SALARY OFFSET OF WAGES FOR NONCOMPLIANCE

EMPLOYEE SIGNATURE: Edgar Jimenez

DEPT. HEADS SIGNATURE: [Signature]

C.C.O. DATE \_\_\_\_\_

DATE: 30-May-13

El Paso County Travel Justification Form

Employee: Edgar Jimenez  
Dept. Head: Ernesto Carrizal  
Dept: Public Works

Signature: [Signature] Date: 5/31/2013  
Signature: [Signature] Date: 6/3/2013  
Job Title: Public Works Director

Travel Funding Source: X County      Grant      Other       
Will any funds be reimbursed by another entity? NO  
Travel Account No: EMERWATER-6205 Balance Remaining for FY: \$700.00

Purpose: (check one)

Statutorily Required Training to Hold Elective Office

Statue Refrence:  
My effective office requires      number of training hours annually.  
I have already fulfilled      of these hours for this time period.  
Estimated hours to be obtained from this course?       
Please provide documentation for hours needed.

Professional or Technical Training to Maintain License/Certification

(peace officers, attorneys, CPAs, technical certifications, etc.)  
My effective office requires 2044 number of training hours annually.  
I have already fulfilled 16 of these hours for this time period.  
Estimated hours to be obtained from this course? 20

Additional Professional or Technical Training NOT Required to Maintain License/Certification

Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy

Entity Name:       
Purpose of Visit:     

Travel for Program Revenue Enhancement/Sales Opportunity

Explain:     

Program Development Training

Explain:     

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:



www.TEEX.org

### Class Schedule

Start Date	End Date	Start Time	Location	Price	Class Status
7/16/13	7/18/13	800	Webster, TX USA	\$325.00 full participant rate	Open
9/30/13	10/2/13	800	El Paso, TX USA	\$325.00 full participant rate	Open
10/15/13	10/17/13	800	The Woodlands, TX USA	\$325.00 full participant rate	Open

This schedule is subject to change without notice. If you have not received confirmation of the class prior to the class start, please [contact us](#) to get the latest schedule.

### Course Description

#### Course Number

**WWW002 — Groundwater Production**

#### Hours

20.00 Hours

#### Description

You can earn certification through the Texas A&M Engineering Extension Service's course –Groundwater Production (WWW002). Participants will learn the origins and sources of groundwater, the physical and chemical characteristics of groundwater and groundwater treatment. Considerations for well location and construction are topics of discussion. Highly qualified and licensed instructors will teach you about pumps and motors, well problems and maintenance, storage and distribution and the importance of records, maps and reports.

#### Topics

- Origins and sources of groundwater
- Characteristics of groundwater
- Groundwater treatment
- 
- Disinfection
- 
- Hydraulics
- 
- Well location considerations
- 
- Well construction
- 
- Pumps and motors
- 
- Well problems and maintenance
-

- Storage and distribution
- 
- Records, maps and reports

### **Audience**

- Water utilities field operations superintendent
- 
- Field coordinators
- 
- Field utility specialists
- 
- Private well owners
- 
- Irrigation technicians
- 
- Other areas responsible for operation of a groundwater system

### **Other Information**

Upon successful completion of this course, you will be issued 20 hours of training credit toward water licensing by the Texas Commission on Environmental Quality (TCEQ). TEEX is authorized by International Association for Continuing Education and Training (IACET) to offer 2.0 CEUs for this program.

**NOTE: Law Enforcement Officers please remember to provide us your PID number so we can ensure that you get TCLEOSE credit.**

### **Price**

Prices may vary by date and location.

© Texas A&M Engineering Extension Service - A member of The Texas A&M University System  
301 Tarrow • College Station, Texas 77840-7896  
979-458-6800 • [websupport@teex.tamu.edu](mailto:websupport@teex.tamu.edu) • [www.teex.com](http://www.teex.com)

# Spring 2013 Training Schedule

## BACKFLOW PREVENTION ASSEMBLY TESTING (BPAT)

CITY DATE START TIME PHONE CLASS #

### BPAT School (WWW500) - \$525 - 40 Hours

Pearland Sep 16-20 8 a.m. 281-652-1900 88  
 N. Richland Hills Sep 30-Oct 4 8 a.m. 817-427-6450 90

### BPAT 24-Hour Continuing Education (WWW505) - \$425 - 24 Hours

Bryan Feb 19-21 8 a.m. 800-723-3811 16  
 N. Richland Hills Oct 15-17 8 a.m. 817-427-6450 17  
 Pearland Nov 19-21 8 a.m. 281-652-1900 15  
 Mission Dec 3-5 8 a.m. 956-580-8778 14

### BPAT Refresher - Rules and Regulations (WWW501) - \$225 - 8 Hours

Bryan Feb 19 8 a.m. 800-723-3811 89  
 N. Richland Hills Oct 15 8 a.m. 817-427-6450 90  
 Pearland Nov 19 8 a.m. 281-652-1900 88  
 Mission Dec 3 8 a.m. 956-580-8778 87

### BPAT Refresher - 16-Hour Continuing Ed. (WWW502) - \$325 - 16 Hours

Bryan Feb 20-21 8 a.m. 800-723-3811 92  
 N. Richland Hills Oct 16-17 8 a.m. 817-427-6450 93  
 Pearland Nov 20-21 8 a.m. 281-652-1900 91  
 Mission Dec 4-5 8 a.m. 956-580-8778 90

### BPAT Refresher - Practical Skills (Hands-On) (WWW504) - \$225 - 8 Hours

Bryan Feb 21 8 a.m. 800-723-3811 90  
 N. Richland Hills Oct 17 8 a.m. 817-427-6450 91  
 Pearland Nov 21 8 a.m. 281-652-1900 89  
 Mission Dec 5 8 a.m. 956-580-8778 88

*TeC H2O Center  
 10751 Montana  
 El Paso TX 79925 (915) 594-5523*

## WATER CREDIT COURSES

CITY DATE START TIME PHONE CLASS #

### Basic Water Works Operations (WWW001) - \$295 - 20 Hours

(Required for Class D & C Water Licenses)

Kernville Feb 19-21 8 a.m. 830-896-5445 242  
 N. Richland Hills Feb 25-28 9 a.m. 817-427-6450 247  
 Mineral Wells Feb 25-27 8 a.m. 940-328-7774 248  
 Conroe May 6-9 5 p.m. 936-522-3885 235  
 Corsicana May 6-8 8 a.m. 903-654-4889 240  
 Lubbock May 14-16 8 a.m. 806-776-7000 241  
 San Antonio May 21-23 8 a.m. 800-723-3811 249  
 Denton Aug 6-8 8 a.m. 940-349-8463 232  
 Wylie Aug 6-8 8 a.m. 972-442-5405 244  
 Conroe Sep 9-12 5 p.m. 936-522-3885 236

### Groundwater Production (WWW002) - \$295 - 20 Hours

(Required for Class C & B Groundwater Licenses and Class A Water License)

Rosenberg Feb 19-21 8 a.m. 832-595-3582 128  
 Conroe Mar 4-7 5 p.m. 936-522-3885 122  
 Lufkin Mar 19-21 8 a.m. 936-633-0230 123  
 Frisco Mar 19-21 8 a.m. 972-292-5800 131  
 Bastrop Apr 2-4 8 a.m. 512-321-2124 126  
 Pearland Apr 9-11 8 a.m. 281-652-1900 127  
 Temple Apr 23-25 8 a.m. 254-298-5626 121  
 Webster Jul 16-18 8 a.m. 281-316-3700 129  
 El Paso Sep 30-Oct 2 8 a.m. 915-594-5523 132

### Water Distribution (WWW003) - \$295 - 20 Hours

(Required for Class C & B Distribution Licenses, Class B Ground and Surface Licenses and Class A Water License)

Lake Jackson Mar 5-7 8 a.m. 979-415-2683 234  
 El Paso Mar 11-13 8 a.m. 915-594-5523 245  
 Conroe Apr 1-4 5 p.m. 936-522-3885 228

# Infrastructure Training & Safety Institute Registration Form

Phone: 800-SAFE-811 (800-723-3811) Website: teex.org/itsi Fax: 979-458-1426  
 Mailing Address: TEEX-ITSI, PO Box 40006, College Station, TX 77842-4006 Shipping Address: TEEX-ITSI, 200 Technology Way, College Station, TX 77845-3424

**DO NOT EMAIL THIS REGISTRATION FORM**

For your security and ours, TEEX cannot accept personal information such as social security numbers or credit card information via email.

## Fill Out Registration Form. (Photocopies can be made for additional participants.)

**GSA Eligible?**  Yes  No

Edgar Jimenez Participant Name 449-95-3204 TEEEX Student ID\*\* (or Full Social Security Number\*)

WUW002 Course # Grandwater Production Course Name E1 Paso Class Date Sept. 30 Class Fee \$ 295.00

E1 Paso County Organization Norma Palacios Supervisor Name E1 Paso, Texas City/State/Zip 79138

14618 Van Lane Address 915 Fax 856-9019

474-2508 Phone edjimenez@epcounty.com Email

**NOTE:** Are you licensed by the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE)? If so, enter your PID# \_\_\_\_\_

**NOTE:** Are you a water/wastewater worker licensed by the Texas Commission on Environmental Quality (TCEQ)? If so, enter your TCEQ License# W9 000 2430

\*Section 7(b) of the Privacy Act of 1974 (5 U.S.C. 552a) requires that when any federal, state or local government agency requests an individual to disclose his or her social security account number (SSN), that individual also must be advised whether that disclosure is mandatory or voluntary, by what statutory or other authority the number is solicited and what uses will be made of it. (Call 800-SAFE-811 or 800-723-3811 for full privacy statement.) \*\* New students will receive a student ID number from TEEX.

**Payment Information** – Advance registration is required. Payment must accompany registration.

**Total Amount Due** \$ 295.00

Arrange payment by one of the following methods:

- Check\*\*/Money Order/Cashier's Check** enclosed payable to TEEX - (Please add course number, course name, and course date)
- Purchase Order** (Copy of official and signed company PO must be attached. TEEX will send you an invoice)
- Credit Card**

MasterCard  VISA  American Express  Discover  PIN-less Debit Card

(Print) Name on card \_\_\_\_\_ Last 4 Digits of card number: \_\_\_\_\_

Signature \_\_\_\_\_

TEEX CUSTOMER CARE  
CUT AND SHRED ALL BELOW

FOR CUSTOMER SECURITY: REQUIRED INFORMATION BELOW WILL BE DESTROYED ONCE PAYMENT IS PROCESSED

TEEX CUSTOMER CARE  
CUT AND SHRED ALL BELOW

Credit Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_ (MM/YY)

\*\*\*By sending your check, please be aware that you are authorizing the Texas Engineering Extension Service (TEEX) to make a one-time electronic debit from your account at the financial institution on your check. This electronic debit will be for the amount of the check; no additional amount will be added to the amount and ALL transactions will remain secure. Please contact TEEX's Financial Services Department at 979-458-6906 to learn about other payment options if you prefer NOT to have your check used in this way. We value your business and appreciate your selecting TEEX for your training needs.

### Transfers, Cancellations, and Refund Policy

If you cannot attend a class, you MUST contact TEEX in advance to either transfer or cancel your registration. Please refer to the transfer, cancellation, and no-show policy listed below.

- Transfers:
  - Transfers to another scheduled class (or from one customer to another) are accepted at any time before the start of the class at no charge.
  - Customers are encouraged to transfer to a future scheduled class of the same course.
  - If the customer cannot transfer to a scheduled class of the same course, then he/she may transfer to another class of a different course and receive either a refund or pay the difference between the two class fees

(if applicable)

- If the customer cannot attend any scheduled class, then the Cancellation/Refund Policy is in effect. Cancellations:

- TEEX will provide a full refund if you cancel 15 or more calendar days before the start of the class.
- Cancellations received 14 calendar days or less before the start of the class will be charged a fee of 10% of the class tuition.

If TEEX cancels a class, customers will be offered: 1) a transfer to a scheduled class of the same course; 2) a transfer to another class of a different course (customers will receive either a refund or pay the difference between the two class fees, if applicable); 3) a full refund.

No Shows: Registered participants who do not contact TEEX in advance to cancel their registration and do not attend their scheduled class will be charged the entire class fee.

Learning/Home Study Courses: Refunds are not available for eLearning or home study courses, nor may the course be transferred from one customer to another.

With few exceptions, you have the right to request, receive, review and correct information about yourself collected using this form.



PLEASE NOTE: IF MORE THAN ONE PERSON ATTENDING, LIST UP TO 10 NAMES ON THE BOTTOM

### County of El Paso Travel Request Form

TO

*(TEEX) Texas Engineering Extra Service*

Travel

Type: **ADVANCE**

Name: Silvia Garcia Department: Public Works  
 Date of Trip: Departure Date: 6/17/2013-6/21/2013 Destination: Training - El Paso  
 \* Event: Basic Code Enforcement - Training to maintain license  
 County Related Purpose: \_\_\_\_\_

\* Use of **GADMINGF** Funds requires legislative impact explanation

Department Index: GADMIN RB - 6705 Sub-Object: 2357.99 6705  
 COUNTY EMPLOYEE? CIRCLE/MOVE ARROW YES NO

#### Section 1: Guidelines for Determining Meal Rates Allowance MOVE ARROW

Please Check One (Departure meal rate)

on Date of Departure by After 12:00 P.M. Half Rate \$ 18.00  
 on Date of Departure by Before 12:00 P.M. Full Rate \$ 27.00

Please Check One (Return meal rate)

on Date of Return by Before 5:00 P.M. Half Rate \$ 18.00  
 on Date of Return by After 5:00 P.M. Full Rate \$ 36.00

\* \$36.0 per diem no receipts required. \*\*NOTE\*\* there is no meal per diem if you departure and return are on the same date

\* (Note: Please use the items checked above to fill out section 2 below)

#### Section 2: Travel Estimated Breakdown

\* CC CREDIT CARD EXPENSE BREAKDOWN

	CC	CC
Airfare	_____	_____
Auto Rental	_____	_____
Mileage (.40 /mile)	_____	_____
Gas	_____	_____
Meal rate on Departure date	_____	_____
Meal per diem (\$36.00)	_____	_____
Meal rate on Return date	_____	_____
Lodging	_____	_____
Other - Registration	100.00	_____
Other - Parking/Tolls	_____	_____
Other - Taxi	_____	_____
Other - Shuttle	_____	_____
Other - _____	_____	_____
<b>TOTAL</b>	<u>\$100.00</u>	<u>\$0.00</u>

*check to training sponsor*

#### FOR AUDITOR'S USE ONLY

Trans. Code: \_\_\_\_\_  
 Index: \_\_\_\_\_  
 Sub-Object: \_\_\_\_\_  
 Vendor: 400883  
 Subsidiary: \_\_\_\_\_  
 Amount: \_\_\_\_\_

EMPLOYEE WILL REIMBURSED FROM OTHER SOURCE  Y/N

#### Section 3: Signature and List of Names:

CC

ADVANCE FROM COUNTY \$100.00 \$0.00  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_ Name: \_\_\_\_\_

NOTATION: SIGNING OF THIS FORM IS AN ACKNOWLEDGEMENT OF THE COUNTY TRAVEL POLICY WHICH AUTHORIZES THE SALARY OFFSET OF WAGES FOR NONCOMPLIANCE

EMPLOYEE Silvia Garcia  
 SIGNATURE \_\_\_\_\_  
 DEPT. HEADS \_\_\_\_\_  
 SIGNATURE \_\_\_\_\_

C.C.O. DATE \_\_\_\_\_

DATE 30-May-13

# El Paso County Travel Justification Form

Employee: Silvia Garcia  
Dept. Head: Ernesto Carrizal  
Dept: Public Works

Signature: [Signature] Date: 5/30/13  
Signature: [Signature] Date: 6/31/2013  
Job Title: Public Works Director

Travel Funding Source: X County      Grant      Other       
Will any funds be reimbursed by another entity? NO  
Travel Account No: SADMZNRB-6705 Balance Remaining for FY: #8357.99

**Purpose: (check one)**

- Statutorily Required Training to Hold Elective Office**  
Statue Refrence:  
My effective office requires      number of training hours annually.  
I have already fulfilled      of these hours for this time period.  
Estimated hours to be obtained from this course?       
Please provide documentation for hours needed.
  
- Professional or Technical Training to Maintain License/Certification**  
(peace officers, attorneys, CPAs, technical certifications, etc.)  
My effective office requires      number of training hours annually.  
I have already fulfilled      of these hours for this time period.  
Estimated hours to be obtained from this course?
  
- Additional Professional or Technical Training NOT Required to Maintain License/Certification**
  
- Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy**  
Entity Name:       
Purpose of Visit:
  
- Travel for Program Revenue Enhancement/Sales Opportunity**  
Explain:
  
- Program Development Training**  
Explain:
  
- 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:**

Search TEEEX

Go

# Public Works

## Infrastructure Training & Safety Institute

[Español](#) | [Register](#) | [Course Catalog](#) | [Course Calendar](#) | [Online Courses](#) | [DHS-FEI](#)

### Class Details

#### IS COD300 13 — Basic Code Enforcement

Price	Start Date	End Date	Start Time	Instructor	Location
\$100.00 full participant rate	6/17/2013	6/21/2013	800	Reggie Jackson	City of El Paso MSC buildir 7968 San Paulo El Paso, TX 79907 USA

**Directions:**

Class location and nearby lodging

### Course Description

#### COD300 - Basic Code Enforcement - 36.00 Hours

**Prerequisites**

None.

**Description**

**NOTE: Law Enforcement Officers please remember to provide us your PID number so we can ensure that you get TCLEOSE cre**

This course instructs you in how to legally and effectively administer compliance programs in land-use and nuisance abatement. TEEEX is program.

**Topics**

- Zoning
- Home Occupations
- Sign Regulations
- High Weeds and Trash
- Abandoned and Junk Vehicles
- Legal Aspects
- Minimum Housing Standards
- Dangerous Building Abatement

**Audience**

Code enforcement officers.

**Other Information**

None.

**Contact:**

Infrastructure Training & Safety Institute

## El Paso County Auditor's Office Manual Voucher Form

Vendor No.: V024568 01  
 Voucher Total: \$472.83  
 No. of Lines: 1  
 T/C Hash : 238  
 Preparer's Initials: D7  
 Amount Spelled: FOUR HUNDRED,  
SEVENTY TWO DOLLARS AND EIGHTY THREE CENTS

Single Check (Y/N): \_\_\_\_\_  
 Date Entered: 06/06/2013  
 Entered by: D7

Vendor Name: DREW T DURHAM

Street: 2202 SUL ROSS ST.

City, State, Zip: SAN ANGELO, TX 76904

Subject: AUSTIN, TX4/29-4/30/13FINANCIAL AND CRIMES CONF

Line	Trans.	Amount	Index	Sub-Obj	G/L	Subsidiary	Bank #	Treasury #
01	238	472.83	DABORDERPR13	6602				
	Desc:	<u>AUSTIN, TX4/29-4/30/13FINANCIAL AND CRIMES CONF</u>						
02	Desc:							
03	Desc:							
04	Desc:							
05	Desc:	<b>GRANT FUNDS</b>						
06	Desc:	<u>6/6/13 EM</u>						
07	Desc:							
08	Desc:							
09	Desc:							
10	Desc:							

Prepared by: EDWIN MORALES TCAUD48-AUDITORS EM Date: 06/06/2013

Approved by: *[Signature]* Date: 6/6/13

**RECEIVED**  
MAY 20 2013  
EL PASO  
COUNTY AUDITOR



**RECEIVED**  
MAY 28 2013  
EL PASO COUNTY  
COUNTY AUDITOR

County of El Paso  
Travel Request Form

V024568

Travel  
Type: **REIMBURSEMENT**

Name: Jaime Esparza Department: District Attorney  
 Date of Trip: Departure Date: 04/29/13 Return Date: 04/30/13 Destination: Austin, TX  
 \* Event: Office of Attorney General, Financial Crimes and Money Laundering Conference  
 County Related Purpose: Presentation on Border Prosecution Unit, Tuesday, April 30, 2103 (see attached agenda.)  
 \* Use of **GADMINGF** Funds requires legislative impact explanation  
 Department Index: DABORDERPR12 Sub-Object: 6705  
 COUNTY EMPLOYEE? CIRCLE/MOVE ARROW YES NO

**Section 1: Guidelines for Determining Meal Rates Allowance** MOVE ARROW

Please Check One (Departure meal rate)

on Date of Departure by After 12:00 P.M. Half Rate \$ 18.00  
 on Date of Departure by Before 12:00 P.M. Full Rate \$ 27.00

Please Check One (Return meal rate)

on Date of Return by Before 5:00 P.M. Half Rate \$ 18.00  
 on Date of Return by After 5:00 P.M. Full Rate \$ 36.00

\* \$36.0 per diem no receipts required. \*\*NOTE\*\* there is no meal per diem if you departure and return are on the same date  
 \* (Note: Please use the items checked above to fill out section 2 below)

**Section 2: Travel Estimated Breakdown**

\* CC CREDIT CARD EXPENSE BREAKDOWN

		* CC
Airfare	_____	_____
Auto Rental	_____	_____
Mileage (.40 /mile)	168.33	<input checked="" type="checkbox"/>
Gas	_____	_____
Meal rate on Departure date	27.00	_____
Meal per diem (\$36.00)	<del>72.00</del>	_____
Meal rate on Return date	36.00	_____
Lodging	241.50	<input checked="" type="checkbox"/>
Other - Registration	_____	_____
Other - Parking/Tolls	_____	_____
Other - Taxi	_____	_____
Other - Shuttle	_____	_____
Other -	_____	_____
<b>TOTAL</b>	<u><del>\$544.83</del></u>	<u>\$0.00</u>

**FOR AUDITOR'S USE ONLY**

Trans. Code: \_\_\_\_\_

Index: \_\_\_\_\_

Sub-Object: \_\_\_\_\_

Vendor: \_\_\_\_\_

Subsidiary: \_\_\_\_\_

Amount: \_\_\_\_\_

472.83 EMPLOYEE WILL REIMBURSED FROM OTHER SOURCE  Y  Y/N

**Section 3: Signature and List of Names:**

REIMBURSEMENT AMOUNT: \$472.83 CC \$0.00

Traveler:  
Drew Durham

NOTATION: SIGNING OF THIS FORM IS AN ACKNOWLEDGEMENT OF THE COUNTY TRAVEL POLICY WHICH AUTHORIZES THE SALARY OFFSET OF WAGES FOR NONCOMPLIANCE

EMPLOYEE SIGNATURE: [Signature] 10 May 2013

DEPT. HEADS SIGNATURE: \_\_\_\_\_

C.C.O. DATE \_\_\_\_\_

DATE: 10-May-13

El Paso County Travel Justification Form

Employee: Drew Durham  
Supervisor: \_\_\_\_\_  
Dept: District Attorney

Signature: [Signature] Date: 5/10/2013  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Job Title: BPU Regional Counsel

Travel Funding Source: \_\_\_\_\_ County  Grant \_\_\_\_\_ Other \_\_\_\_\_  
Will any funds be reimbursed by another entity? \_\_\_\_\_  
Travel Account No: \_\_\_\_\_ Balance Remaining for FY: \_\_\_\_\_

Purpose: (check one)

Statutorily Required Training to Hold Elective Office

Statue Reference: \_\_\_\_\_  
My effective office requires \_\_\_\_\_ number of training hours annually.  
I have already fulfilled \_\_\_\_\_ of these hours for this time period.  
Estimated hours to be obtained from this course? \_\_\_\_\_  
Please provide documentation for hours needed. \_\_\_\_\_

Professional or Technical Training to Maintain License/Certification

(peace officers, attorneys, CPAs, technical certifications, etc.)  
My effective office requires \_\_\_\_\_ number of training hours annually.  
I have already fulfilled \_\_\_\_\_ of these hours for this time period.  
Estimated hours to be obtained from this course? \_\_\_\_\_

Additional Professional or Technical Training NOT Required to Maintain License/Certification

Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy

Entity Name: \_\_\_\_\_  
Purpose of Visit: \_\_\_\_\_

Travel for Program Revenue Enhancement/Sales Opportunity

Explain: \_\_\_\_\_

Program Development Training

Explain: \_\_\_\_\_

Travel to Professional, County, or Elected Officials' Organization Meeting/Convention

(County Clerk's Association, TAG, 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: Presentation at OAG Financial Crimes and Money Laundering Conference.



# Holiday Inn

05-01-13

<b>Drew Taylor Durham</b> 1015 Austin St San Angelo TX 76903-7231 US	Folio No. : A/R Number : Group Code : <b>OAG</b> Company : <b>Office of teh Attorney</b> Membership No. : <b>PC 825672729</b> Invoice No. :	Room No. : <b>903</b> Arrival : <b>04-27-13</b> Departure : <b>05-01-13</b> Conf. No. : <b>66397866</b> Rate Code : Page No. : <b>1 of 1</b>
---	--	---

Date	Description	Charges	Credits
<del>04-27-13</del>	<del>*Accommodation</del>	<del>105.00</del>	
<del>04-27-13</del>	<del>State Occupancy Tax</del>	<del>6.30</del>	
<del>04-27-13</del>	<del>City Occupancy Tax</del>	<del>9.45</del>	
<del>04-28-13</del>	<del>*Accommodation</del>	<del>105.00</del>	
<del>04-28-13</del>	<del>State Occupancy Tax</del>	<del>6.30</del>	
<del>04-28-13</del>	<del>City Occupancy Tax</del>	<del>9.45</del>	
04-29-13	*Accommodation	105.00	
04-29-13	State Occupancy Tax	6.30	
04-29-13	City Occupancy Tax	9.45	
04-30-13	*Accommodation	105.00	
04-30-13	State Occupancy Tax	6.30	
04-30-13	City Occupancy Tax	9.45	
05-01-13	MasterCard		
<b>Total</b>		<u>241.50</u> <del>483.00</del>	<u>241.50</u> <del>483.00</del>
<b>Balance</b>		<b>0.00</b>	

*Deduct  
DID  
status*

*241.50*  
*483.00*  
*241.50*  
*483.00*

Thank you for staying at the Holiday Inn Austin. Qualifying points for this stay will automatically be credited to your account. To make additional reservations online, update your account information or view your statement please visit [www.priorityclub.com](http://www.priorityclub.com). We look forward to welcoming you back soon.

**Guest Signature:** \_\_\_\_\_

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

**Office of the Attorney General's  
Financial Crimes & Money Laundering Conference  
April 29-30, 2013  
Holiday Inn Midtown  
6000 Middle Fiskville Road  
Austin, Texas 78752**

**AGENDA**

**Sunday, April 29, 2013**

**3:00 - 6:00 p.m.**

**Registration for early arrivals**

**Monday, April 29, 2013**

**7:00-8:00 a.m.**

**Registration**

**8:00-8:30 a.m.**

**Welcome and Introductions**

***Daniel Hodge, First Assistant Attorney General***  
Office of the Attorney General

***Clete Buckaloo, Director of Law Enforcement***  
Office of the Attorney General

***Presentation of the Colors***

Austin Police Department Honor Guard

**8:30-8:45 a.m.**

**OAG Money Laundering Efforts**

This session will include a discussion of current efforts by the OAG to conduct and assist other law enforcement agencies conducting money laundering investigations by providing investigative and analytical support.

***Major Forrest Mitchell***  
Office of the Attorney General

**8:45-9:30 a.m.**

**The Threat of Drug Cartels and Activities in Texas**

This presentation will cover the Border Security Operations Center and its effort to gather, analyze and disseminate information about criminal activity in and along the Southwest Border of Mexico. It will also identify current threats to Texas and the impact the Mexican and transnational criminal organizations are having on Texas crime statistics.

***Captain Aaron Grigbsy***  
Texas Rangers

**9:30-9:45 a.m.**

**Break**

**9:45-10:45 a.m.**

**Money Laundering Schemes in Texas: An Overview**

This session will cover the tried and true methods and schemes used by money laundering suspects and organizations to launder the proceeds of illicit activity. The presenter will also discuss how these methods differ geographically throughout the state.

***Captain David Boatright (Retired)***  
Office of the Attorney General

**10:45 a.m.-12:00 p.m.**

**Identifying Targets for Investigations**

The methods used by investigators who want to target money laundering suspects versus narcotics suspects will be discussed in this presentation. It will also cover database queries, obtaining financial information and analyzing these large amounts of information.

***Sergeant Marcos Martinez***

Office of the Attorney General

**12:00-1:15 p.m.**

**Lunch (on your own)**

**1:15-2:30 p.m.**

**Confidential Informants in Money Laundering Investigations**

This session will cover the use of confidential informants and suspects in developing money laundering cases, as well as identifying potential money stash houses and couriers engaged in money laundering activity.

***Sergeant Jesus Venegas***

Office of the Attorney General

**2:30-2:45 p.m.**

**Break**

**2:45-3:30 p.m.**

**Unlicensed Money Service Businesses and Money Couriers**

This segment will cover how law enforcement can work with regulators, in addition to using other laws, to interdict and seize illicit currency.

***TBD***

Texas Department of Banking

**3:30-5:00 p.m.**

**Case Preparation and Presentation for State Money Laundering Prosecutions**

This presentation will cover what a state prosecutor needs to proceed with a money laundering and asset forfeiture case. Everything from certified business records affidavits and sworn statements to evidence of the underlying criminal predicate offenses.

***TBD***

Office of the Attorney General

***Dawn McCraw***

Bexar County District Attorney's Office

**5:00**

**Adjourn**

**Tuesday, April 30, 2013**

**7:00-8:00 a.m.**

**Registration**

**8:00-9:00 a.m.**

**Executing Search and Seizure Warrants**

The segment is designed to provide investigators with the basics of executing a seizure warrant. From the preparation of the affidavit to the execution of the warrant at a financial institution, it will cover the pitfalls and difficulties in seizing the proceeds of money laundering.

***Lieutenant Tom Loper***

Office of the Attorney General

**9:00-9:30 a.m.**

**State Asset Forfeiture and Money Laundering**

This course will provide attendees with an overview of state asset forfeiture laws and their use in money laundering cases. It will also discuss how these laws can be used in non-traditional cases (other than narcotics trafficking).

***Kent Richardson, Assistant Attorney General***

Office of the Attorney General

9:30-9:45 a.m.

**Break**

9:45-10:15 a.m.

**State Asset Forfeiture and Money Laundering (Conclusion)**

10:15-11:00 a.m.

**Border Prosecution Unit Update**

The role and mission of the Border Prosecution Unit and its efforts to combine the resources of local district attorneys all along the border will be covered in this session. Details about how they work collaboratively to combat Mexican drug cartels and transnational criminal organizations will also be discussed.

**Mark Kimball, Regional Counsel (Region 2)**

Border Prosecution Unit

\***Drew Durham, Regional Counsel (Region 1)**

Border Prosecution Unit

11:00 a.m.-12:00 p.m.

**TBD**

12:00-1:15 p.m.

**Lunch (on your own)**

1:15-2:30 p.m.

**Successful Case Summaries**

Two successful money laundering investigations conducted by the OAG Money Laundering Team in cooperation with other state, local and federal law enforcement officials will be discussed. The purpose of these briefs is to provide attendees with information about target identification and development, as well as some strategies used during the development of the cases.

**Sergeant Jesus Venegas**

Office of the Attorney General

**Sergeant Marcos Martinez**

Office of the Attorney General

2:30-2:45 p.m.

**Break**

2:45-3:30 p.m.

**FINCEN Changes and Capabilities of New Systems**

FINCEN recently rolled out a new portal for access to Bank Secrecy Information. This presentation will discuss some of the new information available in the system and how queries are now performed.

**Lt. Tom Loper**

Office of the Attorney General

3:30-4:30 p.m.

**State Regulations of Import/Export Businesses**

This session is designed to provide attendees with information about how business and taxation information can be valuable to law enforcement officials who are conducting money laundering investigations. This information can be critical in determining the legitimacy of funds.

**TBD, Special Investigations Unit**

Texas State Comptroller's Office

4:30-5:00 p.m.

**Closing Session**

**Major Forrest Mitchell**

Office of the Attorney General





# CERTIFICATE of APPRECIATION

*The Office of the Attorney General presents this certificate to:*

*Drew T. Durham*

with sincere appreciation for your participation at the  
Office of the Attorney General's  
**Financial Crimes and Money Laundering Conference**  
held April 29-30, 2013

**Continuing Education Credits:**  
Texas Commission on Law Enforcement  
Officer Standards and Education (TCLEOSE): 14 Hours

Greg Abbott

ATTORNEY GENERAL OF TEXAS



Trip to:  
**2202 Sul Ross St**  
San Angelo, TX 76904-5308  
420.83 miles / 7 hours 43 minutes

Notes

Office of Attorney General  
Financial Crimes & Money Laundering Conference  
April 29-30, 2013  
Holiday Inn Midtown  
6000 Middle Fiskville Road  
Austin, Texas  
Early Registration on 4/29/2013

$420.83 \times .40 = 168.33$

**A** 2202 Sul Ross St, San Angelo, TX 76904-5308

- 1. Start out going **northwest** on **Sul Ross St** toward **Sac Ave.** [Map](#) **0.01 Mi**  
0.01 Mi Total
- 2. Take the 1st **left** onto **Sac Ave.** [Map](#) **0.4 Mi**  
0.4 Mi Total
- 3. Take the 3rd **left** onto **College Hills Blvd.** [Map](#) **1.5 Mi**  
1.9 Mi Total
- 4. Turn **left** onto **TX-306-LOOP E.** [Map](#) **0.08 Mi**  
1.9 Mi Total
- 5. Merge onto **TX-306-LOOP E** via the ramp on the **left.** [Map](#) **2.8 Mi**  
4.7 Mi Total
- 6. Merge onto **US-87 S** toward **Eden / Eldorado.** [Map](#) **72.8 Mi**  
77.6 Mi Total
- 7. Turn **right** onto **S Bridge St / US-87 / US-190 / US-377.** Continue to follow **US-87 / US-377.** [Map](#) **2.8 Mi**  
80.4 Mi Total
- 8. Turn **left** onto **TX-71.** [Map](#) **47.2 Mi**  
127.6 Mi Total
- 9. Turn **left** onto **TX-29 / TX-71 / W TX-29.** Continue to follow **TX-29.** [Map](#) **55.5 Mi**  
183.1 Mi Total
- 10. Turn **slight right** onto **US-183 S.** [Map](#) **3.6 Mi**  
186.7 Mi Total
- 11. **US-183 S** becomes **TX-183A S.** [Map](#) **1.2 Mi**  
187.8 Mi Total
- 12. **TX-183A S** becomes **TX-183A-TOLL S** (Portions toll) (Electronic toll collection only). [Map](#) **9.2 Mi**  
197.0 Mi Total
- 13. **TX-183A-TOLL S** becomes **US-183 S.** [Map](#) **11.7 Mi**  
208.6 Mi Total
- 14. Merge onto **I-35 S** toward **San Antonio.** [Map](#) **0.9 Mi**



15. Take the **US-290 E** exit, **EXIT 238B-A**, toward **RM-2222 W / Houston**. [Map](#) **0.1 Mi**  
209.7 Mi Total



16. Take the **FM-2222 W** exit, **EXIT 238A**. [Map](#) **0.3 Mi**  
210.0 Mi Total



17. Stay **straight** to go onto **I-35 N**. [Map](#) **0.1 Mi**  
210.1 Mi Total



18. Turn **right** onto **E Koenig Ln**. [Map](#) **0.2 Mi**  
210.3 Mi Total



19. Turn **right** onto **Middle Fiskville Rd**. [Map](#) **0.1 Mi**  
210.4 Mi Total



20. **6000 MIDDLE FISKVILLE RD** is on the **left**. [Map](#)



**A to B** Travel Estimate: **210.43 mi - about 3 hours 51 minutes**

**B** **6000 Middle Fiskville Rd, Austin, TX 78752-4315**



1. Start out going **northeast** on **Middle Fiskville Rd** toward **Tirado St**. [Map](#) **0.08 Mi**  
210.5 Mi Total



2. Turn **right** onto **Tirado St**. [Map](#) **0.1 Mi**  
210.7 Mi Total



3. Turn **left**. [Map](#) **0.02 Mi**  
210.7 Mi Total



4. Take the 1st **right** onto **I-35 N**. [Map](#) **0.02 Mi**  
210.7 Mi Total



5. Turn **left** to stay on **I-35 N**. [Map](#) **0.4 Mi**  
211.1 Mi Total



6. Merge onto **I-35 N**. [Map](#) **0.5 Mi**  
211.7 Mi Total



7. Merge onto **US-183 N** via **EXIT 240B** toward **Lampasas** (Portions toll) (Electronic toll collection only). [Map](#) **12.2 Mi**  
223.9 Mi Total



8. Stay **straight** to go onto **TX-183A-TOLL N** (Portions toll) (Electronic toll collection only). [Map](#) **9.2 Mi**  
233.1 Mi Total
















9. **TX-183A-TOLL N** becomes **TX-183A N**. [Map](#) **1.1 Mi**  
234.2 Mi Total



10. **TX-183A N** becomes **US-183 N**. [Map](#) **3.5 Mi**  
237.7 Mi Total



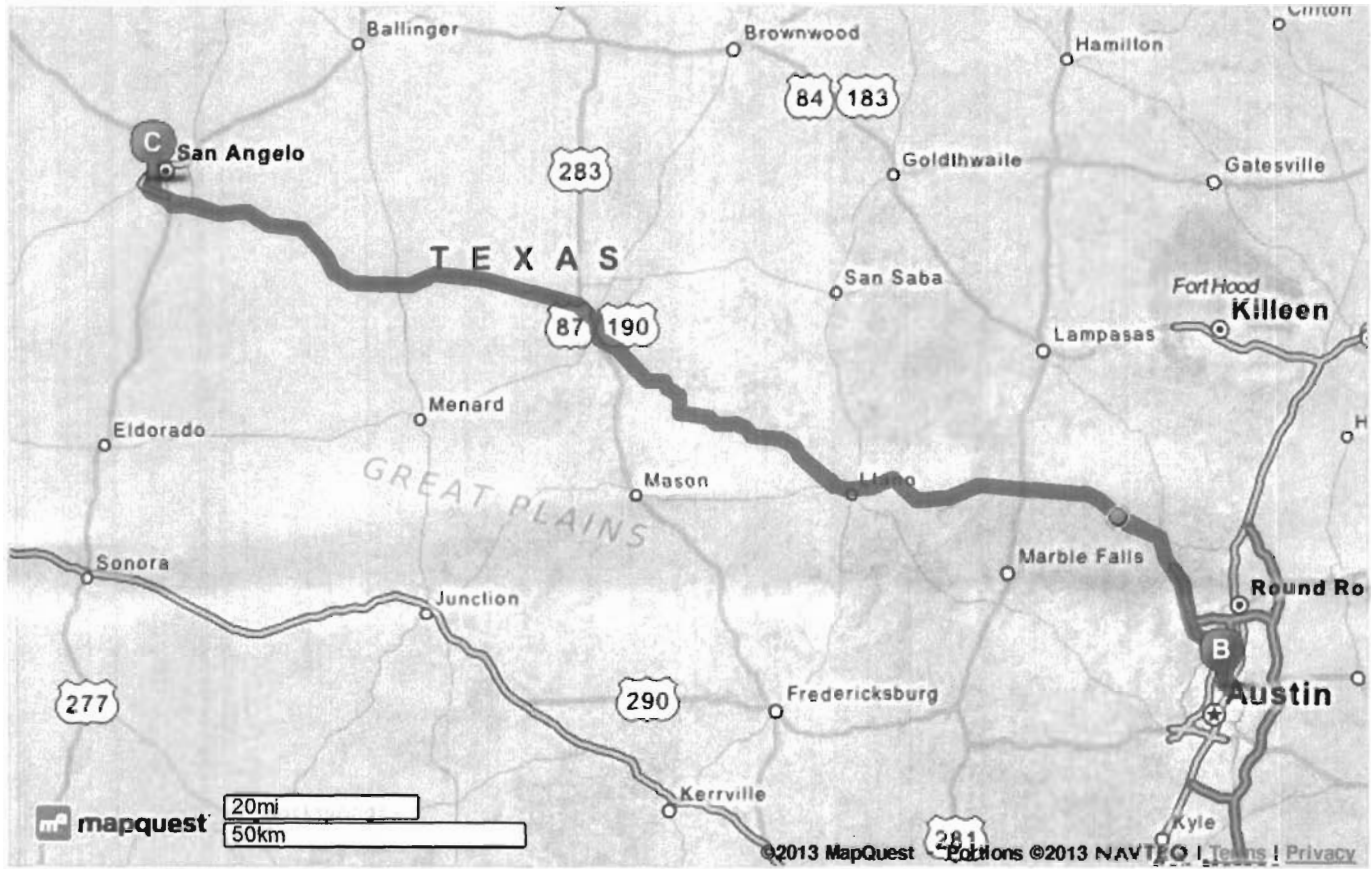


- 
29
 11. Turn **slight left** onto **TX-29**. [Map](#) **55.5 Mi**  
293.2 Mi Total
- 
 12. Turn **slight right**. [Map](#) **0.1 Mi**  
293.4 Mi Total
- 
 13. Turn **slight right** onto **W TX-71**. [Map](#) **47.1 Mi**  
340.5 Mi Total
- 
87
 14. Turn **right** onto **US-87 / US-377**. [Map](#) **2.8 Mi**  
343.3 Mi Total
- 
NORTH  
87
 15. Turn **left** onto **W Commerce St / US-87 / US-190 / US-377**. Continue to follow **US-87 N**. [Map](#) **72.1 Mi**  
415.4 Mi Total
- 
NORTH  
277
 16. Merge onto **US-277 N / TX-306-LOOP W** toward **US-67 / Big Lake**. [Map](#) **0.5 Mi**  
415.8 Mi Total
- 
LOOP  
WEST  
306
 17. Merge onto **TX-306-LOOP W** toward **US-67 / Big Lake**. [Map](#) **2.9 Mi**  
418.7 Mi Total
- 
**EXIT**
 18. Take the exit toward **College Hills Blvd**. [Map](#) **0.2 Mi**  
418.9 Mi Total
- 
 19. Stay **straight** to go onto **TX-306-LOOP W**. [Map](#) **0.08 Mi**  
419.0 Mi Total
- 
 20. Take the 1st **right** onto **College Hills Blvd**. [Map](#) **1.4 Mi**  
420.4 Mi Total
- 
 21. Turn **right** onto **Sac Ave**. [Map](#) **0.4 Mi**  
420.8 Mi Total
- 
 22. Turn **right** onto **Sul Ross St**. [Map](#) **0.01 Mi**  
420.8 Mi Total
- 
 23. **2202 SUL ROSS ST** is on the **left**. [Map](#)

**B to C** Travel Estimate: 210.40 mi - about 3 hours 52 minutes

 **2202 Sul Ross St, San Angelo, TX 76904-5308**

Total Travel Estimate: **420.83 miles - about 7 hours 43 minutes**



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**BOOK TRAVEL** with mapquest

**877-577-5766**

**Book Now**

VP13 0418Z

### El Paso County Auditor's Office Voucher Payable Form

Vendor No.: V020476  
Voucher Total: \$ 600.00  
No. of Lines: 2  
T/C Hash: 476  
Preparer's Initials: IK

Single Check (Y/N): Y  
Date Entered: 6/6/13  
Entered by: [Signature]

TEXAS PUBLIC PURCHASING ASSOCIATION  
SUMMER GOVERNMENTAL PURCHASING CONFERENCE

Line	Trans.	Amount	Index	Sub-Obj	G/L	Subsidiary
01	238	\$ 300.00	GADMINGF	6705		
DESC: KENNIE DOWNING, GALVSTON, TX 06/26-28/13 SUMMER CONF						
02	238	\$ 300.00	GADMINGF	6705		
DESC: JOE LOPEZ, GALVESTON, TX 06/26-28/13 SUMMER CONF						
03						
04						
05						
06						
07						
08						
09						
10						

Prepared by: Yvonne Garcia [Signature] Date: June 6, 2013

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

PLEASE NOTE: IF MORE THAN ONE PERSON ATTENDING, LIST UP TO 10 NAMES ON THE BOTTOM

## County of El Paso Travel Request Form

Travel Registration  
Type: ADVANCE TXPPA

Name:	Jose Lopez, Jr.	Department:	Purchasing
Date of Trip: Departure Date:	06/26/13	Return Date: #	06/28/13
Destination:	Galveston, Texas		
* Event	TxPPA 2013 Summer Momentum Conference		
County Related Purpose:	Continuing Education		
* Use of <b>GADMINGF</b> Funds requires legislative impact explanation			
Department Index:	Purchasing	Sub-Object:	6705
COUNTY EMPLOYEE? CIRCLE/MOVE ARROW YES/NO			

### Section 1: Guidelines for Determining Meal Rates Allowance MOVE ARROW

*Please Check One (Departure meal rate)*

- |   |                   |           |          |
|---|-------------------|-----------|----------|
| <input type="checkbox"/> on Date of Departure by            | After 12:00 P.M.  | Half Rate | \$ 18.00 |
| <input checked="" type="checkbox"/> on Date of Departure by | Before 12:00 P.M. | Full Rate | \$ 27.00 |

*Please Check One (Return meal rate)*

- |  |                  |           |          |
|--|------------------|-----------|----------|
| <input type="checkbox"/> on Date of Return by            | Before 5:00 P.M. | Half Rate | \$ 18.00 |
| <input checked="" type="checkbox"/> on Date of Return by | After 5:00 P.M.  | Full Rate | \$ 36.00 |

\* \$36.0 per diem no receipts required. \*\*NOTE\*\* there is no meal per diem if you departure and return are on the same date  
\* (Note: Please use the items checked above to fill out section 2 below)

### Section 2: Travel Estimated Breakdown

\* CC CREDIT CARD EXPENSE BREAKDOWN

	* CC	
Airfare	\$397.20	
Auto Rental	145.52	
Mileage (.40 /mile)		
Gas		
Meal rate on Departure date	27.00	26th
Meal per diem (\$36.00)	<del>36.00</del> 9	27th
Meal rate on Return date	36.00	28th
Lodging	340.40	
Other - Registration	300.00	X 2 = \$600
Other - Parking/Tolls	25.00	
Other - Taxi		
Other - Shuttle		
Other -		
<b>TOTAL</b>	<b>\$1,307.12</b>	<b>\$0.00</b>

### FOR AUDITOR'S USE ONLY

Trans. Code:	
Index:	
Sub-Object:	
Vendor:	
Subsidiary:	
Amount:	

EMPLOYEE WILL REIMBURSED FROM OTHER SOURCE  Y/N

\$600

Section 3: Signature and List of Names:

ADVANCE FROM COUNTY	\$1,307.12	\$0.00
Name: <u>Kennie Downing</u>	Name: _____	
Name: <u>Jose Lopez</u>	Name: _____	
Name: _____	Name: _____	
Name: _____	Name: _____	
Name: _____	Name: _____	

NOTATION: SIGNING OF THIS FORM IS AN ACKNOWLEDGEMENT OF THE COUNTY TRAVEL POLICY WHICH AUTHORIZES THE SALARY OFFSET OF WAGES FOR NONCOMPLIANCE

EMPLOYEE SIGNATURE [Signature]  
DEPT. HEADS SIGNATURE [Signature]

C.C.O. DATE \_\_\_\_\_

DATE: 5-Jun-13



El Paso County Travel Justification Form

Employee: Jose Lopez, Jr. Signature [Signature] Date: 6/5/2013
Dept. Head: Kennie Downing Signature [Signature] Date: 6/5/2013
Dept: Purchasing Job Title: Asst. Purchasing Agent

Travel Funding Source: XX County Grant Other
Will any funds be reimbursed by another entity? No
Travel Account No: Balance Remaining for FY: 3452.57

Purpose: (check one)

[ ] Statutorily Required Training to Hold Elective Office
Statue Reference:
My effective office requires number of training hours annually.
I have already fulfilled of these hours for this time period.
Estimated hours to be obtained from this cours?
Please provide documentation for hours needed.

[ ] Professional or Technical Training to Maintain License/Certification
(peace officers, attorneys, CPAs, technical certifications, etc.)
My effective office requires number of training hours annually.
I have already fulfilled of these hours for this time period.
Estimated hours to be obtained from this cours?

XX [ ] Additional Professional or Technical Training NOT Required to Maintain License/Certification

[ ] Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy
Entity Name:
Purpose of Visit:

[ ] Travel for Program Revenue Enhancement/Sales Opportunity
Explain:

[ ] Program Development Training
Explain:

XX [ ] Travel to Professional, County, or Elected Officials' Organization Meeting/Convention
(County Clerk's Association, TAG, 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:

1020476



**MOMENTUM 2013**  
**TEXAS PUBLIC PURCHASING ASSOCIATION**  
**SUMMER GOVERNMENTAL PURCHASING CONFERENCE**  
Galveston Island Convention Center  
Galveston, Texas

**REGISTRATION FORM**

(For additional registration, duplicate this form)

*MOMENTUM 2013, a Governmental Purchasing Conference, will be held June 26, 27, 28, 2013 on Galveston Island, Texas. The Workshop will start on Wednesday afternoon; continue with a full day on Thursday; and end after a half day on Friday.*

**TxPPA CONFERENCE REGISTRATION**

Fees:  Member \$300 (\$350 after June 5)  
 Non-Member \* \$375 (\$425 after June 5)

\* Membership is only \$50 per year! Why not become a member and save \$50 on this event alone?

Thursday, June 27 Networking Event RSVP:  Will be attending  
 Will not be attending  
Will you be bringing a guest?  Yes, # guests \_\_\_\_\_  No

**PARTICIPANT INFORMATION**

NAME (FIRST, LAST, CERTIFICATION) TITLE  
AGENCY PHONE  
STREET ADDRESS OR PO BOX FAX  
CITY, STATE ZIP EMAIL ADDRESS

**NOTICE: CONFERENCE IS LIMITED TO FIRST 250 PAID REGISTRANTS**  
**CANCELLATION POLICY: Full refund will be given if cancellation is made 10 business days prior to Conference.**

I have enclosed a check payable to TxPPA in the amount of \$ \_\_\_\_\_  
 TxPPA may bill my Credit Card / Purchasing Card the total amount of \$ \_\_\_\_\_  
 Visa  MasterCard  American Express Expiration Date: \_\_\_\_\_  
Name on Card: \_\_\_\_\_ Card Number # \_\_\_\_\_  
Billing Address: \_\_\_\_\_

Mail or fax this form to:  
**Texas Public Purchasing Association**  
5005 W. Royal Lane, Suite 116  
Irving, TX 75063  
Phone: 972-929-3169 Fax: 972-915-6040  
Federal ID# 74-2501933