



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER \_\_\_\_\_

PAGE 1 OF 14

DATE: 08/05/2025

SUBJECT: **Consideration of Out-Of-State Travel Request**

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court consider the following out-of-state travel request.

**BACKGROUND**

**Commissioner, Precinct 1**

**Congressional Black Caucus Foundation (CBCF) 53<sup>rd</sup> Annual Legislative Conference, September 24-28, 2025, Washington D.C., for Commissioner Roderick Miles Jr. and Jamal Williams, \$4,871.52**

The CBCF Conference informs leaders on public policy that advances social justice reform through reports, briefings, and strategic engagement. The attendees will be provided the tools to ensure that all communities in Tarrant County have an equal voice in public policy.

**Commissioner, Precinct 2**

**Congressional Black Caucus Foundation (CBCF) 53<sup>rd</sup> Annual Legislative Conference, September 24-28, 2025, Washington D.C., for Commissioner Alisa Simmons, Tracy Scott, Albert Roberts, and Jason Thomas, \$9,312.00**

The CBCF Conference informs leaders on public policy that advances social justice reform through reports, briefings, and strategic engagement. The attendees will be provided the tools to ensure that all communities in Tarrant County have an equal voice in public policy.

**Public Health**

**2025 Public Health Infrastructure Grant Annual Conference, August 18-21, 2025, St. Louis Missouri, for J’Vonnah Maryman and Carmen Johnson, \$3,055.20**

This conference provides attendees with the skills to enhance the departments proficiencies and align with national public health priorities. By participating in this conference, the attendees will lead to improve Tarrant County Public Health in three core areas: workforce development, foundational capabilities, and data modernization.

SUBMITTED BY:	Administrator’s Office	PREPARED BY: APPROVED BY:	Kendal Z. Rash
---------------	------------------------	------------------------------	----------------



# COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER: \_\_\_\_\_ DATE: 08/05/2025 PAGE 2 OF 14

## Sheriff's Office

**A. High Intensity Drug Trafficking Area (HIDTA) Executive Board Meeting, September 2-5, 2025, Durant, Oklahoma, for Calvin Bond, \$773.30**

The attendee is the Executive Board Vice Chairman of the Texoma HIDTA. This board meeting is to present and vote on funding for new law enforcement initiatives. In addition, the Sheriff's Office is requesting approval of an exception to the Travel Policy for the attendee to use one (1) County vehicle for travel to and from the event.

**B. Shallow Creek Kennels Dog Selection for New Patrol K9, August 5-8, 2025, Sharpville, Pennsylvania, for Lyle Bremmeyer and Nicholas Littlejohn, \$3,326.67**

The attendees are travelling to Shallow Creek Kennels to select a dual-purpose dog for patrol work.

**C. High Intensity Drug Trafficking Area (HIDTA) Leadership Conference, September 8-11, 2025, Kansas City, Missouri, for Amy Tyson, \$0.00\***

The HIDTA Leadership Conference will help the attendee lead effective change within their organization through innovative and leadership skills training.

\*Note: All travel expenditures will be paid by HIDTA.

## FISCAL IMPACT

### Commissioner, Precinct 1

588261/10000-2025/6110100000 = \$4,871.52

### Commissioner, Precinct 2

588261/10000-2025/6210100000 = \$6,984.00

588261/26100-2025/6210300000 = \$2,328.00

### Public Health

588261/F0118-2025/5100901000/grant-2004 = \$3,055.20

### Sheriff's Office

A. 588261/10000-2025/2110010000 = \$773.30

B. 588291/10000-2025/2110510000 = \$3,326.67

C. All travel expenditures will be paid by HIDTA.



# TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT	NAME (If applicable, list additional names)
Commissioner, Precinct 1	Roderick Miles, Jr., Jamal Williams

CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)
Congressional Black Caucus Foundation 54th Annual Legislative Conference

Destination: Washington, DC	Departure: 9/24/25	Return: 9/28/25
-----------------------------	--------------------	-----------------

**GSA RATE (Additional line provided if travel occurs over a two-month period.)**

GSA Lodging Rate	Date Range for GSA Lodging Rate
\$ 275.00	9/24/25 - 9/28/25
	-

**RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)**

The CBCF Legislative Conference brings together leaders with a purpose to inform the group on public policy that advances criminal justice reform, education, health equity, and economic opportunity. This training will provide staff with tools to ensure that all communities have an equal voice in public policy through leadership cultivation, economic empowerment, and civic engagement.

The chosen hotel exceeds the GSA lodging rate by \$24; however, it is the closes available accommodations within walking distance to the conference. Therefore, this hotel represents the most practical and cost-effective option under the circumstances.

**TRAVEL EXPENDITURES**

Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Roderick Miles, Jr.	\$ 299.00 + tax	4	9/24/25 - 9/28/25	\$ 1,426.76
	Jamal Williams	\$ 299.00 + tax	4	9/24/25 - 9/28/25	\$ 1,426.76
				-	
				-	

<b>Total Cost for Lodging for the Trip</b>	
--	--

Category:	Additional Details (ex: if the cost per attendee differs.)	Total Cost:
Registration:		\$ 400.00
Transportation:		\$ 800.00
Other (specify):	Per Diem	\$ 818.00

<b>TOTAL FOR ALL TRAVEL EXPENDITURES</b>	<b>\$ 4,871.52</b>
--	--------------------

**ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)**

10000-2025, 588261, 6110100000

Requested By:  Department Head/Elected Official: 

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

Estimated per diem total: \$1514 (Max lodging total + M&IE total)

**Lodging breakdown: September 24, 2025 - September 28, 2025**

<b>Date</b>	<b>Daily Rate</b>	<b># of Nights</b>	<b>Total</b>
September	\$275	4	\$1100

Max lodging total: **\$1100**

**Meals & incidental expenses breakdown: September 24, 2025 - September 28, 2025**

<b>Days, Month</b>	<b>Daily Rate</b>	<b># of Days</b>	<b>Total</b>
First day (09/24/25)*	\$69	1	\$69
Full day (Sep)	\$92	3	\$276
Last day (09/28/25)*	\$69	1	\$69

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

M&IE total: **\$414**



# TARRANT COUNTY TRAVEL REQUEST

<b>DEPARTMENT</b>		<b>NAME (If applicable, list additional names)</b>			
Commissioner Pct 2		Alisa Simmons, Jason Thomas, Tracy Scott and Albert Roberts			
<b>CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)</b>					
Congressional Black Caucus Foundation 53rd Annual Legislative Conference					
Destination: Washington DC		Departure: 9/24/25		Return: 9/28/25	
<b>GSA RATE (Additional line provided if travel occurs over a two-month period.)</b>					
GSA Lodging Rate		Date Range for GSA Lodging Rate			
\$ 275.00		9/24/25		- 9/28/25	
				-	
<b>RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)</b>					
<p>The CBCF Legislative Conference brings together leaders with a purpose to inform the group on public policy that advances social justice reform through the production of reports, policy briefings, and strategic engagement. Its areas of priority include criminal justice reform, education, health equity, and economic opportunity. By attending this conference, we envision a training that will provide us with the tools to ensure that all communities have an equal voice in public policy through leadership cultivation, economic empowerment, and civic engagement.</p> <p>Staff will stay at one of the host hotels, where they will not have a need for a rental car, pay for parking or uber to and from the conference daily.</p>					
<b>TRAVEL EXPENDITURES</b>					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Alisa Simmons	\$ 341.00	4	9/24/25 - 9/28/25	\$ 1,364.00
	Jason Thomas	\$ 341.00	4	9/24/25 - 9/28/25	\$ 1,364.00
	Tracy Scott	\$ 341.00	4	9/24/25 - 9/28/25	\$ 1,364.00
	Albert Roberts	\$ 341.00	4	9/24/25 - 9/28/25	\$ 1,364.00
				-	
<b>Total Cost for Lodging for the Trip</b>					<b>\$ 5,456.00</b>
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:
Registration:	\$200 per person				\$ 800.00
Transportation:	\$350 per person				\$ 1,400.00
Other (specify):	Per Diem \$414 per person				\$ 1,656.00
<b>TOTAL FOR ALL TRAVEL EXPENDITURES</b>					<b>\$ 9,312.00</b>
<b>ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)</b>					
10000-2025/6210100000/588261 Alisa Simmons, Tracy Scott and Albert Roberts					
26100-2025/6210300000/588261 Jason Thomas					

Requested By: [Signature] Department Head/Elected Official: Alisa Simmons

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

Estimated per diem total: \$1514 (Max lodging total + M&IE total)

**Lodging breakdown: September 24, 2025 - September 28, 2025**

<b>Date</b>	<b>Daily Rate</b>	<b># of Nights</b>	<b>Total</b>
September	\$275	4	\$1100

Max lodging total: **\$1100**

**Meals & incidental expenses breakdown: September 24, 2025 - September 28, 2025**

<b>Days, Month</b>	<b>Daily Rate</b>	<b># of Days</b>	<b>Total</b>
First day (09/24/25)*	\$69	1	\$69
Full day (Sep)	\$92	3	\$276
Last day (09/28/25)*	\$69	1	\$69

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

M&IE total: **\$414**



# TARRANT COUNTY TRAVEL REQUEST

<b>DEPARTMENT</b>		<b>NAME (If applicable, list additional names)</b>				
Public Health		J'Vonnah Maryman & Carmen Johnson				
<b>CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)</b>						
2025 Public Health Infrastructure Grant Annual Conference						
Destination: Saint Louis MO		Departure: 8/18/25		Return: 8/21/25		
<b>GSA RATE (Additional line provided if travel occurs over a two-month period.)</b>						
GSA Lodging Rate		Date Range for GSA Lodging Rate				
\$150.00		8/18/25		- 8/21/25		
				-		
<b>RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)</b>						
<p>This conference is a strategic opportunity for the associates of Tarrant County Public Health to enhance the department's capabilities and align with national public health priorities. The Public Health Infrastructure convening focuses on three core areas: workforce development, foundational capabilities, and data modernization. Participation will enable Tarrant County Public Health to strengthen workforce development, enhance foundational capabilities and advance data modernization.</p> <p>The lodging before taxes and fees: \$ 150.00</p>						
<b>TRAVEL EXPENDITURES</b>						
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:		Total Lodging Cost Per Attendee:
Lodging	J'Vonnah Maryman	\$176.90	3	8/18/25 - 8/21/25		\$530.70
	Carmen Johnson	\$176.90	3	8/18/25 - 8/21/25		\$530.70
				-		
				-		
<b>Total Cost for Lodging for the Trip</b>						<b>\$1,061.40</b>
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:	
Registration:	No registration cost				\$0.00	
Transportation:	C. Johnson \$716.68; J.Maryman: \$675.52				\$1,391.80	
Other (specify):	Per diem: \$301.00 x 2				\$602.00	
<b>TOTAL FOR ALL TRAVEL EXPENDITURES</b>					<b>\$3,055.20</b>	
<b>ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)</b>						
588261/5100901000/Grant-2004/F0118-2025						

Requested By: J'Vonnah Maryman (Jul 1, 2025 11:14 CDT) Department Head/Elected Official: C. Maryman

## Your search for Saint Louis, Missouri (St. Louis / St. Louis City / St. Charles including St. Louis)

Estimated per diem total: \$751 (Max lodging total + M&IE total)

### Lodging breakdown: August 18, 2025 - August 21, 2025

Date	Daily Rate	# of Nights	Total
August	\$150	3	\$450

Max lodging total: **\$450**

### Meals & incidental expenses breakdown: August 18, 2025 - August 21, 2025

Days, Month	Daily Rate	# of Days	Total
First day (08/18/25)*	\$64.50	1	\$64.50
Full day (Aug)	\$86	2	\$172
Last day (08/21/25)*	\$64.50	1	\$64.50


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


M&IE total: **\$301**



# TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT		NAME (if applicable, list additional names)				
Tarrant County Sheriff's Office		Calvin Bond				
CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)						
High Intensity Drug Trafficking Area Executive Board Meeting						
Destination: Durant, OK		Departure: 09/02/2025		Return: 09/05/2025		
GSA RATE (Additional line provided if travel occurs over a two-month period.)						
GSA Lodging Rate		Date Range for GSA Lodging Rate				
\$110.00		09/02/2025		- 09/05/2025		
				-		
RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)						
<p>Tarrant County Sheriff's Office Senior Chief Deputy Calvin Bond is the Executive Board Vice Chairman of the Texoma High Intensity Drug Trafficking Area. As a member of the Executive Board, Chief Deputy Bond represents Tarrant County and the Sheriff's Office in the operation of the organization. Once a year an Executive Board Meeting is hosted where new law enforcement initiatives are presented and voted on for approval and funding. There will be no registration fee to attend the following. Lodging is \$110.00 a night prior to taxes. Tarrant County Sheriff's Office is also requesting approval to drive a County Vehicle.</p>						
TRAVEL EXPENDITURES						
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:		Total Lodging Cost Per Attendee:
Lodging	Calvin Bond	\$145.10	3	09/02/25 - 09/05/25		\$435.30
				-		
				-		
				-		
<b>Total Cost for Lodging for the Trip</b>						<b>\$435.30</b>
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:	
Registration:						
Transportation:	\$100.00 Fuel				\$100.00	
Other (specify):	\$238.00 Meals				\$238.00	
<b>TOTAL FOR ALL TRAVEL EXPENDITURES</b>					<b>\$773.30</b>	
ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)						
588261-10000-2025-2110010000 \$773.30						

Requested By: 

Department Head/Elected Official: 

## Your search for Durant, Oklahoma ( including Standard Rate)

Estimated per diem total: \$568 (Max lodging total + M&IE total)

### Lodging breakdown: September 02, 2025 - September 05, 2025

Date	Daily Rate	# of Nights	Total
September	\$110	3	\$330

Max lodging total: **\$330**

### Meals & incidental expenses breakdown: September 02, 2025 - September 05, 2025

Days, Month	Daily Rate	# of Days	Total
First day (09/02/25)*	\$51	1	\$51
Full day (Sep)	\$68	2	\$136
Last day (09/05/25)*	\$51	1	\$51

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

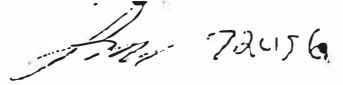
M&IE total: **\$238**



# TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT		NAME (If applicable, list additional names)			
Tarrant County Sheriff's Office		Lyle Bremmeyer and Nicholas Littlejohn			
CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)					
Shallow Creek Kennels Dog Selection New Patrol K9					
Destination: Sharpsville, PA		Departure: 08/24/2025		Return: 08/27/2025	
GSA RATE (Additional line provided if travel occurs over a two-month period.)					
GSA Lodging Rate		Date Range for GSA Lodging Rate			
\$ 110.00		08/24/2025 - 08/27/2025			
RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)					
Deputy Lyle Bremmeyer and Deputy Nicholas Littlejohn are traveling to Shallow Creek Kennels in Sharpsville, Pennsylvania to select a dual purpose dog for Patrol work. Lodging rate is \$110.00 before taxes.					
TRAVEL EXPENDITURES					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Nicholas Littlejohn	\$ 122.10	3	08/24/2025 - 08/27/2025	\$ 366.30
	Lyle Bremmeyer	\$ 122.10	3	08/04/2025 - 08/27/2025	\$ 366.30
				-	
				-	
<b>Total Cost for Lodging for the Trip</b>					<b>\$ 732.60</b>
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:
Registration:					
Transportation:	Flights \$828.00 X 2 Car Rental \$140.15 Fuel \$100.00				\$ 1,896.15
Other (specify):	Meals \$238.00 X 2 Luggage \$80.00 X 2				\$ 636.00
<b>TOTAL FOR ALL TRAVEL EXPENDITURES</b>					<b>\$ 3,264.75</b>
ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each)					
588291/10000-2025/2110510000 = \$3,264.75					

Requested By:  Department Head/Elected Official: 



RV 02/21/2024

## Your search for Sharpsville, Pennsylvania ( including Standard Rate)

Estimated per diem total: \$568 (Max lodging total + M&IE total)

### Lodging breakdown: August 24, 2025 - August 27, 2025

Date	Daily Rate	# of Nights	Total
August	\$110	3	\$330

Max lodging total: **\$330**

### Meals & incidental expenses breakdown: August 24, 2025 - August 27, 2025

Days, Month	Daily Rate	# of Days	Total
First day (08/24/25)*	\$51	1	\$51
Full day (Aug)	\$68	2	\$136
Last day (08/27/25)*	\$51	1	\$51

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

M&IE total: **\$238**



# TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT	NAME (If applicable, list additional names)
TCSO - Intelligence Dept.	Amy Tyson

CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)
HIDTA Leadership Conference

Destination: Kansas City, MO	Departure: 9/8/25	Return: 9/11/25
------------------------------	-------------------	-----------------

GSA RATE (Additional line provided if travel occurs over a two-month period.)
---

GSA Lodging Rate	Date Range for GSA Lodging Rate
	-
	-

RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)
---

The HIDTA Leadership Conference will help Amy focus on effecting change within her organization through innovative and courageous leadership skills. Texoma HIDTA will be covering all expenses for the trip/conference.

TRAVEL EXPENDITURES
---------------------

Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Amy Tyson	\$ 0.00	4	9/8/25 - 9/11/25	\$ 0.00
				-	
				-	
				-	
<b>Total Cost for Lodging for the Trip</b>					

Category:	Additional Details (ex: if the cost per attendee differs.)	Total Cost:
Registration:	0	
Transportation:	0	
Other (specify):	0	
<b>TOTAL FOR ALL TRAVEL EXPENDITURES</b>		\$ 0.00

ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)
--

--

Requested By: Amy Tyson Department Head/Elected Official: Bill Ewing

## Your search for Kansas City, Missouri (Jackson / Clay / Cass / Platte including Kansas City)

Estimated per diem total: \$685 (Max lodging total + M&IE total)

### Lodging breakdown: September 08, 2025 - September 11, 2025

Date	Daily Rate	# of Nights	Total
September	\$135	3	\$405

Max lodging total: **\$405**

### Meals & incidental expenses breakdown: September 08, 2025 - September 11, 2025

Days, Month	Daily Rate	# of Days	Total
First day (09/08/25)*	\$60	1	\$60
Full day (Sep)	\$80	2	\$160
Last day (09/11/25)*	\$60	1	\$60

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

M&IE total: **\$280**