



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER _____

PAGE 1 OF 8

DATE: 10/01/2024

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

COMMISSIONERS COURT ACTION REQUESTED

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

BACKGROUND

Information Technology

Gartner Symposium Xpo, October 20-24, 2024, Orlando, Florida, for Russell Scott and Michael Webb, \$4,080.88

The conference includes a government specific track where industry leaders will provide insight on the future of technology, practices for defining and validating IT strategies, and real-world examples on how to execute on key initiatives. In addition, a consultant is available to meet with the attendee to address specific items of interest or concerns for Tarrant County.

Public Health

A. Unit 2 Nurse-Family Partnership Nursing Practice Education Training, November 4-8, 2024, Denver, Colorado, for Brittany Fajardo Verdin, \$7,983.82

Nurse Family Partnership (NFP) supports the core functions of Public Health by addressing the need for comprehensive maternal child health services during the prenatal period through first two years utilizing nurses to positively impact birth outcomes. NFP nurses are required to complete this Unit 2 training before enrolling families to participate in the NFP program. By attending this required training, our nurses can then participate in the implementation of the NFP model to serve first-time pregnant teens and women.

SUBMITTED BY:	Administrator's Office	PREPARED BY: APPROVED BY:	Desirae S. Arebalo
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COMMISSIONERS COURT
COMMUNICATION

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Public Health

B. Laboratory Response Network for Biological Threat Preparedness (LRN-B) Technical Meeting, November 12-15, 2024, Atlanta, Georgia, for Erin Taylor, \$1,313.03

The purpose of this meeting is to provide LRN-B stakeholders with current information on preparedness collaborations and emerging technologies, share model practices, discuss solutions to ongoing challenges and explore the future of the LRN-8 to stay ahead of threats.

FISCAL IMPACT

Information Technology

588261/10000-2024/1810110000 = \$4,080.88

Public Health

- A. 588261/Grant-2004/F0093-2025/5100805000 = \$6,404.00
588291/Grant-2004/F0093-2025/5100805000 = \$1,579.82
- B. 588291/Grant-2004/F0042-2025/5100505100 = \$1,313.03



TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT		NAME (If applicable, list additional names)			
Information Technology		Russell Scott/Michael Webb			
CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)					
Gartner Symposium Xpo					
Destination: Orlando, Florida		Departure: 10/20/24		Return: 10/24/24	
GSA RATE (Additional line provided if travel occurs over a two-month period.)					
GSA Lodging Rate		Date Range for GSA Lodging Rate			
\$ 140.00		10/20/24		- 10/24/24	
				-	
RATIONALE (Describe how the trip benefits Tarrant County and provide a rationale if lodging cost is over the GSA rate.)					
<p>The Gartner Symposium/Xpo™ 2024 conference explores innovative and transformational opportunities with a global community of experts and peers. Walk away with insights and expert guidance on the future direction of technology, best practices to define and validate IT strategies, and real-world examples on how to execute on key initiatives.</p> <p>This conference includes a government specific track that will allow Tarrant County IT to interact with industry leaders experienced in local government IT strategy. In addition, 1:1 meetings with consultants are available to address specific items of interest or concern for Tarrant County.</p> <p>The normal government rate for this conference is \$5,650.00 per person. Tarrant County has secured two free passes from Gartner.</p> <p>The per night lodging rate before taxes and fees is \$140.00.</p>					
TRAVEL EXPENDITURES					
Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Russell Scott	\$ 157.50	4	10/20/24 - 10/24/24	\$ 630.00
	Michael Webb	\$ 157.50	4	10/20/24 - 10/24/24	\$ 630.00
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				-	
Total Cost for Lodging for the Trip					\$ 1,260.00
Category:	Additional Details (ex: if the cost per attendee differs.)				Total Cost:
Registration:	2 Free Passes (\$11,300.00 total)				\$ 0.00
Transportation:					\$ 990.00
Other (specify):	Per diem, taxi's, parking, baggage fees				\$ 1,830.88
TOTAL FOR ALL TRAVEL EXPENDITURES					\$ 4,080.88
ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)					
10000-2024-588261-1810110000					

Requested By: 
Russell Scott (Sep 10, 2024 13:18 CDT)

Department Head/Elected Official: 
Andre Mendes (Sep 11, 2024 14:25 CDT)


Michael Webb (Sep 10, 2024 15:56 CDT)


Avdhesh Gupta (Sep 10, 2024 16:46 CDT)

RV 02/21/2024

Your search for Orlando, Florida (Orange including Orlando)

Estimated per diem total: \$920 (Max lodging total + M&IE total)

Lodging breakdown: October 20, 2024 - October 24, 2024

Date	Daily Rate	# of Nights	Total
October	\$140	4	\$560

Max lodging total: **\$560**

Meals & incidental expenses breakdown: October 20, 2024 - October 24, 2024

Days, Month	Daily Rate	# of Days	Total
First day (10/20/24)*	\$60	1	\$60
Full day (Oct)	\$80	3	\$240
Last day (10/24/24)*	\$60	1	\$60

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

M&IE total: **\$360**



TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT	NAME (if applicable, list additional names)
Public Health	Brittany Fajardo Verdin

CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)
Unit 2 Nurse-Family Partnership Nursing Practice Education Training

Destination: Denver, Colorado	Departure: 11/4/24	Return: 11/8/24
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GSA RATE (Additional line provided if travel occurs over a two-month period.)

GSA Lodging Rate	Date Range for GSA Lodging Rate
\$ 165.00	11/4/24 - 11/8/24

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

Nurse Family Partnership (NFP) supports the core functions of Public Health by addressing the need for comprehensive maternal child health services during the prenatal period through first two years utilizing nurses to positively impact birth outcomes. NFP nurses are required to complete this Unit 2 training before enrolling families to participate in the NFP program. By attending this required training, our nurses can then participate in the implementation of the NFP model to serve first-time pregnant teens and women. This Unit 2 training enables the nurse to enroll and serve first-time pregnant teens and women.

Lodging per night before taxes and fees is \$159.00.

TRAVEL EXPENDITURES

Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Brittany Verdin	\$ 184.04	4	11/4/24 - 11/8/24	\$ 736.17
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Total Cost for Lodging for the Trip					\$ 736.17

Category:	Additional Details (ex: if the cost per attendee differs.)	Total Cost:
Registration:	Unit 2 Education Fee	\$ 5,683.00
Transportation:	Airfare \$330.75 + Uber \$98.90	\$ 429.65
Other (specify):	Unit 2 Education Materials Fee \$721 + Meals \$414	\$ 1,135.00
TOTAL FOR ALL TRAVEL EXPENDITURES		\$ 7,983.82

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

109002 (588261) / F0093-2025 / Grant-2004 / 5100 805 000 = \$6,404.00
 109002 (588291) / F0093-2025 / Grant-2004 / 5100 805 000 = \$1,579.82

Requested By: Brittany Fajardo Verdin Department Head/Elected Official: W. Brian Byrd
W. Brian Byrd (Sep 9, 2024 20:26 CDT)

09/09/2024

RV 02/21/2024

Your search for Denver, Colorado (Denver / Adams / Arapahoe / Jefferson including Denver / Aurora)

Estimated per diem total: \$1074 (Max lodging total + M&IE total)

Lodging breakdown: November 04, 2024 - November 08, 2024

Date	Daily Rate	# of Nights	Total
November	\$165	4	\$660

Max lodging total: \$660

Meals & incidental expenses breakdown: November 04, 2024 - November 08, 2024

Days, Month	Daily Rate	# of Days	Total
First day (11/04/24)*	\$69	1	\$69
Full day (Nov)	\$92	3	\$276
Last day (11/08/24)*	\$69	1	\$69

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

M&IE total: \$414



TARRANT COUNTY TRAVEL REQUEST

DEPARTMENT	NAME (If applicable, list additional names)
Public Health - LAB	Erin Taylor

CONFERENCE NAME (Acronyms should not be used. Please provide the full name of the conference/seminar.)
Laboratory Response Network for Biological Threats Preparedness (LRN-B) Technical Meeting

Destination: Atlanta, GA	Departure: 11/12/24	Return: 11/15/24
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GSA RATE (Additional line provided if travel occurs over a two-month period.)

GSA Lodging Rate	Date Range for GSA Lodging Rate
\$ 182.00	11/12/24 - 11/15/24

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

The purpose of this meeting is to provide LRN-B stakeholders with current information on preparedness collaborations and emerging technologies, share model practices, discuss solutions to ongoing challenges and explore the future of the LRN-B to stay ahead of threats.

The per night lodging rate before taxes and fee is \$173.00.

TRAVEL EXPENDITURES

Category:	Attendee(s) Name(s):	Cost Per Night, Per Attendee:	# of Days:	Date Range:	Total Lodging Cost Per Attendee:
Lodging	Erin Taylor	\$ 207.24	3	11/12/24 - 11/15/24	\$621.71
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Total Cost for Lodging for the Trip	\$ 621.71
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Category:	Additional Details (ex: if the cost per attendee differs.)	Total Cost:
Registration:	No registration fee	\$ 0.00
Transportation:	Airfare & Uber (estimated)	\$ 390.32
Other (specify):	Meals/Per Diem	\$ 301.00
TOTAL FOR ALL TRAVEL EXPENDITURES		\$ 1,313.03

ACCOUNT CODING (Please include all Account Coding and the respective amount coming from each account.)
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GL:588291/109002; Fund: Grant-2004; Cost Center: 5100 505 100; Grant: F0042-2025

Requested By: E. Jaye Department Head/Elected Official: W. Brian Byrd
W. Brian Byrd (Sep 4, 2024 15:03 CDT)

Your search for Atlanta, Georgia (Fulton / Dekalb including Atlanta)

Estimated per diem total: \$847 (Max lodging total + M&IE total)

Lodging breakdown: November 12, 2024 - November 15, 2024

Date	Daily Rate	# of Nights	Total
November	\$182	3	\$546

Max lodging total: **\$546**

Meals & incidental expenses breakdown: November 12, 2024 - November 15, 2024

Days, Month	Daily Rate	# of Days	Total
First day (11/12/24)*	\$64.50	1	\$64.50
Full day (Nov)	\$86	2	\$172
Last day (11/15/24)*	\$64.50	1	\$64.50

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

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