PANOLA COUNTY SHERIFF'S OFFICE

Office: 903.693.0333 Fax: 903.693.9366



314 W. Wellington Carthage, Texas 75633

Sheriff Kevin Lake

January 19, 2016

The Honorable LeeAnn Jones Panola County Judge 110 S. Sycamore Carthage, Texas 75633

Dear Judge Jones,

Please add the following items to the next scheduled meeting of the Panola County Commissioner's Court:

Please record and approve the separation of David Head as a Reserve Deputy for the Panola County Sheriff's Office effective January 19, 2016.

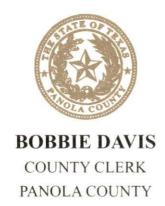
Sincerely,

Kevin Lake Sheriff

KL/lw

CC:

Sidney Burns Joni Reed



January 19, 2016

The Honorable LeeAnn Jones Panola County Judge Commissioners of Panola County 110 S. Sycamore Carthage, Texas 75633

Dear Judge Jones and Commissioners,

Please record the deputation of Nici Thomas, Deputy County Clerk, and increase in salary to the budgeted rate of pay, effective January 23, 2016.

Sincerely,

Bobbie Davis

Panola County Clerk

Joni Reed, County Treasurer Sidney Burns, County Auditor

lelie Xlans

TENTATIVE SCHEDULE FOR 2016 BUDGET PROCESS FOR 2017 FISCAL YEAR

DATE	<u>ITEM</u>			
May 2	County Judge sends budget request letters to department heads.			
May 20	Receive estimated preliminary appraisals.			
May 23	Budget requests from department heads due back in County Judge's office.			
May 27	Budget Workshop.			
June 1	County Judge gives instructions to County Auditor for preparation of proposed budget. Auditor begins budget preparation.			
July 11	Commissioners' Court Agenda Item:			
	A. In accordance with the Property Tax Code, to officially appoint Debbie Crawford as Panola County's representative to calculate and publish the unit's effective and rollback tax rate schedules for tax roll year 2016.			
July 25	The Chief Appraiser certifies the approved appraisal roll to each taxing unit. (Property Tax Code 26.01)			
July 26	County Auditor delivers budget to County Judge, and County Judge begins review of budget to verify that this is the exact budget she wants to propose.			
July 29	County Judge prepares letter of transmittal for her proposed budget, files proposed budget with County Clerk, and gives a copy to each Commissioner.			

August 1

Commissioners' Court Agenda Items:

- A. Tax Assessor delivers effective and roll back tax rates to Commissioners' Court.
- B. To set Panola County Budget Hearing for Fiscal Year 2017 on August 22, 2016 at 1:00 p.m.; to set the adoption of the Fiscal Year 2017 Budget on August 22, 2016 after the Budget Hearing; and to authorize publication of same in accordance with the requirements of laws and regulations applicable thereto. (Local Government Code, Section 111.007)
- C. To authorize the County Judge to publish proposed salaries of Panola County Elected Officials as set out in the proposed Budget for Fiscal Year 2017 and to set the adoption of such salaries on August 22, 2016 after adoption of the Budget for Fiscal Year 2017 in accordance with the requirements of laws and regulations applicable thereto. (Local Government Code, Section 152.013)
- D. To discuss amount of revenue to be raised. If the proposed tax rate exceeds the effective tax rate, take a record vote and schedule public hearings for August 11, 2016 at 9:00 a.m. and August 12, 2016 at 9:00 a.m., and authorize applicable publications. (Tax Code, Section 26.05)

August 1

County Judge gives written notice to elected officials of the official's salary and personal expenses included in the proposed budget. Instructions for filing grievances are included. (Local Government Code, Section 152.016)

August 3

"Notice of Public Hearing on Tax Increase" (1st quarterpage notice) published at least 7 days before public hearing. (Tax Code, Section 26.06)

Publish Notice of Public Hearing on 2017 Budget.

Upload to website.

Publish Proposed Salaries of Panola County Elected Officials.

August 11

Commissioners' Court Agenda Item:

(ONLY ONE ITEM ALLOWED BY LAW ON

AGENDA)

1. Public hearing on tax rate; schedule and announce meeting to adopt tax rate.

August 12

Commissioners' Court Agenda Item:

(ONLY ONE ITEM ALLOWED BY LAW ON AGENDA)

1. Public hearing on tax rate; schedule and announce meeting to adopt tax rate 3-14 days from this date (August 25, 2016 at 9:00 a.m.). (Local Government Code, Section 111.010) (7 Days)

August 14 (Sunday)

"Notice of Vote on Tax Rate" (2nd quarter-page notice) published at least 7 days before meeting to adopt tax rate. (Tax Code, Section 26.06) (11 Days)

August 22

Commissioners' Court Agenda Items:

- A. To conduct Panola County Budget Hearing for Fiscal Year 2017 at 1:00 p.m. pursuant to notice and publication thereof as required by law. The public is invited to attend and participate. (Local Government Code, Section 111.007)
- B. To adopt Panola County Budget for Fiscal Year 2017 at 1:05 p.m. (Local Government Code, Section 111.008)
- C. To adopt 2017 Elected Officials Salaries at 1:10 p.m. pursuant to notice and publication thereof as required by law. (Local Government Code, Section 111.010)

August 24

Commissioners' Court meeting at 9:00 a.m. to adopt Order 2016-___ setting the 2016 Tax Rate and Tax Levy and authorizing the Tax Assessor to prepare tax statements with approved tax rate. (Local Government Code, Section 111.010)

August 24

County Judge files final adopted Budget with County Clerk.

PANOLA COUNTY SHERIFF'S OFFICE

Office: 903.693.0333 Fax: 903.693.9366



314 W. Wellington Carthage, Texas 75633

January 6, 2016

Panola County

County Judge LeeAnn Jones

Commissioners Court

Dear Sirs:

Please record the following information pursuant to SB 1074 (Racial Profiling). The following information is for the year 2015. The Sheriff's Office is required to report this information before March 1st of each year.

If you have any questions, please feel free to contact our office.

Yours truly,

Denise Gray

Panola County Sheriff's Office



Partial Exemption Racial Profiling Reporting (Tier 1)

(This is the TCLEOSE recommended form. The form is not mandatory. The information contained in this form, however, is mandatory. You may use your form, but all information must be provided.)

If you claim a partial exemption you must submit a report that contains the following data or use this format to report the data.

Instructions: Please fill out all boxes. If zero, use 0.

1. Total on lines 4, 11, 14, and 17 Must be equal 2. Total on line 20 Must equal line 15

Number of motor vehicle stops:

Mark only 1 category per vehicle stop	 237 citation only 0 arrest only 0 both 	
		4. <u>237</u> Total
Race or Ethnicity:		
	 92 African 0 Asian 135 Caucasian 10 Hispanic 0 Middle Eastern 10 Native American 	
		11. <u>237</u> Total
Race or Ethnicity known prior	to stop?	
	12. <u>10</u> Yes 13. <u>227</u> No	
		14. <u>237</u> Total
Search conducted?		
	15. <u>88</u> Yes 16. <u>149</u> No	
		17. <u>237</u> Total
Was search consented?		

20. <u>88</u> Total Must equal #15

18. <u>59</u> Yes 19. <u>29</u> No

County of Panola







Bryan Murff Constable Precincts 1 & 4 314 W Wellington Street Carthage, Texas 75633

To: Panola County Commissioners Court

From: Constable Bryan Murff

Re: 2015 Racial Profiling Report

Please see the attached racial profiling report which was filed with the Texas Commission on Law Enforcement Standards and Education as required by law for the Year 2015. Attached is the copy to be recorded and filed with the Panola County Commissioners Court.

Thank you for your assistance in this matter.

Sincerely,

Bryan Mouff Bryan Murff

Constable Pct. 1&4

Panola County, Texas

TIER 1 - PARTIAL EXEMPTION RACIAL PROFILING REPORT

Agency Name: PANOLA CO. CONST. PCT. 1

Reporting Date: 01/06/2016 **TCOLE Agency Number:** 365101

Chief Administrator: BRYAN MURFF

Agency Contact Phone: 903-693-0385

Information: Email: <u>bryan.murff@co.panola.tx.us</u>

Mailing Address:

PANOLA CO. CONST. PCT. 1

314 West Wellington Carthage, Tx 75633

This Agency claims partial racial profiling report exemption because:

Our vehicles that conduct motor vehicle stops are equipped with video and audio equipment and we maintain videos for 90 days.

Certification to This Report 2.132 (Tier 1) – Partial Exemption

Article 2.132(b) CCP Law Enforcement Policy on Racial Profiling

PANOLA CO. CONST. PCT. 1 has adopted a detailed written policy on racial profiling. Our policy:

- (1) clearly defines acts constituting racial profiling;
- (2) strictly prohibits peace officers employed by the PANOLA CO. CONST. PCT. 1 from engaging in racial profiling;
- (3) implements a process by which an individual may file a complaint with the PANOLA CO. CONST. PCT. 1 if the individual believes that a peace officer employed by the PANOLA CO. CONST. PCT. 1 has engaged in racial profiling with respect to the individual;
- (4) provides public education relating to the agency's complaint process;
- (5) requires appropriate corrective action to be taken against a peace officer employed by the PANOLA CO. CONST. PCT. 1 who, after an investigation, is shown to have engaged in racial profiling in violation of the PANOLA CO. CONST. PCT. 1's policy adopted under this article;
- (6) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - (A) the race or ethnicity of the individual detained;
- (B) whether a search was conducted and, if so, whether the individual detained consented to the search; and

Page 1 of 3 pages submitted electronically to the

The Texas Commission on Law Enforcement

PANOLA CO. CONST. PCT. 1Motor Vehicle Racial Profiling Information

Number of motor vehicle stops:

- 1. 40 citation only
- 2. 9 arrest only
- 3. **0** both
- 4. 49 Total (4, 11, 14 and 17 must be equal)

Race or Ethnicity:

- 5 8 African
- 6. 0 Asian
- 7. 41 Caucasian
- 8. 0 Hispanic
- 9. 0 Middle Eastern
- 10. 0 Native American
- 11. 49 Total (lines 4, 11, 14 and 17 must be equal)

Race or Ethnicity known prior to stop?

- 12. **0** Yes
- 13. 49 No
- 14. 49 Total (lines 4, 11, 14 and 17 must be equal)

Search conducted?

- 15. **0** Yes
- 16. 49 No
- 17. 49 Total (lines 4, 11, 14 and 17 must be equal)

Was search consented?

- 18.0 Yes
- 19. **0** No
- 20. 0 Total (must equal line 15)

Page 3 of 3 pages submitted electronically to the The Texas Commission on Law Enforcement

- (C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and
- (7) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - (A) the Commission on Law Enforcement; and
- (B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

I certify these policies are in effect.

Executed by: **BRYAN MURFF**

Chief Administrator

PANOLA CO. CONST. PCT. 1

Date: 01/06/2016

TIER 1 - PARTIAL EXEMPTION RACIAL PROFILING REPORT

Agency Name: PANOLA CO. CONST. PCT. 2

Reporting Date: 01/19/2016

TCOLE Agency Number: 365102

Chief Administrator: MITCH NORTON
Agency Contact Phone: 903-392-0101

Information: Email: Mitch.Norton@Co.Panola.Tx.Us

Mailing Address:

PANOLA CO. CONST. PCT. 2

110 South Sycamore Carthage, Te 75633

This Agency claims partial racial profiling report exemption because:

Our vehicles that conduct motor vehicle stops are equipped with video and audio equipment and we maintain videos for 90 days.

Certification to This Report 2.132 (Tier 1) – Partial Exemption

Article 2.132(b) CCP Law Enforcement Policy on Racial Profiling

PANOLA CO. CONST. PCT. 2 has adopted a detailed written policy on racial profiling. Our policy:

- (1) clearly defines acts constituting racial profiling;
- (2) strictly prohibits peace officers employed by the PANOLA CO. CONST. PCT. 2 from engaging in racial profiling;
- (3) implements a process by which an individual may file a complaint with the PANOLA CO. CONST. PCT. 2 if the individual believes that a peace officer employed by the PANOLA CO. CONST. PCT. 2 has engaged in racial profiling with respect to the individual;
- (4) provides public education relating to the agency's complaint process;
- (5) requires appropriate corrective action to be taken against a peace officer employed by the PANOLA CO. CONST. PCT. 2 who, after an investigation, is shown to have engaged in racial profiling in violation of the PANOLA CO. CONST. PCT. 2's policy adopted under this article;
- (6) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - (A) the race or ethnicity of the individual detained;
- (B) whether a search was conducted and, if so, whether the individual detained consented to the search; and

Page 1 of 3 pages submitted electronically to the

The Texas Commission on Law Enforcement

- (C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and
- (7) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - (A) the Commission on Law Enforcement; and
- (B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

I certify these policies are in effect.

Executed by: MITCH NORTON

Chief Administrator

PANOLA CO. CONST. PCT. 2

Date: 01/19/2016

PANOLA CO. CONST. PCT. 2Motor Vehicle Racial Profiling Information

Number of motor vehicle stops:

- 1. 88 citation only
- 2. 0 arrest only
- 3. 0 both
- 4. 88 Total (4, 11, 14 and 17 must be equal)

Race or Ethnicity:

- 5 26 African
- 6. 0 Asian
- 7. 58 Caucasian
- 8. 4 Hispanic
- 9. 0 Middle Eastern
- 10. 0 Native American
- 11. 88 Total (lines 4, 11, 14 and 17 must be equal)

Race or Ethnicity known prior to stop?

- 12. 9 Yes
- 13. 79 No
- 14. 88 Total (lines 4, 11, 14 and 17 must be equal)

Search conducted?

- 15. 14 Yes
- 16. 74 No
- 17. 88 Total (lines 4, 11, 14 and 17 must be equal)

Was search consented?

- 18.14 Yes
- 19.0 No
- 20. 14 Total (must equal line 15)

Page 3 of 3 pages submitted electronically to the The Texas Commission on Law Enforcement



PANOLA COUNTY 2015 BUDGET AMENDMENT #29 January 25, 2016

	ACCOUNT	ACCOUNT DESCRIPTION	AMOUNT
GENERAL FUND			
EXPENDITURES			
COUNTY JUDGE			
	100-400-53120	LAW BOOKS	200
	100-400-54270	CONFERENCES AND DUES	(200)
			0
CRIMINAL DISTRIC	T ATTORNEY		
	100-477-53120	LAW BOOKS	915
	100-477-54270	CONFERENCE AND DUES	(915)
			0
GRAND TOTAL GE	NERAL FUND		0
HEALTH FUND			
REVENUES			
	883-360-41300	HOSPITAL LEASE	694,013
			694,013
EXPENDITURES			
	883-648-54613	UC AND/OR DSRIP	694,013
			694,013
GRAND TOTAL HEA	ALTH FUND		694,013
ROAD & BRIDGE FO	UND		
101.4	200-624-54080	CONTINGENCY	(9)
	200-624-55280	ROAD OIL PRE MIX & GRAVEL	9
		0.0000000000000000000000000000000000000	0
CRAND TOTAL BO	AD & BRIDGE FUND		
GRAND TOTAL ROA	AD & BRIDGE FUND		0

PANOLA COUNTY 2015 BUDGET AMENDMENT #29

We hereby amend the Panola County Budget for the Fiscal Year 2015 as set forth above according to the procedures outlined under Vernons Texas Codes Annotated Local Government Code, Chapter 111, Subchapter A Sections 111.010 (d), 111.0106, 111.0107, 111.0108. A copy of this Order is to be filed with the County Clerk and Attached to the Budget originally adopted for 2015.

remember to the budget originally a	adopted for 2015.
Signed on this 25th day of	of Jamary, 2016.
Lean Ines	
County Judge	
Romi La Grad	Dund Lamber Ja.
Commissioner Precinct # 1	Commissioner Precinct #3
John Geodley	Dale Sa Trone
Commissioner Precinct # 2	Commissioner Precinct # 4

Passed and approved by the Commissioners Court of Panola County on the 25th day of January, 2016 as the same appears on file in the office of the County Clerk of Panola County.

County Clerk

 $9\,7\,\text{PAGE}\,0\,3\,1\,5$ VOL.

PANOLA COUNTY OFFICIAL/EMPLOYEE REQUEST FOR ATTENDANCE AT A CONFERENCE

APPROVED 01-25-2016

Lee Ann Jones, County Judge

NAME:	Maria Hemandez	Countly Judge
POSITION:	Criminal Clerk	
DEPARTMENT:	Justice of the Peace Pot 2-3	
DATE:	1/12/10.	
CONFERENCE:	JUCTO FYILD Experience Court Per	sonnel Semina
LOCATION:	Rockwall, TX	
DATES:	7/13/16-7/15/100	
NUMBER OF DAYS	OUT OF OFFICE FOR THIS CONFERENCE:	
	ce meet your educational requirements for the year? of your requirements will be met already, not counting	
	ave you been away from your job this year for conference?	ences, not
Do you have suffic	eient funds in your budget for this conference?	jes
	ement explaining the public purpose that will be met be conference: (continue on back if necessary)	yyour
2016 Experie	enced Coort Personnel new laws.	
•		
	В-	

APPROVED 01-35-2016

Lee Ann Jones, County Judge

NAME:	Chadd fray
POSITION:	Deputy
DEPARTMENT:	Panola County Sheriff's Office
DATE:	January B, 2016
CONFERENCE:	Patro Response to Narrotic Unit
LOCATION:	Palestine, Texas
DATES:	February 19, 2016 to
NUMBER OF DAY	S OUT OF OFFICE FOR THIS CONFERENCE:
Does the conferen	ce meet your educational requirements for the year?
If not, how much of	your requirements will be met by this conference?
How much of your	requirements have been met already, not counting this conference?
How many days ha counting this confe	ve you been away from your job this year for conferences, not rence?
Do you have suffici	ent funds in your budget for this conference?
	nent explaining the public purpose that will be met by your conference: (continue on the back if necessary.)

VOL.

97 PAGE 0317

APPROVED

A 04-25-2016

Lee Ann Jones, County Judge

NAME:	Kichard Mojica
POSITION:	K-9 Deputy
DEPARTMENT:	Panola County Sheriff's Office
DATE:	January 13, 2016
	5
CONFERENCE:	NNDDA National Training Conference
LOCATION:	Brownsville, Texas
DATES:	May 30, 2016 to June 3, 2016
NUMBER OF DAYS	S OUT OF OFFICE FOR THIS CONFERENCE: 5
Does the conference	ce meet your educational requirements for the year?
If not, how much of	your requirements will be met by this conference?
How much of your r	requirements have been met already, not counting this conference?
	ve you been away from your job this year for conferences, not rence?
Do you have suffici	ent funds in your budget for this conference?
	nent explaining the public purpose that will be met by your conference: (continue on the back if necessary.)

APPROVED 01-25-2016

Lee Ann Jones, County Judge

NAME:	Richard Mojica
POSITION:	K-9 Deputy
DEPARTMENT:	Panola County Sheriff's Office
DATE:	January 13, 2016
CONFERENCE:	Patrol Response to Narrotic Unit
LOCATION:	Palestine, Texas
DATES:	February 19, 2014 to
NUMBER OF DAY	'S OUT OF OFFICE FOR THIS CONFERENCE:
Does the conferen	ce meet your educational requirements for the year?
If not, how much of	f your requirements will be met by this conference?
How much of your	requirements have been met already, not counting this conference?
How many days ha counting this confe	ave you been away from your job this year for conferences, not prence?
	ient funds in your budget for this conference?
	ment explaining the public purpose that will be met by your conference: (continue on the back if necessary.)

PANOLA COUNTY OFFICIAL/EMPLOYEE REQUEST FOR ATTENDANCE AT A CONFERENCE

APPROVED
01-25-2016
Lee Ann Jones,
County Judge

NAME:	Rokesia Hicks
POSITION:	Chief Deputy County Clerk
DEPARTMENT:	County Clerk
DATE:	January 14,2016
CONFERENCE:	Odyssey User's Conference
LOCATION:	Austin, Texas
DATES:	March 28 to March 30,2016
NUMBER OF DAYS	S OUT OF OFFICE FOR THIS CONFERENCE:
Does the conferen	ce meet your educational requirements for the year?NA
If not, how much o	of your requirements will be met by this conference?NA
How much of yo	our requirements have been met already, not counting this
conference?	JA
How many days h	ave you been away from your job this year for conferences, not
counting this conf	ference?
Do you have suffi	cient funds in your budget for this conference?ੑੑੑੑੑ
Write a short star attendance at this	tement explaining the public purpose that will be met by your conference: (continue on the back if necessary.)
This con	ference will supply me with Knowledge
of our c	riminal and civil case management
Software	system.

VOL.

APPROVED

01-25-2016

Lee Ann Jones, County Judge

NAME:	Josh 1	lagle	
POSITION:	Deputy		
DEPARTMENT:	Panala Count	& Sherif	t's Office
DATE:	1-14-16	1 18	Tell V
CONFERENCE:	Latent Prin	+ Proces	sing
LOCATION:	Nacogdeches	,Tx	- 940 484 485 1
DATES:			April, 1, 2016
NUMBER OF DAYS	OUT OF OFFICE FOI	R THIS CONFE	ERENCE: 5
Does the conference	e meet your educations	al requirements	for the year? No
If not, how much of y	our requirements will l	be met by this	conference? 40
How much of your re	quirements have beer	n met already, r	not counting this conference?
	5		
How many days have counting this confere	e you been away from	your job this ye	ear for conferences, not
Do you have sufficier	nt funds in your budge	t for this confer	ence? Yes / Free
Write a short stateme attendance at this co	ent explaining the publ nference: (continue or	ic purpose that the back if ned	will be met by your cessary.)
Beneficial +	raining		
	3		
			*

APPROVED 01–25-2016

Lee Ann Jones, County Judge

NAME:	Travis Curry
POSITION:	Deputy
DEPARTMENT:	Panela County Sherift's Office
DATE:	1-14-16
CONFERENCE:	Latent Print Processing
LOCATION:	Nacogdoches, Tx
DATES:	March, 28, 2016 to April, 1, 2016
NUMBER OF DAYS	OUT OF OFFICE FOR THIS CONFERENCE:
Does the conference	e meet your educational requirements for the year?
If not, how much of	your requirements will be met by this conference?40
How much of your re	equirements have been met already, not counting this conference?
counting this confer	e you been away from your job this year for conferences, not ence?
Write a short statem	ent explaining the public purpose that will be met by your onference: (continue on the back if necessary.)
Beneficial	training

APPROVED△ 0.1–25-2016

Lee Ann Jones, County Judge

NAME:	HOLLY GIBBS
POSITION:	CHIEF DEPUTY
DEPARTMENT:	TAX OFFICE
DATE:	01/19/16
	•
CONFERENCE:	ON-LINE: VOTER REGISTRATION & CHAPTER 19 FUNDS, BUDGET PLANNING
LOCATION:	MOTOR VEHICLE SALES TAX & FEES, ACCOUNTING IN A COUNTY
DATES:	TAX OFFICE to
NUMBER OF DAYS	S OUT OF OFFICE FOR THIS CONFERENCE:N/A
Does the conferen	ce meet your educational requirements for the year?
If not, how much o	of your requirements will be met by this conference?
How much of yo	our requirements have been met already, not counting this
conference?	
How many days ha	ave you been away from your job this year for conferences, not
counting this conf	erence?
Do you have suffic	cient funds in your budget for this conference?YES
	ement explaining the public purpose that will be met by your conference: (continue on the back if necessary.)
PURPOSE OF COU	RSES TO EARN CREDIT HOURS TOWARDS PCC
DESIGNATION (PRO	PFESSIONAL COUNTY COLLECTOR)

PANOLA COUNTY OFFICIAL/EMPLOYEE REQUEST FOR ATTENDANCE AT A CONFERENCE

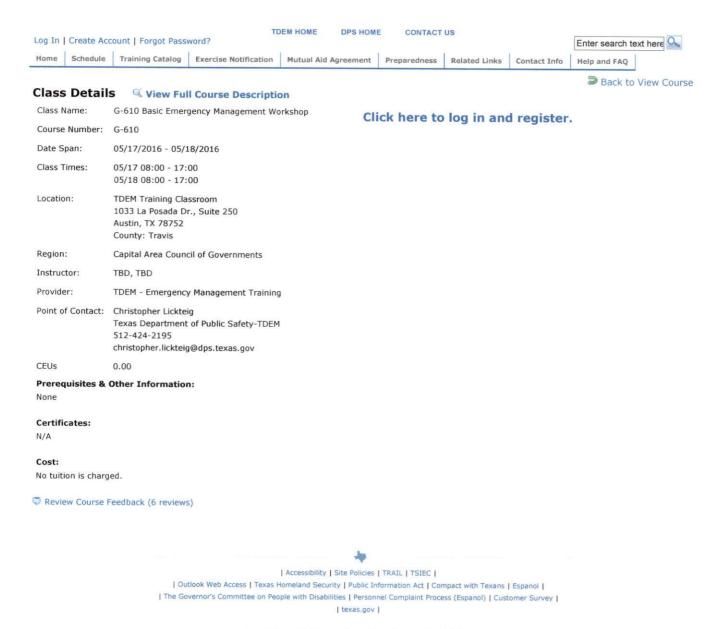
Lee Ann Jones, County Judge

APPROVED

01-25-2016

NAME:	Lee any mes
POSITION:	Emergency Monergement Director
DEPARTMENT:	_ Cuurty Judge
DATE:	January 20, 2016
Does the confere	Basic Emerginal Management Workshop Custin, Jerus May 17 to May 18 Os OUT OF OFFICE FOR THIS CONFERENCE: Ince meet your educational requirements for the year? N/A of your requirements will be met by this conference? N/A our requirements have been met already, not counting this
conference?	NIA
	nave you been away from your job this year for conferences, not
	icient funds in your budget for this conference?
	atement explaining the public purpose that will be met by your sometimes conference: (continue on the back if necessary.)
п	

97 PAGE 0324 VOI



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