

PANOLA COUNTY SHERIFF'S OFFICE

Office: 903.693.0333
Fax: 903.693.9366



314 W. Wellington
Carthage, Texas 75633

Sheriff Kevin Lake

February 3, 2020

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

Dear Judge Jones,

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

Please record the employment of Holden Ritter as a Detention Officer for the Panola County Sheriff's Office at a pay rate of \$14.62 per hour effective February 15, 2020.

Please record the employment of Matthew Mitchell as a Detention Officer for the Panola County Sheriff's Office at a pay rate of \$15.86 per hour effective February 15, 2020.

Sincerely,

A handwritten signature in black ink, appearing to read "K Lake".

Kevin Lake
Sheriff

KL/lw
CC: Jennifer Stacy
Joni Reed

Honesty, Integrity, Service

PANOLA COUNTY SHERIFF'S OFFICE

Office: 903.693.0333
Fax: 903.693.9366



314 W. Wellington
Carthage, Texas 75633

Sheriff Kevin Lake

February 4, 2020

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

Dear Judge Jones,

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

Please record a change in rate of pay for James McBrayer, a Detention Officer for the Panola County Sheriff's Office, from \$14.62 per hour to \$15.86 per hour effective February 15, 2020.

Please record a change in rate of pay for Chance Haynie, a Detention Officer for the Panola County Sheriff's Office, from \$14.62 per hour to \$15.86 per hour effective February 15, 2020.

Sincerely,

A handwritten signature in black ink, appearing to be "K Lake".

Kevin Lake
Sheriff

KL/lw

CC: Jennifer Stacy
Joni Reed

Honesty, Integrity, Service

PANOLA COUNTY SHERIFF'S OFFICE

Office: 903.693.0333
Fax: 903.693.9366



314 W. Wellington
Carthage, Texas 75633

Sheriff Kevin Lake

February 6, 2020

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

Dear Judge Jones,

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

Please record the employment of Randy Payne as a Patrol Deputy for the Panola County Sheriff's Office at a pay rate of \$21.92 per hour effective February 17, 2020.

Please record the employment of Robert Delconte as a Patrol Deputy for the Panola County Sheriff's Office at a pay rate of \$21.92 per hour effective February 17, 2020.

Sincerely,

A handwritten signature in black ink that appears to read "K. Lake".

Kevin Lake
Sheriff

KL/lw
CC: Jennifer Stacy
Joni Reed

Honesty, Integrity, Service

PANOLA COUNTY SHERIFF'S OFFICE

Office: 903.693.0333
Fax: 903.693.9366



314 W. Wellington
Carthage, Texas 75633

Sheriff Kevin Lake

February 6, 2020

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

Dear Judge Jones,

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

Please record a change in assignment for Christopher Hansen from Detention Corporal at a pay rate of \$17.44 per hour to Patrol Deputy for the Panola County Sheriff's Office at a pay rate of \$21.92 per hour effective February 15, 2020.

Please record a change in assignment for Ashley Esquivel from Senior Detention Officer at a pay rate of \$16.80 per hour to Detention Corporal for the Panola County Sheriff's Office at a pay rate of \$17.44 per hour effective February 15, 2020.

Please record a change in assignment for Karen Naylor from Detention Officer at a pay rate of \$15.86 per hour to Senior Detention Officer for the Panola County Sheriff's Office at a pay rate of \$16.80 per hour effective February 15, 2020.

Sincerely,

A handwritten signature in black ink, appearing to read "K Lake".

Kevin Lake
Sheriff

KL/lw

CC: Jennifer Stacy
Joni Reed

Honesty, Integrity, Service

PANOLA COUNTY SHERIFF'S OFFICE

Office: 903.693.0333
Fax: 903.693.9366



314 W. Wellington
Carthage, Texas 75633

Sheriff Kevin Lake

February 11, 2020

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

Dear Judge Jones,

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

Please record the change in assignment for Adam Jones from Criminal Investigator at a pay rate of \$22.33 per hour to Criminal Investigator Sergeant for the Panola County Sheriff's Office at a pay rate of \$22.44 per hour effective February 15, 2020.

Please record a change in assignment for Albert Garza from Patrol Deputy at a pay rate of \$21.92 per hour to Patrol Sergeant for the Panola County Sheriff's Office at a pay rate of \$22.44 per hour effective February 15, 2020.

Sincerely,

A handwritten signature in black ink, appearing to read "K. Lake", written over a horizontal line.

Kevin Lake
Sheriff

KL/lw

CC: Jennifer Stacy
Joni Reed

Honesty, Integrity, Service

Donation

Date 1/31/20

The undersigned has secured a contribution from Hopewell operating to Panola County for use in the Panola County Road and Bridge Fund. This contribution consists of:

\$ 976.27 and/or

Material of the following type and amount 80' Culvert.

This donation is to be used as needed by the Panola County Road and Bridge Department to improve Panola County road number 331, or if no road is indicated, then it is to be used to improve any Panola County road as seen fit by the Department. This donation must be accepted by the Panola County Commissioners' Court according to Local Gov. Code sec. 81.032 and Transportation Code sec. 252.214 and any money will be held by the Panola County Treasurer pending approval of deposit in the Road and Bridge Fund. Any material will not be used prior to the approval of the Court.

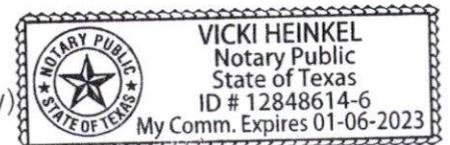
I acknowledge that this is intended as a donation and that no person or corporation has been promised any other benefit because of the donation, nor have been induced or coerced in any way by any official or employees of Panola County. I further certify that this donation was given freely and voluntarily.

Craig M. Lowless Commissioner, Precinct # 3

Sworn and subscribed to this 5 day of February, 2019

Vicki Heinkel, Notary Public, State of Texas, My commission expires 1-6-2023

(Panola County Commissioners' Court use only)



This item was accepted/~~disapproved~~ (strike one) at a meeting of the Panola County Commissioners' Court on this 10th day of February, 2020.

County Judge William James

NOTICE OF PROPOSED INSTALLATION
PIPELINE AND/OR UTILITY LINES

TO: THE PANOLA COUNTY COMMISSIONER'S COURT

c/o

PANOLA COUNTY ROAD & BRIDGE DEPARTMENT, CARTHAGE, TEXAS

Formal notice is hereby given that:

Rockcliff Energy proposes to place a
(COMPANY NAME)

4 inch to 6 inch line within the Right-of-Way
(PIPE SIZE)

of County Road: # 335 as follows:
(NUMBER OF ROAD)

The proposed pipeline will cross under the indicated roads on the attached sheet.
Installation shall be made by boring a total length of 100 ft. line in Panola County.

The location and description of the proposed line and appurtenances is more fully shown
by the copies of the drawings attached to this notice. The line will be constructed and
maintained on the County Right-of-Way as directed by the County Commissioners in
accordance with current Panola County Specifications.

Construction of this line will begin on or after the 19th day of
February, 2020

FIRM: Cypress Energy Corp
BY: Justin Smith
TITLE: Roller Agent
ADDRESS: 400 Travis St. Ste 1909
Spit, LA 71106
PHONE: (318) 294-6875

APPROVAL

February 18, 2020

TO: Rockcliff Energy
Attn: Justin Smith

RE: **CR #335**

The Panola County Commissioners' Court offers no objection to the location on the right-of-way of your proposed **4 to 6" lines** within the right-of-way of County Roads **#335** as shown by accompanying drawings and notice except as noted below.

It is expressly understood that the County Commissioners' Court does not purpose hereby, to grant any right, claim, title or easement in or upon this county road. It is further understood that in the future should for any reason the county need to work, improve, relocate, widen, increase, add to, or in any manner change the structure of this right-of-way, any required relocation of said lines shall be at the sole expense of owner.

All work on the county right-of-way shall be performed in accordance with the county instructions. The installations shall not damage any part of the road and adequate provisions must be made to cause minimum inconvenience to traffic and adjacent owners. Special specifications for placing this line are as follows:

1. All lines are to be installed a minimum of 36 inches below the flow line of the adjacent drainage or barrow ditch.
2. All excavation within the right-of-way and not under surfacing shall be backfilled by tamping in 6 inch horizontal layers. All surplus material shall be removed from the right-of-way and the excavation finished flush with surrounding natural ground.
3. Lines crossing under surfaced roads and under surfacing cross roads within the right-of-way shall be placed by boring. Boring shall extend from crown line to crown line. Gravity from sewer lines under roadways shall be cast iron pipe.
4. All lines, where practicable, shall be located to cross roadbed at approximately right angles thereto. No lines are to be installed under or within 50 feet of either end of any bridge. No lines shall be placed in any culvert or within 10 feet of the closest point of same.
5. Parallel line will be installed as near the right-of-way lines as is possible and

no parallel line will be installed in the roadbed or between the drainage ditch and the roadbed without special permission of the Panola County Commissioners' Court.

6. Operations along roadbeds shall be performed in such manner that all excavated material be kept off the pavement at all times, as well as all operating equipment and materials. No equipment or installation procedures will be used which will damage any road surface or structures. The cost of any repairs to road surface, roadbed, structures or other right-of-way features as a direct result of this installation will be borne by the owner of this line.
7. Barricades, warning signs, lights, and flag man(men) when necessary shall be provided by the contractor or owner. One-half (1/2) of the traveled portion of the road must be open at all times.

Approved: 
COUNTY JUDGE

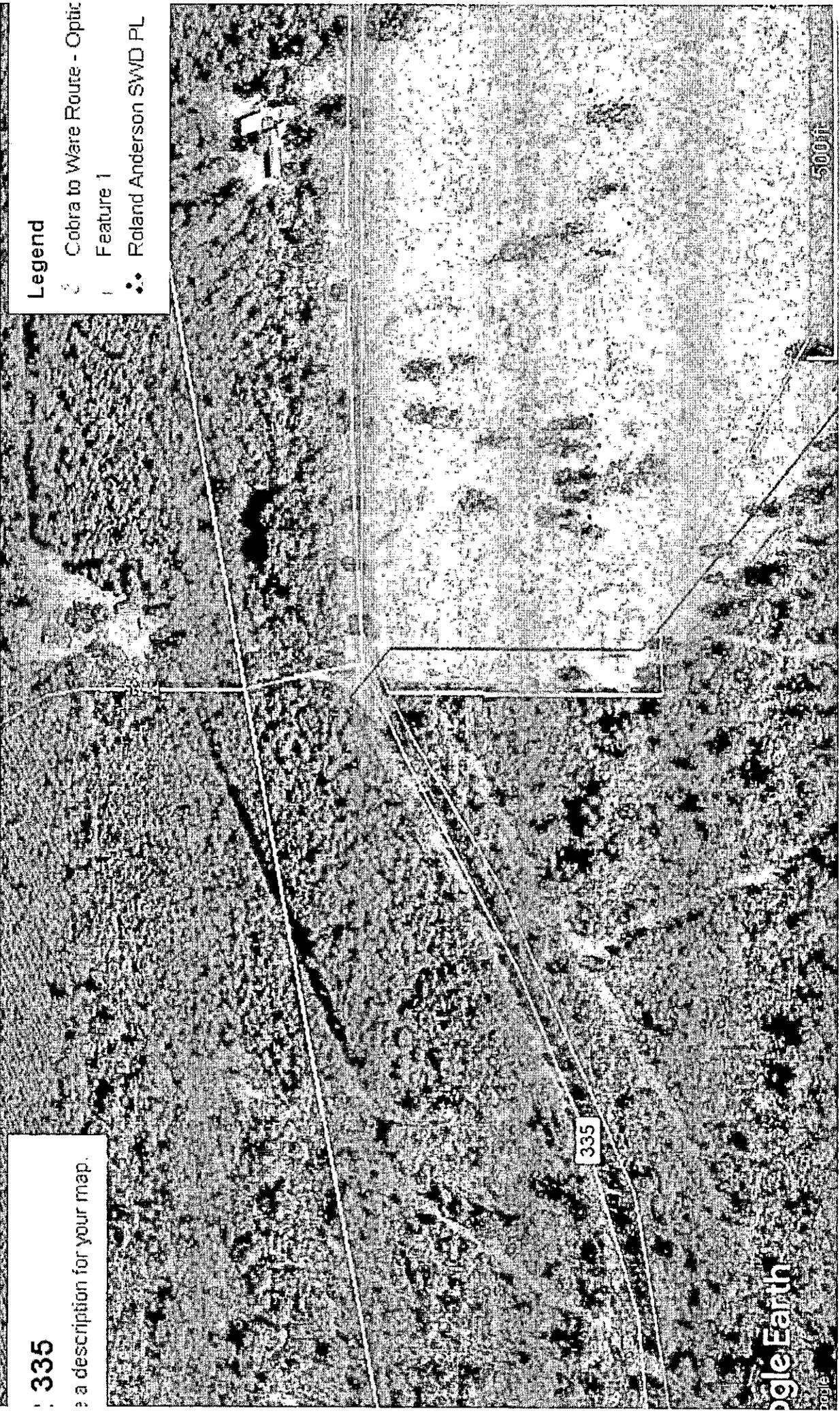
COMMISSIONERS:

Precinct #1	Ronnie LaGrone
Precinct #2	David A. Cole
Precinct #3	Craig M. Lawless
Precinct #4	Dale LaGrone

335
a description for your map.

Legend

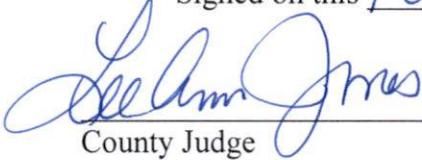
- Cobra to Ware Route - Optic
- Feature 1
- Roland Anderson SWD PL



**PANOLA COUNTY
2020
BUDGET AMENDMENT #5**

We hereby amend the Panola County Budget for the Fiscal Year 2020 as set forth above according to the procedures outlined under Local Government Code, Chapter 111, Subchapter A Sections 111.010 (c), (d). A copy of this Order is to be filed with the County Clerk and Attached to the Budget originally adopted for 2020.

Signed on this 18th day of February, 2020.



County Judge



Commissioner Precinct # 1



Commissioner Precinct # 3



Commissioner Precinct # 2



Commissioner Precinct # 4

Passed and approved by the Commissioners Court of Panola County on the 18th day of February, 2020 as the same appears on file in the office of the County Clerk of Panola County.



County Clerk





Panola County, Texas

Budget Adjustment Register

Adjustment Detail

Packet: GLPKT14605 - 2020-#5

Adjustment Number	Budget Code	Description	Adjustment Date
BA0001130	2020 COUNTY BUDGET JAN...	624- PURCHASE A TRAILER	2/18/2020

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
200-624-54080	CONTINGENCY	624- PURCHASE A TRAILER	78,912.00	-15,000.00	63,912.00
January:		April: -1,250.00		July: -1,250.00	October: -1,250.00
February:		May: -1,250.00		August: -1,250.00	November: -1,250.00
March:		June: -1,250.00		September: -1,250.00	December: -1,250.00
200-624-55270	FURNITURE & EQUIPMENT	624- PURCHASE A TRAILER	149,515.00	15,000.00	164,515.00
January:		April: 1,250.00		July: 1,250.00	October: 1,250.00
February:		May: 1,250.00		August: 1,250.00	November: 1,250.00
March:		June: 1,250.00		September: 1,250.00	December: 1,250.00

Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2020	2020 COUNTY BUDGET JA	200-624-54080	CONTINGENCY	78,912.00	-15,000.00	63,912.00
		200-624-55270	FURNITURE & EQUIPMENT	149,515.00	15,000.00	164,515.00
			2020 Total:	228,427.00	0.00	228,427.00
			Grand Total:	228,427.00	0.00	228,427.00



OFFICIAL BOND AND OATH

Liberty Mutual Surety
Attention: LMS Claims
P.O. Box 34526
Seattle, WA 98124
Phone: 206-473-6210
Fax: 866-548-6837
Email: HOSCL@libertymutual.com
www.LibertyMutual.com
AT 10:00 O'CLOCK A M
FEB 19 2020
BOBBIE DAVIS
COUNTY CLERK
PANOLA COUNTY, TEXAS

KNOW ALL PERSONS BY THESE PRESENTS:

Bond Number: 999033575 BY BITAUS DEPUTY

That we, R. Collin Underwood
of 324 W. Panola Street, Carthage, TX 75633 as Principal, and, The
Ohio Casualty Insurance Company a corporation duly licensed to do business in the State of Texas, as Surety, are held and firmly bound unto
the Panola County and/or his/her
successors in the penal sum of Two Thousand Five Hundred Dollars And Zero Cents
(\$2,500.00), for the payment of which we hereby bind ourselves, our heirs, executors, administrators,
successors and assigns, jointly and severally, firmly by these presents.

SIGNED, SEALED and DATED this 22nd day of January, 2020.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH,
That whereas, the above bounden Principal was on the 12/03/2019, duly Appointed
(elected/appointed) to the office of Special Prosecutor in and for
Panola County in the State of Texas, for a term commencing on the 23rd day of December, 2019
and ending December 23, 2020.

NOW, THEREFORE, If the said Principal shall faithfully perform and discharge all the duties required of him/her by law as the aforesaid officer, and shall (conditions) faithfully paying over in the manner prescribed by law all money that he collects or receives for any county or the state

then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that regardless of the number of years this bond may remain in force and the number of claims which may be made against this bond, the liability of the Surety shall not be cumulative and the aggregate liability of the Surety for any and all claims, suits, or actions under this bond shall not exceed the amount stated above. Any revision of the bond amount shall not be cumulative.

PROVIDED, FURTHER, that this bond may be canceled by the Surety by sending written notice to the party to whom this bond is payable stating that, not less than thirty (30) days thereafter, the Surety's liability hereunder shall terminate as to subsequent acts of the Principal.

R. Collin Underwood

BY: [Signature]
Principal

The Ohio Casualty Insurance Company
Surety

Countersigned
BY: _____
Texas Resident Agent

BY: [Signature]
Attorney-in-Fact
Carrie Thomas

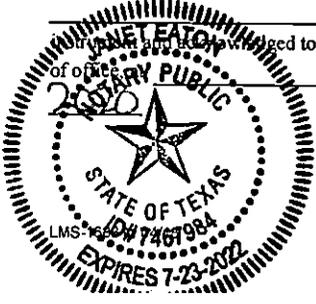


ACKNOWLEDGEMENT OF PRINCIPAL

THE STATE OF TEXAS
County of Panola) ss

Before me, Janet Eaton on this day, personally appeared, R. Collin Underwood

known to me to be the person whose name is subscribed to the foregoing
I have read to him/her the contents of the same and he/she executed the same for the purposes and consideration therein expressed. Given under my hand and seal
of office, Carthage, Texas, this the 5th day of February



[Signature]
Notary Public
Panola
County, Texas



OFFICIAL BOND AND OATH

Liberty Mutual Surety
Attention: LMS Claims
P.O. Box 34526
Seattle, WA 98124
Phone: 206-473-6210
Fax: 866-548-6837
Email: HOSCL@libertymutual.com
www.LibertyMutualSuretyClaims.com

KNOW ALL PERSONS BY THESE PRESENTS:

Bond Number: 999033586

That we, April Sikes
of 101 E. Melton Suite 333, Longview, TX 75601 as Principal, and, The
Ohio Casualty Insurance Company a corporation duly licensed to do business in the State of Texas, as Surety, are held and firmly bound unto
the Panola County and/or his/her
successors in the penal sum of Two Thousand Five Hundred Dollars And Zero Cents
(\$2,500.00), for the payment of which we hereby bind ourselves, our heirs, executors, administrators,
successors and assigns, jointly and severally, firmly by these presents

SIGNED, SEALED and DATED this 22nd day of January, 2020

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH,
That whereas, the above bounden Principal was on the 01/08/2020, duly Appointed
(elected/appointed) to the office of Special Prosecutor in and for
Panola County in the State of Texas, for a term commencing on the 8th day of January, 2020
and ending January 8, 2021

NOW, THEREFORE, If the said Principal shall faithfully perform and discharge all the duties required of him/her by law as the aforesaid officer, and
shall (conditions) faithfully paying over in the manner prescribed by law all money that he collects or receives for any county or the state

then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that regardless of the number of years this bond may remain in force and the number of claims which may be made against
this bond, the liability of the Surety shall not be cumulative and the aggregate liability of the Surety for any and all claims, suits, or actions under this
bond shall not exceed the amount stated above. Any revision of the bond amount shall not be cumulative.

PROVIDED, FURTHER, that this bond may be canceled by the Surety by sending written notice to the party to whom this bond is payable stating that,
not less than thirty (30) days thereafter, the Surety's liability hereunder shall terminate as to subsequent acts of the Principal.

April Sikes
BY: [Signature]
Principal

The Ohio Casualty Insurance Company
Surety

Countersigned
BY:
Texas Resident Agent

[Signature]
BY:
Attorney-in-Fact
Carrie Thomas

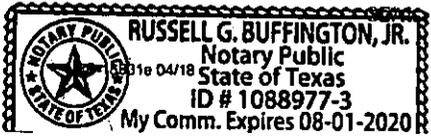


ACKNOWLEDGEMENT OF PRINCIPAL

THE STATE OF TEXAS
County of Gretna
Before me, [Signature] ss. Russell Buffington
on this day, personally appeared, April Sikes

known to me to be the person whose name is subscribed to the foregoing
instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed. Given under my hand and seal
of office, at Gretna County Courthouse, Gretna, Texas, this the 5 day of February, 2020.

[Signature]
Notary Public
County, Texas



OFFICIAL	AMOUNT	TO WHOM PAYABLE	CONDITIONS
District Attorney	\$5,000.	Governor	"in the manner prescribed by law, faithfully pay over all money that he collects or that comes into his hands for the state or a county "
County Attorney	\$2,500.	Governor	"faithfully paying over in the manner prescribed by law all money that he collects or receives for any county or the state."
County Judge	*\$1,000 - 10,000.	County Treasurer	"pay all money that comes into his hands as county judge to the person or officer entitled to it; pay to the county all money illegally paid to the judge out of county funds; and not vote or consent to pay out county funds for other than lawful purposes."
County Clerk	Equal to at least 20% of the maximum amount of fees collected in any year during the term of office preceding the term for which the bond is to be given - \$5,000 minimum \$500,000 maximum	County	"faithfully perform the duties of office"
Auditor	\$5,000 or more	County Judge	"faithful performance of the duties of county auditor"
County Treasurer	Established by the Commissioner's Court	County Judge	"faithfully execute the duties of office; remit according to law all funds received as county treasurer, and render an account of all funds received to the commissioners court at each regular term of the court."
District Clerk	Not less than 20% of the maximum amount of fees collected in any year during the term of office immediately preceding the term of office for which the bond is given, except that the bond may not be in an amount less than \$5,000 nor more than \$100,000.	Governor	"faithfully perform the duties of the office."
County Surveyor	Fixed by the Commissioners Court - \$500 minimum \$10,000 maximum	Not Stated (Suggested to County Judge)	"faithful performance of the duties of the office."
Hide and Animal Inspector	Set by the Commissioners Court - \$1,000 minimum \$10,000 maximum	County Judge	"well and truly perform the duties of the office."
Sheriff	Established by the commissioners court, but - \$5,000 minimum. \$30,000 maximum	Governor	"faithfully perform the duties of office established by law; account for and pay to the person authorized by law to receive them the fines, forfeitures, and penalties the sheriff collects for the use of the state or a county; execute and return when due the process and precepts lawfully directed to the sheriff, and pay to the person to whom they are due or to the person's attorney the funds collected by virtue of the process or precept; and pay to the county any funds illegally paid, voluntarily or otherwise, to the sheriff from county funds."
Assessor and Collector of Taxes (State Bond)	"Equal to 5% of the net state collections from motor vehicle sales and use taxes and motor vehicle registration fees in the county during the year ending August 31 preceding the date bond is given - \$2,500 minimum \$100,000 maximum"	Governor	"faithful performance of the person's duties as assessor-collector."
Assessor and Collector of Taxes (County Bond)	Equal to 10% of the total amount of county taxes imposed in the preceding tax year - \$100,000 maximum	County Judge	"faithful performance of the person's duties as assessor-collector."
County Commissioners	\$3,000.	County Treasurer	"faithfully perform the commissioner's official duties; will reimburse the county for all county funds illegally paid to the commissioner; and will not vote or consent to make a payment of county funds except for a lawful purpose."
Justice of the Peace	\$5,000 maximum	County Judge	"faithfully and impartially discharge the duties required by law; and promptly pay to the entitled party all money that comes into the justice's hands during the term of office."
Constable	Set by the Commissioners Court - \$500 minimum \$1,500 maximum	Governor	"faithfully perform the duties imposed by law."

* Sum to be fixed by the Commissioners Court within the limits prescribed by law

** In counties where Sheriff performs the duties of the Assessor and Collector of Taxes he shall make the bond required of the Assessor and Collector of Taxes.

OATH OF OFFICE
(COUNTY COMMISSIONERS and COUNTY JUDGE)

I, _____, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of _____ of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State; and I furthermore solemnly swear (or affirm), that I have not directly nor indirectly paid, offered, or promised to pay, contributed nor promised to contribute any money, or valuable thing, or promised any public office or employment, as a reward for the giving or withholding a vote at the election at which I was elected; and I furthermore solemnly swear (or affirm) that I will not be, directly or indirectly, interested in any contract with or claim against the County, except such contracts or claims as are expressly authorized by law and except such warrant as may issue to me as fees of office. So help me God.

Signed _____

Sworn to and subscribed before me, at, _____ Texas, this _____ day of _____, _____.

SEAL

Notary Public

County, Texas

OATH OF OFFICE
(GENERAL)

I, _____, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of _____ of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State; and I furthermore solemnly swear (or affirm), that I have not directly nor indirectly paid, offered, or promised to pay, contributed nor promised to contribute any money, or valuable thing, or promised any public office or employment, as a reward for the giving or withholding a vote at the election at which I was elected. So help me God.

Signed _____

Sworn to and subscribed before me, at, _____ Texas, this _____ day of _____, _____.

SEAL

Notary Public

County, Texas

THE STATE OF TEXAS

County of _____ } ss

The foregoing bond of _____ as _____ in and for _____ County and State of Texas, this day approved in open Commissioner's Court.

ATTEST

Date: _____

Clerk

County Judge.

County Court _____ County

County, Texas

THE STATE OF TEXAS

County of _____ } ss

I, _____, County Clerk, in and for said County, do hereby certify that the foregoing Bond dated the _____ day of _____, _____, with its certificates of authentication, was filed for record in my office the _____ day of _____, _____, at _____ o'clock _____ M., and duly recorded the _____ day of _____, _____ at _____ o'clock _____ M., in the Records of Official Bonds of said County in Volume _____, on page _____.

WITNESS my hand and the seal of the County Court of said County, at office in _____, Texas, the day and year last above written.

By _____ Deputy

Clerk
County Court _____ County



Liberty Mutual Surety
Attention: LMS Claims
P.O. Box 34526
Seattle, WA 98124
Phone: 206-473-6210
Fax: 866-548-6837
Email: HOSCL@libertymutual.com
www.LibertyMutualSuretyClaims.com

TEXAS IMPORTANT NOTICE

To obtain information or make a complaint:

You may call toll-free for information or to make a complaint at:

206-473-6210

You may also write to:

Liberty Mutual Surety Claims
P.O. Box 34526
Seattle, WA 98124

You may contact the Texas Department of Insurance to obtain information on companies, coverages, rights or complaints at 1-800-252-3439.

You may write the Texas Department of Insurance Consumer Protection (111-1A)

P. O. Box 149091

Austin, TX 78714-9091

FAX: (512) 490-1007

Web: <http://www.tdi.texas.gov>

E-mail: ConsumerProtection@tdi.texas.gov

PREMIUM OR CLAIM DISPUTES:

Should you have a dispute concerning your premium or about a claim you should first contact the agent or call 1-800-843-6446. If the dispute is not resolved, you may contact the Texas Department of Insurance.

ATTACH THIS NOTICE TO YOUR POLICY:

This notice is for information only and does not become a part or condition of the attached document.

TEXAS AVISO IMPORTANTE

Para obtener informacion o para someter una queja:

Usted puede llamar al numero de telefono gratis para informacion o para someter una queja al:

206-473-6210

Usted tambien puede escribir a:

Liberty Mutual Surety Claims
P.O. Box 34526
Seattle, WA 98124

Puede comunicarse con el Departamento de Seguros de Texas para obtener informacion acerca de companias, coberturas, derechos o quejas al 1-800-252-3439.

Puede escribir al Departamento de Seguros de Texas Consumer Protection (111-1A)

P. O. Box 149091

Austin, TX 78714-9091

FAX # (512) 490-1007

Web: <http://www.tdi.texas.gov>

E-mail: ConsumerProtection@tdi.texas.gov

DISPUTAS SOBRE PRIMAS O RECLAMOS:

Si tiene una disputa concierne a su prima o a un reclamo, debe comunicarse con el agente o primero. Si no se resuelve la disputa, puede entonces comunicarse con el departamento (TDI)

UNA ESTE AVISO A SU POLIZA:

Este aviso es solo para proposito de informacion y no se convierte en parte o condicion del documento adjunto.



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

The Ohio Casualty Insurance Company
POWER OF ATTORNEY

Principal: April Sikes
Agency Name: Richard H. Thomas Inc Bond Number: 999033586
Obligee: Panola County
Bond Amount: (\$2,500.00) Two Thousand Five Hundred Dollars And Zero Cents

KNOW ALL PERSONS BY THESE PRESENTS: that The Ohio Casualty Insurance Company, a corporation duly organized under the laws of the State of New Hampshire (herein collectively called the "Company"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint Carrie Thomas in the city and state of Carthage, TX, each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Company in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Company and the corporate seal of the Company has been affixed thereto this 26th day of September, 2016.



The Ohio Casualty Insurance Company
By: David M. Carey, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

STATE OF PENNSYLVANIA ss
COUNTY OF MONTGOMERY

On this 26th day of September, 2016, before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of The Ohio Casualty Insurance Company and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 28, 2021
Member, Pennsylvania Association of Notaries

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-law and Authorizations of The Ohio Casualty Insurance Company, which is now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.
Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature or electronic signatures of any assistant secretary of the Company or facsimile or mechanically reproduced or electronic seal of the Company, wherever appearing upon a certified copy of any power of attorney or bond issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, of The Ohio Casualty Insurance Company do hereby certify that this power of attorney executed by said Company is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Company this 22nd day of January, 2020.



By: Renee C. Llewellyn, Assistant Secretary



Liberty Mutual Surety: National Bond Center
350 E. 96th Street
Indianapolis, IN 46240
(888) 844-2663 Fax: (866) 547-4883

SURETY BOND PACKAGE

Thank you for choosing Liberty Mutual Surety for your bonding business. The enclosed package is a complete set of bond documents. Please file the documents in this bond package that are required by the Obligee. Some documents may not need to be filed.

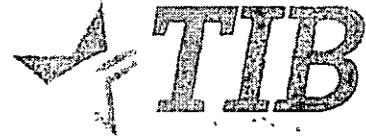
Please verify the accuracy of all documents thoroughly. For immediate changes or corrections, please contact your Liberty Mutual Surety office listed above.

Use the following checklist to ensure the documents are properly signed and distributed.

- The principal must sign the bond as the name is printed on the bond form. If the principal is a company, any officer of the company may sign the bond.
- Carrie Thomas must sign the bond on behalf of the Surety with the name as it is printed on the bond.
- A Power of Attorney form is included in the bond package. This form should be attached to the bond and filed with the obligee.
- Principal signature must be notarized.

SECURITY PLEDGE/RELEASE REQUEST

Request must be submitted by the BANK, not the PLEDGEE/ENTITY



TO: SAFEKEEPING DEPARTMENT

EMAIL: myportal@tib.bank

TIB CUSTOMER INFORMATION:

YOUR NAME/TITLE:	Kevin Smith/CFO
PHONE NUMBER:	903-291-2421
BANK NAME/CITY:	First State Bank & Trust Company/Carthage
ACCOUNT#:	1009968

Pledge Code

PLEDGEE/ENTITY:	Panola County	
-----------------	---------------	--

(Requests are processed effective the date received unless specified in the special instructions)

CHECK ONE

PLEDGE	RELEASE	TIB RECEIPT#	CUSIP	*ORIG PAR VALUE
<input type="checkbox"/>	<input checked="" type="checkbox"/>	161026662	041826XW3	500,000.00
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
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<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

*IF SECURITY IS A MBS POOL/CMO, THE ORIGINAL FACE OF PLEDGE AMOUNT IS REQUIRED.

SPECIAL INSTRUCTIONS:

LeeAnn Jones G. Judge
 YOUR CUSTOMER/PLEDGEES' SIGNATURE/TITLE (RELEASES ONLY)

Kirk
 YOUR SIGNATURE

Thank You for Your Business
 Toll Free: 866-308-4842
 Fax: 972-969-1605
 Email: myportal@tib.bank

SECURITY PLEDGE/RELEASE REQUEST

Request must be submitted by the BANK, not the PLEDGEE/ENTITY



TO: SAFEKEEPING DEPARTMENT

EMAIL: myportal@tib.bank

TIB CUSTOMER INFORMATION:

YOUR NAME/TITLE:	Kevin Smith/CFO
PHONE NUMBER:	903-291-2421
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ACCOUNT#:	1009968

Pledge Code

PLEDGEE/ENTITY:	Panola County	
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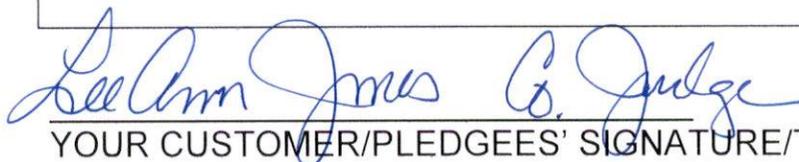
(Requests are processed effective the date received unless specified in the special instructions)

CHECK ONE

PLEDGE	RELEASE	TIB RECEIPT#	CUSIP	*ORIG PAR VALUE
<input type="checkbox"/>	<input checked="" type="checkbox"/>	161026662	041826XW3	500,000.00
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
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<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

* IF SECURITY IS A MBS POOL/CMO, THE ORIGINAL FACE OF PLEDGE AMOUNT IS REQUIRED.

SPECIAL INSTRUCTIONS:



YOUR CUSTOMER/PLEDGEES' SIGNATURE/TITLE (RELEASES ONLY)

YOUR SIGNATURE

Thank You for Your Business
Toll Free: 866-308-4842
Fax: 972-969-1605
Email: myportal@tib.bank

APPROVED

02-18-2020



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: TONI HUGHES, JP2 _____

POSITION: JUSTICE OF THE PEACE, PCT 2 & 3

DEPARTMENT: JUSTICE OF THE PEACE, PCT 2 & 3

DATE: 02/05/2020 _____

CONFERENCE: IMPROVING DISASTER-RELATED DEATH
REGISTRATION FOR JPs/MEs OF TEXAS

LOCATION: NACOGDOCHES, TX

DATES: 02/27/2020 ONLY

Does the conference meet your educational requirement for the year? NO

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?

NONE

How many days have you been away from your job this year for conferences, not counting this conference? NONE _____

Do you have sufficient funds in your budget for this conference? YES _____

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

THIS IS THE FIRST EDUCATIONAL TRAINING OFFERED OF THIS TYPE THAT HAS BEEN AVAILABLE WHEN I HAVE BEEN AVAILABLE TO ATTEND. THE TRAINING CLASSES ARE NEW WITHIN THE PAST 12 MONTHS. DISASTER-RELATED DEATHS HAVE MORE INTENSE LABELING AND INVESTIGATION THAT NEEDS TO BE DONE AND PROCESSED SO THAT IT CAN BE COUNTED AND PRESERVED FOR THE STATE AS WELL AS STATE AGENCIES THAT THE GOVERNMENT CAN OFFER ASSISTANCE TO FAMILIES, COUNTIES, AND/OR FACILITIES. IT IS AN IMPORTANT ENDEAVOR TO LEARN TO DO THESE TYPE OF DEATHS CORRECTLY.



Training Reminder: Improving Disaster-Related Death Registration for Justices of the Peace/Medical Examiners

From: Olmos, Leslie (DSHS) <Leslie.Olmos1@dshs.texas.gov>

Sent: Wed, Feb 5, 2020 at 7:49 am

To:

[image001.png](#) (22.7 KB)

Please RSVP if you would like to participate and have not already done so. Thank you!

STATE OF TEXAS: DEPARTMENT OF STATE HEALTH SERVICES-Vital Statistics

The Texas Department of State Health Services Vital Statistics Field Service Representatives are going to **Northeast Texas (Round 2)**!

We will be hosting a training on ***Improving Disaster-Related Death Registration for Justices of the Peace/Medical Examiners***. **Our mission is to train ALL 300+ JP/MEs of Texas**, with the support of the Center for Disease Control and Prevention (CDC).

The objectives for this training are:

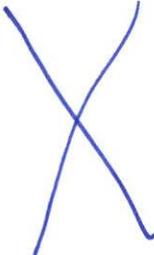
1. Disaster Preparedness and why cause of death is important for public health
2. How to certify causes of death
3. Establish disaster-related causes of death

We hope you will join us! There is **no cost** for this training and **all staff are welcome to attend** (spread the word to others who may be interested 😊). The details are provided at the bottom of the email. If you have any questions/comments, feel free to email leslie.olmos1@dshs.texas.gov.

On August 1st we launched the Fetal Death Registration module for TxEVER. Therefore, we will have a **mobile help-desk** to assist on Fetal Death, Death registration, and TxEVER.

(Hit reply, select choice by inserting an X in the table and send!)

	Anderson County Courthouse Annex (Room 103 A-C) 703 N. Mallard St., Palestine, TX
--	--

	<p>Date: 2/20/2020 Time: 1:30-3:30p.m.</p>
	<p>Camp County Judge Office(District Court Room, 2nd floor) 126 Church St, Pittsburg, TX 75686 Date: 2/25/2020 Time: 1:30-3:30p.m.</p>
	<p>Ark-Texas Council of Governments (EOC Room) 4808 Elizabeth St, Texarkana, TX 75503 Date: 2/26/2020 Time: 1:30-3:30p.m.</p>
	<p>Nacogdoches County Expo Center (Large Breakout Room) 3805 NW Stallings Dr., Nacogdoches, TX Date: 2/27/2020 Time: 1:30-3:30p.m.</p>

Leslie Olmos
Field Services Representative
Department of State Health Services - Vital Statistics Section
Leslie.olmos1@dshs.texas.gov

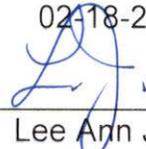


CONFIDENTIALITY NOTICE: This E-mail and any attachments are confidential. If you are not the intended recipient, you do not have permission to disclose, copy, distribute, or open any attachments.

PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE

APPROVED

02418-2020



Lee Ann Jones,
County Judge

NAME: TONI HUGHES

POSITION: JUDGE

DEPARTMENT: JUSTICE OF THE PEACE PCT 2 & 3

DATE: February 13, 2020

CONFERENCE: EVICCTIONS, TX EVER VITAL STATISTICS

LOCATION: TYLER, TX

DATES: MARCH 11, 2020 – MARCH 12, 2020

Does the conference meet your educational requirements for the year? NO

If not, how much of your requirements will be met already, not counting this conference?

How many days have you been away from your job this year for conferences, not counting this conference? 0

Do you have sufficient funds in your budget for this conference? YES

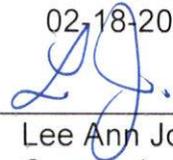
Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

EVICCTIONS, TX EVER VITAL STATISTICS

PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE

APPROVED

02-18-2020



Lee Ann Jones,
County Judge

NAME: MARIA HERNANDEZ

POSITION: CRIMINAL CLERK

DEPARTMENT: JUSTICE OF THE PEACE PCT 2 & 3

DATE: February 13, 2020

CONFERENCE: EVICCTIONS, TX EVER VITAL STATISTICS

LOCATION: TYLER, TX

DATES: MARCH 11, 2020 – MARCH 12, 2020

Does the conference meet your educational requirements for the year? NO

If not, how much of your requirements will be met already, not counting this conference?

0
How many days have you been away from your job this year for conferences, not counting this conference? 0

Do you have sufficient funds in your budget for this conference? YES

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

EVICCTIONS, TX EVER VITAL STATISTICS

PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE

APPROVED

02-18-2020



Lee Ann Jones,
County Judge

NAME: MARY SUE KIPER

POSITION: CIVIL CLERK

DEPARTMENT: JUSTICE OF THE PEACE PCT 2 & 3

DATE: February 13, 2020

CONFERENCE: EVICCTIONS, TX EVER VITAL STATISTICS

LOCATION: TYLER, TX

DATES: MARCH 11, 2020 – MARCH 12, 2020

Does the conference meet your educational requirements for the year? NO

If not, how much of your requirements will be met already, not counting this conference?

How many days have you been away from your job this year for conferences, not counting this conference? 0

Do you have sufficient funds in your budget for this conference? YES

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

EVICCTIONS, TX EVER VITAL STATISTICS

APPROVED

02-18-2020

Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Jared Bailey
POSITION: Patrol Deputy
DEPARTMENT: Panola Co. Sheriff's Office
DATE: January 31, 2020

CONFERENCE: Body Worn Cameras Course
LOCATION: online - OSS Academy
DATES: January 30, 2020 to January 30, 2020
NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 0

Does the conference 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 have you been away from your job this year for conferences, not counting this conference? _____

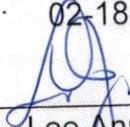
Do you have sufficient funds in your budget for this conference? yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Required training

APPROVED

02-18-2020


Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Chance Haynie
POSITION: Detention Officer
DEPARTMENT: Panola Co. Sheriff's Office
DATE: February 4, 2020

CONFERENCE: Basie County Correction
LOCATION: Kilgore, Texas
DATES: January 13, 2020 to February 4, 2020
NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 17

Does the conference 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 have you been away from your job this year for conferences, not counting this conference? _____

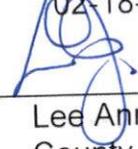
Do you have sufficient funds in your budget for this conference? yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Required for jailer license

APPROVED

02-18-2020



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Adam Jones

POSITION: Deputy

DEPARTMENT: Panola County Sheriff's Office

DATE: 1-30-20

CONFERENCE: AR-15 Armovers School

LOCATION: Tyler, TX

DATES: March 12 to March 13

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 2

Does the conference meet your educational requirements for the year? No

If not, how much of your requirements will be met by this conference? 16

How much of your requirements have been met already, not counting this conference?
6

How many days have you been away from your job this year for conferences, not counting this conference? 3

Do you have sufficient funds in your budget for this conference? yes / Free

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Relatable training

APPROVED

02-18-2020

Lee Ann Jones,
County Judge

PANOLA COUNTY OFFICIAL/EMPLOYEE REQUEST FOR ATTENDANCE AT A CONFERENCE

NAME: James McBrayer

POSITION: Detention Officer

DEPARTMENT: Panola Co. Sheriff's Office

DATE: February 4, 2020

CONFERENCE: Basic County Corrections

LOCATION: Kilgore, Texas

DATES: January 13, 2020 to February 4, 2020

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 17

Does the conference 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 have you been away from your job this year for conferences, not counting this conference? _____

Do you have sufficient funds in your budget for this conference? Yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Required for jailers license

APPROVED

02-18-2020


Lee Ann Jones,
County Judge

PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE

NAME: Jeremy Nagle
POSITION: Deputy Constable
DEPARTMENT: Constable 2 & 3
DATE: 2/10/20

CONFERENCE: Int. Use of Force
LOCATION: Kilgore Police Academy
DATES: 3-9-20 to 3-10-20

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 2

Does the conference meet your educational requirements for the year? No

If not, how much of your requirements will be met by this conference? 16

How much of your requirements have been met already, not counting this conference?

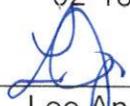
How many days have you been away from your job this year for conferences, not counting this conference?

Do you have sufficient funds in your budget for this conference? yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

APPROVED

02-18-2020



Lee Ann Jones,
County Judge

PANOLA COUNTY OFFICIAL/EMPLOYEE REQUEST FOR ATTENDANCE AT A CONFERENCE

NAME: Jeremy Nagle
POSITION: Deputy Constable
DEPARTMENT: Constable 2 & 3
DATE: 2/10/20

CONFERENCE: Edged Weapon Dynamics
LOCATION: Kilgore Police Academy Henderson PD
DATES: 3-12-20 to —

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 1

Does the conference meet your educational requirements for the year? No

If not, how much of your requirements will be met by this conference? 8

How much of your requirements have been met already, not counting this conference?

How many days have you been away from your job this year for conferences, not counting this conference? _____

Do you have sufficient funds in your budget for this conference? yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

APPROVED

02-18-2020



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME:

Tabitha Martinez

POSITION:

Assistant Jail Administrator

DEPARTMENT:

Panola County Detention

DATE:

1-30-2020

CONFERENCE:

2020 Texas Criminal Justice Information
System Reporting

LOCATION:

Denton, Texas

DATES:

8 March to 10th March 2020

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:

2

Does the conference meet your educational requirements for the year?

NO

If not, how much of your requirements will be met by this conference?

10 hrs

How much of your requirements have been met already, not counting this conference?

NONE

How many days have you been away from your job this year for conferences, not counting this conference?

NONE

Do you have sufficient funds in your budget for this conference?

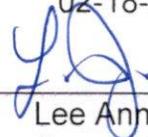
yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Requirement for State

APPROVED

02-18-2020



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Tina C McMullen
POSITION: Jail Administrator
DEPARTMENT: Panola County Detention
DATE: 1-30-2020

CONFERENCE: 2020 Texas Criminal Justice Information
System Reporting

LOCATION: Denton Texas

DATES: 8 March to 10 March 2020

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 2

Does the conference meet your educational requirements for the year? NO

If not, how much of your requirements will be met by this conference? 10 hrs

How much of your requirements have been met already, not counting this conference?

NONE

How many days have you been away from your job this year for conferences, not counting this conference? NONE

Do you have sufficient funds in your budget for this conference? yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Requirement for State

