

# PANOLA COUNTY SHERIFF'S OFFICE

Office: 903-693-0333  
Fax: 903-693-9366



314 W. Wellington  
Carthage, Texas 75633

## Sheriff Cutter Clinton

December 22, 2023

The Honorable Rodger McLane  
Panola County Judge  
110 S. Sycamore  
Carthage, Texas 75633

Dear Judge McLane,

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 Madison Sandobal from Detention Officer to Senior Detention Officer for the Panola County Sheriff's Office at a pay rate of \$20.06 per hour effective January 1, 2024.

Sincerely,

A handwritten signature in black ink that reads "Cutter Clinton". The signature is stylized with a large, sweeping initial "C".

Cutter Clinton  
Sheriff

CC/lw  
CC: Jennifer Stacy  
Joni Reed

**Honesty, Integrity, Service**


**PANOLA COUNTY**  
**2023**  
**BUDGET AMENDMENT #17**

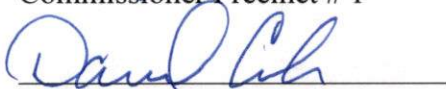
We hereby amend the Panola County Budget for the Fiscal Year 2023 as set forth above according to the procedures outlined under Local Government Code, Chapter 111, Subchapter A Sections 111.010 (c), (d). A copy of this Order is to be filed with the County Clerk and Attached to the Budget originally adopted for 2023.


Signed on this 2nd day of January, 2024.

  
County Judge

  
Commissioner Precinct # 1

  
Commissioner Precinct # 3

  
Commissioner Precinct # 2

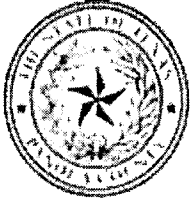
  
Commissioner Precinct # 4

Passed and approved by the Commissioners Court of Panola County on the 2nd day of January, 2024 as the same appears on file in the office of the County Clerk of Panola County.

  
County Clerk



January 2, 2024



Panola County, Texas

# Budget Adjustment Register

## Adjustment Detail

Packet: GLPKT19956 - #17 12-31-23

Adjustment Number	Budget Code	Description	Adjustment Date
BA0002014	2023 PANOLA COUNTY BU...	560-SHERIFF OFFICE LEADS ON LINE	12/21/2023

**Summary Description:**

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>100-560-54320</u>	CRIMINAL INVESTIGATION	560-SHERIFF OFFICE LEADS ON LINE	10,000.00	3,081.00	13,081.00
December:				3,081.00	
<u>100-560-55270</u>	FURNITURE & EQUIPMENT	560-SHERIFF OFFICE LEADS ON LINE	372,440.59	-3,081.00	369,359.59
December:				-3,081.00	



FISCAL YEAR 2024  
PANOLA COUNTY CRIMINAL DISTRICT ATTORNEY  
STATE LONGEVITY BUDGET

**Fund: 835 - STATE LONGEVITY PAY SUPPLEMENT**

**REVENUES**

835-330-51401

STATE LONGEVITY FUNDS

3,360

**Total Revenues** 3,360

**EXPENDITURES**

835-715-51020

APPOINTED OFFICIALS

3,360

**Total Expenditures** 3,360

I hereby approve the above describe budgets and ask the  
Commissioners Court to please record it at the next scheduled  
Commissioners Court meeting.

  
DANNY BUCK DAVIDSON

12/15/23  
DATE

Form #2201 Rev. 09/2017  
Submit to:  
**SECRETARY OF STATE**  
Government Filings  
Section P O Box 12887  
Austin, TX 78711-2887  
512-463-6334  
512-463-5569 - Fax  
Filing Fee: None



**STATEMENT OF OFFICER**

FILED FOR RECORD  
IN MY OFFICE  
AT 3:10 O'CLOCK P M

JAN 04 2024

BOBBIE DAVIS  
COUNTY CLERK, PANOLA COUNTY, TEXAS  
BY B. Daus DEPUTY

**Statement**

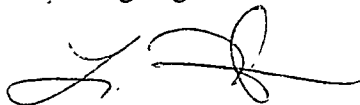
I, Logan Harris, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/Appointed: Deputy Constable

**Execution**

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date: 12.21.23

  
Signature of Officer

Form #2204 Rev 9/2017  
Submit to:  
SECRETARY OF STATE  
Government Filings Section  
P O Box 12887  
Austin, TX 78711-2887  
512-463-6334  
FAX 512-463-5569  
Filing Fee: None



OATH OF OFFICE

This space reserved for officer use  
IN MY OFFICE

AT 3:10 O'CLOCK P M

JAN 04 2024

BOBBIE DAVIS  
COUNTY CLERK, PANOLA COUNTY, TEXAS

BY B. DAVIS DEPUTY

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Leann Harris, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Panola County Constable's Office Pct. 2+3 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, so help me God.

Signature of Officer

Certification of Person Authorized to Administer Oath

State of Texas

County of Panola

Sworn to and subscribed before me on this 21<sup>st</sup> day of December, 2023.

(Affix Notary Seal,  
only if oath  
administered by a  
notary.)

Signature of Notary Public or  
Signature of Other Person Authorized to Administer An  
Oath

Printed or Typed Name



FILED FOR RECORD  
IN MY OFFICE

AT 3:10 O'CLOCK P M.

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

**PUBLIC OFFICIAL BOND 2024**

**KNOW ALL MEN BY THESE PRESENTS:**

BOBBIE DAVIS No. 999302029  
COUNTY CLERK, PANOLA COUNTY, TEXAS  
BY B. Davis DEPUTY

That we Logan Harris  
of 2310 Kaynell Dr, Henderson, TX 75654

(Insert Full Name [top line] and Address [bottom line] of Principal)

, as Principal and The Ohio Casualty Insurance Company, a corporation organized and existing under the laws of the State of New Hampshire, (hereinafter called the Surety, are held and firmly bound unto Sheriff of Panola County

314 W. Wellington, Carthage, TX 75633  
(Insert Full Name [top line] and Address [bottom line] of Obligee)

in the aggregate and non-cumulative penal sum of Two Thousand Dollars And Zero Cents  
(\$2,000.00) DOLLARS, for the payment of which, well and truly

to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

**WHEREAS**, the said Principal has been elected or appointed to (or holds by operation of law) the office of Reserve Deputy Constable Pct. 2&3 for a term beginning on December 21, 2023 and ending on December 21, 2024.

**Now, therefore, the condition of this Obligation is such** that if the said Principal shall well, truly and faithfully perform all official duties required by law of such official during the term aforesaid, then this obligation shall be void; otherwise it shall remain in full force and effect, subject to the following conditions:

First: That the Surety may, if it shall so elect, cancel this bond by giving thirty (30) days notice in writing to Sheriff of Panola County  
314 W. Wellington, Carthage, TX 75633 and

this bond shall be deemed canceled at the expiration of said thirty (30) days, the Surety remaining liable, however, subject to all the terms, conditions and provisions of this bond, for any act or acts covered by this bond which may have been committed by the Principal up to the date of such cancelation; and the Surety shall, upon surrender of this bond and its release from all liability hereunder, refund the premium paid, less a pro rate part thereof for the time this bond shall have been in force.

Second: That the Surety shall not be liable hereunder for the loss of any public moneys or funds occurring through or resulting from the failure of, or default in payment by, any banks or depositories in which any public moneys or funds have been deposited, or may be deposited, or placed to the credit, or under the control of the Principal, whether or not such banks or depositories were or may be selected or designed by the Principal or by other persons; or by reason of the allowance to, or acceptance by the Principal of any interest on said public moneys or funds, any law, decision, ordinance or statute to the contrary notwithstanding.

Third: That the Surety shall not be liable for any loss or losses, resulting from the failure of the Principal to collect any taxes, licenses, levies, assessments, etc., with the collection of which he may be chargeable by reason of his election or appointment as aforesaid.

SIGNED, SEALED and DATED December 29, 2023.

Logan Harris

The Ohio Casualty Insurance Company

By: Carrie Thomas  
Carrie Thomas Attorney-in-Fact



OATH OF OFFICE

STATE OF Texas  
County of Panola } SS

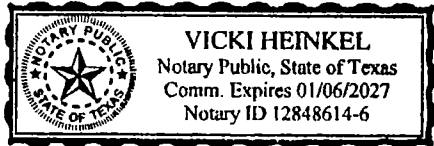
I, LOGAN HARRIS

do solemnly swear (or affirm) that I will support, protect and defend the Constitution of The United States and the Constitution of the State of TEXAS and that I will discharge the duties of my office of RESERVE DEPUTY

CONSTABLE PCT 2+3 with fidelity; that I have not paid or contributed, or promised to pay or contribute, either directly or indirectly, any money or other valuable thing to procure my nomination or election (or appointment), except for necessary and proper expenses expressly authorized by law; that I have not knowingly violated any election law of this State, or procured it to be done by others in my behalf; that I will not knowingly receive, directly or indirectly, any money or other valuable thing for the performance or non-performance of any act or duty pertaining to my office than the compensation allowed by law. So help me God.

[Signature]

Sworn to and subscribed before me this 29th day of December, 2023



Vicki Heinkel





Figure: 28 TAC § 1.601(a)(2)(B)

### **Have a complaint or need help?**

If you have a problem with a claim or your premium, call your insurance company or HMO first. If you can't work out the issue, the Texas Department of Insurance may be able to help.

Even if you file a complaint with the Texas Department of Insurance, you should also file a complaint or appeal through your insurance company or HMO. If you don't, you may lose your right to appeal.

The Ohio Casualty Insurance Company

To get information or file a complaint with your insurance company or HMO:

**Call:** Liberty Mutual Surety Claims **at** 206-473-6210

Online: [www.LibertyMutualSuretyClaims.com](http://www.LibertyMutualSuretyClaims.com)

Email: [HOSCL@libertymutual.com](mailto:HOSCL@libertymutual.com)

Mail: P.O. Box 34526 Seattle, WA 98124

### **The Texas Department of Insurance**

To get help with an insurance question or file a complaint with the state:

Call with a question: 1-800-252-3439

File a complaint: [www.tdi.texas.gov](http://www.tdi.texas.gov)

Email: [ConsumerProtection@tdi.texas.gov](mailto:ConsumerProtection@tdi.texas.gov)

Mail: MC 111-1A, P.O. Box 149091, Austin, TX 78714-9091

### **¿Tiene una queja o necesita ayuda?**

Si tiene, un problema con una reclamación o con su prima de seguro, llame primero a su compañía de seguros o HMO. Si no puede resolver el problema, es posible que el Departamento de Seguros de Texas (Texas Department of Insurance, por su nombre en inglés) pueda ayudar.

Aun si usted presenta una queja ante el Departamento de Seguros de Texas, también debe presentar una queja a través del proceso de quejas o de apelaciones de su compañía de seguros o HMO. Si no lo hace, podría perder su derecho para apelar.

The Ohio Casualty Insurance Company

Para obtener información o para presentar una queja ante su compañía de seguros o HMO:

Llame a: Liberty Mutual Surety Claims

al 206-473-6210

En línea: [www.LibertyMutualSuretyClaims.com](http://www.LibertyMutualSuretyClaims.com)

Correo electrónico: [HOSCL@libertymutual.com](mailto:HOSCL@libertymutual.com)

Dirección postal: P.O. Box 34526 Seattle, WA 98124

### **El Departamento de Seguros de Texas**

Para obtener ayuda con una pregunta relacionada con los seguros o para presentar una queja ante el estado:

Llame con sus preguntas al: 1-800-252-3439

Presente una queja en: [www.tdi.texas.gov](http://www.tdi.texas.gov)

Correo electrónico: [ConsumerProtection@tdi.texas.gov](mailto:ConsumerProtection@tdi.texas.gov)

Dirección postal: MC 111-1A, P.O. Box 149091, Austin, TX 78714-9091

Form #2201 Rev. 09/2017  
Submit to:  
SECRETARY OF STATE  
Government Filings  
Section P O Box 12887  
Austin, TX 78711-2887  
512-463-6334  
512-463-5569 - Fax  
Filing Fee: None



STATEMENT OF OFFICER

FILED FOR RECORD  
IN MY OFFICE  
AT 3:10 O'CLOCK P M

JAN 04 2024

BOBBIE DAVIS  
COUNTY CLERK, PANOLA COUNTY, TEXAS  
BY B. Davis DEPUTY

Statement

I, Cliff Todd, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/Appointed: Panola County Emergency Services District No. 1

Execution

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date: 12-20-2023

Cliff Todd  
Signature of Officer

Form #2204 Rev 9/2017

Submit to:  
SECRETARY OF STATE  
Government Filings Section  
P O Box 12887  
Austin, TX 78711-2887  
512-463-6334  
FAX 512-463-5569  
Filing Fee: None



OATH OF OFFICE

This space reserved for office use  
FILED FOR RECORD  
IN MY OFFICE

AT 3:10 O'CLOCK P M

JAN 04 2024

BOBBIE DAVIS  
COUNTY CLERK, PANOLA COUNTY, TEXAS  
BY B. Davis DEPUTY

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,  
I, Cliff Todd, do solemnly swear (or affirm), that I will faithfully  
execute the duties of the office of Panola County Emergency Services District No. 1 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, so help me God.

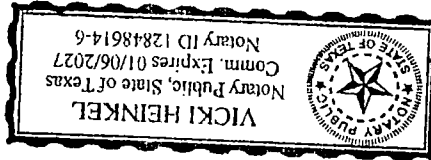
Cliff Todd  
Signature of Officer

Certification of Person Authorized to Administer Oath

State of Texas  
County of Panola

Sworn to and subscribed before me on this 20th day of December, 2023.

(Affix Notary Seal,  
only if oath  
administered by a  
notary.)



Vicki Heinkel

Signature of Notary Public or  
Signature of Other Person Authorized to Administer An  
Oath

Vicki Heinkel

Printed or Typed Name

# TEXAS COMMISSION ON JAIL STANDARDS

EXECUTIVE DIRECTOR  
Brandon S. Wood



P.O. Box 12985  
Austin, Texas 78711  
Voice: (512) 463-5505  
Fax: (512) 463-3185  
Agency Website: <http://www.tcjs.state.tx.us>  
E-mail Address: [info@tcjs.state.tx.us](mailto:info@tcjs.state.tx.us)

December 12, 2023

Sheriff Cutter Clinton  
Panola County Sheriff's Office  
314 W. Wellington  
Carthage, TX 75633

Dear Sheriff Clinton,

The most recent inspection of the Panola County Jail on December 8, 2023, by Texas Commission on Jail Standards Inspector Michael Gravitt has demonstrated that your facility is in compliance with Texas Minimum Jail Standards.

Enclosed you will find the Certificate of Compliance for the Panola County Jail.

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

Sincerely,

A handwritten signature in blue ink that reads "Brandon S. Wood".

Brandon S. Wood  
Executive Director

BW/SR

cc: Judge Rodger McLane, Panola County

**\*\*Note:** Please be advised that technical assistance was provided in some areas. The Requirements Review has been attached for your review to ensure that you are fully aware of the issues. Failure to address the technical assistance areas in a timely manner may result in the issuance of a notice of non-compliance.

Judge Bill Stoudt, Longview, Chair  
Dr. Esmail Porsa, M.D., Parker, Vice-Chair  
Ross Reyes, Melissa

Sheriff Kelly Rowe, Lubbock  
Sheriff Raul "Pinky" Gonzales, Refugio  
Patricia M. Anthony, Garland

Commissioner Ben Perry, Waco  
Duane Lock, Southlake  
Monica McBride, Alpine

"The Commission on Jail Standards welcomes all suggestions and will promptly respond to all complaints directed against the agency or any facilities under its purview".  
*To empower local government to provide safe, secure and suitable local jail facilities through proper rules and procedures while promoting innovative programs and ideas*



# Texas Commission on Jail Standards

Panola County Jail

Carthage, Texas

December 8, 2023

Date(s) of Inspection

SUBJECT: COMPREHENSIVE INSPECTION REPORT

State Law requires periodic inspections of county jail facilities (VTCA, Local Government Code, Chapter 351, VTCA, Government Code, Chapter 511; Chapter 297.8, Texas Commission on Jail Standards).

- The facility was inspected on the date(s) indicated above, and it was determined that deficiencies exist. You are urged: (1) to give these areas of noncompliance your serious and immediate consideration; and (2) to promptly initiate and complete appropriate corrective measures. The Commission is available to discuss or assist you with the appropriate corrective measures required.

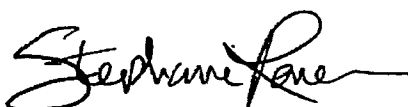

Failure to initiate and complete corrective measures following receipt of the Notice of Noncompliance may result in the issuance of a Remedial Order (Chapter 297.8, et seq.).

- This facility was inspected on the date(s) indicated above. There were no deficiencies noted and upon review of this report by the Executive Director of the Texas Commission on Jail Standards, a certificate of Compliance may be issued per the requirements of VTCA, Chapter 511 and Texas Minimum Jail Standards.

Authenticated:

Inter-Office Use Only

  
 Michael Gravitt, TCJS Inspector

	12/12/2023
Received by:	Date
	12/11/2023
Reviewed by:	Date

**RECEIVED**

By Stephanie Reneau at 11:29 am, Dec 12, 2023

cc: Judge  
Sheriff

Individuals and/or entities regulated by the Texas Commission on Jail Standards shall direct all complaints regarding the commission procedures and functions to the Executive Director at: P.O. Box 12985 Austin, Texas 78711 (512) 463-5505 Fax (512) 463-3185 or at our agency website at [www.tcjs.state.tx.us](http://www.tcjs.state.tx.us) .

**TEXAS COMMISSION ON JAIL STANDARDS - INSPECTION REQUIREMENTS REVIEW**

  
 Michael Gravitt, TCJS Inspector

Facility ▶ Panola County Jail

Date:

December 8, 2023

Chapter	Title	Comments
259	New Construction	Conducted a walk through of the facility
261	Existing Construction	Not applicable.
263	Life Safety	Inspected life safety equipment and conducted and observed emergency drill. Reviewed documentation. Conducted staff interviews.
265	Admission	Reviewed a random sample of 10 inmate files. Interviewed staff. Reviewed policy.
267	Release	Reviewed a random sample of 3 inmate files. Interviewed staff.
269	Records/Procedures	Reviewed policy and documentation. Interviewed staff and reviewed ADA compliance evaluation.
271	Classification	Reviewed a random selection of 10 files. Reviewed training records.
273	Health Services	Reviewed a random selection of 10 files. Interviewed staff and inmates. Reviewed training records. Reviewed policy.
275	Supervision	Reviewed a random selection of 24 jailers TCOLE certification records. Reviewed jailer documentation. Interviewed staff.
277	Personal Hygiene	Conducted a facility walk through. Reviewed facility schedule.
279	Sanitation	Conducted a facility walk through. Interviewed staff and inmates. Reviewed policy.
281	Food Service	Conducted walk through inspection in kitchen area. Interviewed staff. Reviewed documentation.
283.1	Discipline	Reviewed 15 disciplinary hearing records. Interviewed staff and inmates. Reviewed policy. Reviewed inmate
283.3	Grievance	Reviewed 18 inmate grievance/complaints. Reviewed policy. Interviewed staff and inmates.
285	Exercise	Walk through of exercise area conducted. Reviewed documentation. Interviewed staff and inmates. <b>Technical assistance provided - Recreation for the facility trusties is being documented as "Open Rec" and does not provide a date and time showing that recreation was provided for one hour at least three times per week. Administration was advised that recreation for facility trusties needs to be documented to show that recreation was provided for one hour at least three times per week. No follow-up required.</b>
287	Education/Library	Reviewed policy and schedule. Interviewed staff and inmates.
289	Work Assignments	Reviewed policy and schedule. Interviewed staff and inmates.
291.1	Telephone	Reviewed policy and schedule. Interviewed staff and inmates.
291.2	Correspondence	Reviewed policy and schedule. Interviewed staff and inmates.
291.3	Commissary	Reviewed policy and schedule. Interviewed staff and inmates.
291.4	Visitation	Reviewed policy and schedule. Interviewed staff and inmates.
291.5	Religious Practices	Reviewed policy and schedule. Interviewed staff and inmates.
xxx	Variances	Not applicable.
xxx	Remedial Orders	Not applicable.
xxx	Complaints	Not applicable.
xxx	CCQ	CCQ inquiries are being submitted through TLETS as required.

**RECEIVED**  
 By Stephanie Reneau at 11:29 am, Dec 12, 2023

Technical Assistance

Item	Section	Paragraph	Comments
1	285	.1	Documentation of physical exercise and physical recreation shall be maintained for Commission review. Each inmate shall be allowed one hour of supervised physical exercise or physical recreation at least three days per week.

Recreation for the facility trusties is being documented as "Open Rec" and does not provide a date and time showing that recreation was provided for one hour at least three times per week. Administration was advised that recreation for facility trusties needs to be documented to show that recreation was provided for one hour at least three times per week.



Michael Gravitt, TCJS Inspector

**RECEIVED**  
 By Stephanie Reneau at 11:29 am, Dec 12, 2023



APPROVED 01-02-2024  
Rodger G. McLane  
County Judge

Rodger G. McLane

**PANOLA COUNTY OFFICIAL / EMPLOYEE REQUEST FOR CONFERENCE**

\_\_\_\_\_ **ONLINE**

\_\_\_\_\_ **X** \_\_\_\_\_ **IN PERSON**

**NAME:** Billy Alexander

**POSITION:** County Commissioner

**DEPARTMENT:** Precinct # 1

**DATE:** January 2, 2024

**CONFERENCE:** 2024 Annual V.G. Young Institute School for County CC

**LOCATION:** Brazos County Expo Center

**DATES:** February 20, 2024 **TO** February 22, 2024

**NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:** 3

**Does this conference meet your educational requirements for the year?** Yes

**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.)**

Required by State in order to have educational  
requirements for the year.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED 01-02-2024

Rodger G. McLane  
County Judge

*Rodger G. McLane*

**PANOLA COUNTY OFFICIAL / EMPLOYEE REQUEST FOR CONFERENCE**

           **ONLINE**

      X       **IN PERSON**

**NAME:** David Cole

**POSITION:** County Commissioner

**DEPARTMENT:** Precinct #2

**DATE:** January 2, 2024

**CONFERENCE:** 2024 Annual V.G. Young Institute School for County CC

**LOCATION:** Brazos County Expo Center

**DATES:** February 20, 2024 **TO** February 22, 2024

**NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:**       3      

**Does this conference meet your educational requirements for the year?**       Yes      

**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.)**

Required by State in order to have educational  
requirements for the year.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



APPROVED 01-02-2024

Rodger G. McLane

County Judge

*Rodger G. McLane*

**PANOLA COUNTY OFFICIAL / EMPLOYEE REQUEST FOR CONFERENCE**

\_\_\_\_\_ **ONLINE**                        X   **IN PERSON**

**NAME:**              Dale LaGrone  

**POSITION:**          County Commissioner  

**DEPARTMENT:**      Precinct # 4  

**DATE:**              January 2, 2024  

**CONFERENCE:**      2024 Annual V.G. Young Institute School for County CC  

**LOCATION:**          Brazos County Expo Center  

**DATES:**             February 20, 2024   **TO**   February 22, 2024  

**NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:**      3  

**Does this conference meet your educational requirements for the year?**   Yes  

**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.)**

  Required by State in order to have educational    
  requirements for the year.    
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED 01-02-2024

Rodger G. McLane  
County Judge

*Rodger G. McLane*

**PANOLA COUNTY OFFICIAL / EMPLOYEE REQUEST FOR CONFERENCE**

\_\_\_\_\_ **ONLINE**

X

\_\_\_\_\_ **IN PERSON**

**NAME:** Jeff Martin

**POSITION:** License & Weight Officer

**DEPARTMENT:** FM & Lateral

**DATE:** December 28, 2023

**CONFERENCE:** 2024 Weight Enforcement Class

**LOCATION:** Austin, Texas

**DATES:** January 22, 2024 **TO** January 26, 2024

**NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:** 5

**Does this 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?** 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 class will certify the Weight Enforcement Officer through  
DPS  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_