



MAY 08 2023

**AGENDA PLACEMENT FORM**

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

**Approved**

Date: 04/28/2023

Meeting Date: 05/08/2023

Submitted By: [Redacted] Office Manager

Department/Office: STOP

Signature of Director/Official: [Signature]

**Agenda Title:**

Consideration for out of state travel.

**Public Description** (Description should be 2-4 sentences explaining to the Court and the public what action is recommended and why it is necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(May attach additional sheets if necessary)

Person to Present: [Redacted] STOP Commander

(Presenter must be present for the item unless the item is on the Consent Agenda)

Supporting Documentation: (check one) PUBLIC  CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

Estimated Length of Presentation: 5 minutes

Session Requested: Action (Action Item, Workshop, Consent, Executive)

**Check All Departments That Have Been Notified:**

County Attorney  IT  Purchasing  Auditor

Personnel  Public Works  Facilities Management

Other Department/Official (list) \_\_\_\_\_

**Please Inter-Office All Original Documents to County Judge’s Office Prior to Deadline & List All External Persons Who Need a Copy of Signed Documents In Your Submission Email**

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**From:** [REDACTED]  
**Sent:** Monday, May 1, 2023 8:50 AM  
**To:** [REDACTED]  
**Subject:** [REDACTED]  
**Attachments:** Agenda Placement Form.pdf  
**Categories:** Schools/Training

Good Morning

Attached is the Agenda Placement Form.

This two-day workshop will give supervisors the skills necessary to ensure that Qualified Employees are using the proper safety-related work practices required by the Code of Federal Regulation. After attending this class Investigator [REDACTED] will be able to train others in safety-related work practices and procedures for performing [REDACTED]  
[REDACTED]

This class is only offered out of state.

Airfare	\$0.00
Rental	
Car	\$0.00
Meals	\$123.00
Hotel	
Cost	\$561.50
School	\$500.00
	\$1,184.50

*Thank you,*