



Training / Seminar Approval Form

Department Name: Juvenile Services

Seminar Name: 51st Annual Chief's Leadership Conference

Purpose: Training/Conference

Place: Galveston, TX

Date: September 24 - 27, 2023

Who Will Be Attending:

Jeremy Burrell

No itinerary available

This Training/ Seminar is necessary for the following reasons:

- Required continuing education
- Job training
- Improve work performance
- Required certification

Attach Registration Form and Complete the following information:

Amount of registration \$ 225.00 Date registration is due August 31, 2023

- Return check to department head
- Request Treasurer to mail check with registration

If an advance is requested, attach a completed Johnson County Travel Form.

Department Head Signature: 

SEND FORM TO COUNTY JUDGE'S OFFICE

COMMISSIONERS COURT

RECEIVED BY COUNTY JUDGE'S OFFICE _____ DATE: JUL 24 2023

APPROVED BY COMMISSIONER'S COURT: _____ DATE: **Approved**

0100-5931-54980 AJ

Jail/Prison

Community Corrections

Leadership

Support Staff

Other

51st Annual Chief's Leadership Conference

WHO SHOULD ATTEND:

- Community Corrections
- This conference is designated for Community Corrections Chiefs/Directors across the State of Texas, their executive level team, and/or whom they deem appropriate for leadership exposure.

TRAINING HOURS: 13

CLICK TO REGISTER NOW

DATE/TIME:

Sep 24 - 27, 2023

PRICE:

\$225.00

HOTEL INFORMATION: *

The San Luis
5222 Seawall Boulevard
Galveston, TX 77550
800-392-5937

Hilton
5400 Seawall Blvd
Galveston, Texas 77551
409-744-5000

[link](#)

The meetings will be held at the Galveston Island Convention Center.
Receptions will be held at the San Luis Resort.

ROOM RATE - Prevailing state rate at the time of the conference.

For more information, contact:

Amanda Wood, Division Director
Correctional Management Institute of Texas
George J. Beto Criminal Justice Building
Sam Houston State University
Huntsville, TX 77341-2296
Fax: (936) 294-1671
Phone: (936) 294-1227
awood@shsu.edu

Cancellation Policy:

If paid, full refunds will be given to those who cancel in writing more than ten (10) working days prior to the training. A refund of 70% of the fees paid will be authorized when a written request for cancellation and refund of conference or program fees is submitted less than ten (10) working days prior to the scheduled start of the program. If unpaid, those who cancel in writing more than ten (10) working days prior to the training will have all fees waived. When a written request for cancellation is submitted less than ten (10) working days prior to the scheduled start of the program, the participant will be responsible for 30% of the conference rate at the time they registered. The Correctional Management

You are now Registered for this event!

Please print and keep this page for your records. Some characters (', ") may not properly display.

Registration ID: 22966
Date Registered: 2023-07-10 15:52:03
Event: 51st Annual Chief's Leadership Conference
Cost: \$225.00
Name: Burrell, Jeremy
Title: Executive Director
Agency: Johnson County Juvenile Services
County: Johnson
Address: 1102 E. Kilpatrick || Cleburne, TX 76031
Phone: 817-556-6880
Email: jburrell@johnsoncountytexas.org
TCOLE PID:

As an option you may pay online by credit card or electronic check. If you are paying for multiple registrations at a time be sure each person has been registered separately and include all names in the Participant Names field on checkout.

[PAY ONLINE](#)

Cancellation Policy:

If paid, full refunds will be given to those who cancel in writing more than ten (10) working days prior to the training. A refund of 70% of the fees paid will be authorized when a written request for cancellation and refund of conference or program fees is submitted less than ten (10) working days prior to the scheduled start of the program. If unpaid, those who cancel in writing more than ten (10) working days prior to the training will have all fees waived. When a written request for cancellation is submitted less than ten (10) working days prior to the scheduled start of the program, the participant will be responsible for 30% of the conference rate at the time they registered. The Correctional Management Institute of Texas reserves the right to retain or collect fees in full for those who fail to cancel in writing prior to the training or for those who fail to attend. Substitutions are permitted at anytime.

Payment Information: CMIT accepts cash and check payments as well as Visa and MasterCard. To make a credit card payment, please contact CMIT by phone or click the Pay Online link above (if provided).

Please make checks payable to Sam Houston State University - CMIT.

Mail checks to CMIT, George J. Beto Criminal Justice Center, Sam Houston State University, Huntsville, TX 77341-2296.

0100-5931-54980 AJ

**TRAVEL PROCEDURES
HOTEL RESERVATION REQUEST**

(EMAIL THIS FORM COMPLETED TO PURCHASING)

Note: When the Purchasing Department reserves the room; the payment will be processed and paid for on the credit card. The Purchasing department will need your hotel receipt as soon as you return. Do not request monies from the auditor's office on your regular travel form. Purchasing will forward this form to the auditor's office as backup.

DATE: 07/10/2023 **DEPARTMENT:** Juvenile Services

PERSON SENDING REQUEST: Ellen Peveto

Person(s) Name Attending: 1. Jeremy Burrell
2. _____
3. _____
4. _____

How many rooms: 1 (Please add any special requirements)

Hotel Name: The San Luis

Hotel Address: 5222 Seawall Boulevard **City:** Galveston **State:** TX **Zip:** 77550

Hotel Telephone #: 800-392-5937

Function Attending: 51st Annual Chiefs Leadership Conference

Date of Check in: 09/24/2023

Date of Check out: 09/27/2023