

# Travel Approval Form

**Department:** Sheriff's Office - Jail

**Event Name:** LEMIT Leadership Course, Module 1

**Location:** Texas A&M University, Bryan, Texas

**Event Dates:** January 8 - 26, 2024

**Purpose:**  Required Continuing Education/Certification  
 Job Training  
 Other: \_\_\_\_\_

**Name of Attendees:**

David Blankenship  
\_\_\_\_\_  
\_\_\_\_\_

**Court Decision:**  
This section to be completed by County Judge's Office

COMMISSIONERS COURT  
DEC 21 2023

**Approved**

**Required Documents Checklist:**

**\*\* Same-Day Travel - Commissioners Court Approval is not required \*\***

**Overnight Travel**

- Travel Approval Form
- Registration Information or Confirmation
- Itinerary, Agenda, or Breakdown
- Hotel Information, Confirmation, or Hotel Reservation Request Form

**For Out of State Travel, please also include:**

- Cost Estimation Breakdown for Trip with Airfare, Rental Car, Meals, Hotel, Etc.
- Narrative as to why the Out of State Travel is necessary

**Signature of Elected Official/Department Head:**

Adam Roney 12-13-23



# Howdy!

**Monday, December 4, 2023**

Howdy LEMIT Module I, Class #131 Participant -

It is a pleasure to welcome you to the Bill Blackwood Law Enforcement Management Institute, Module I, which will be held at Texas A&M University from Monday, January 8, 2024 – Friday, January 26, 2024.

With this letter, attached to the email, you will find general information which will be helpful to you in planning your attendance.

Please meet in the hotel lobby at 6:40 a.m. Monday, January 8, 2024 for transportation to Mays Business School. An orientation, including breakfast, will begin at 7:00 a.m. in the Wehner Building (Suite 255) with regular classes beginning immediately following.

Please do not plan to drive your own vehicle to campus each day because parking is not available for individuals. The shuttle will provide transportation to you daily to and from the school.

We are pleased that you will be a participant in this program and feel confident this will be a valuable learning experience for you.

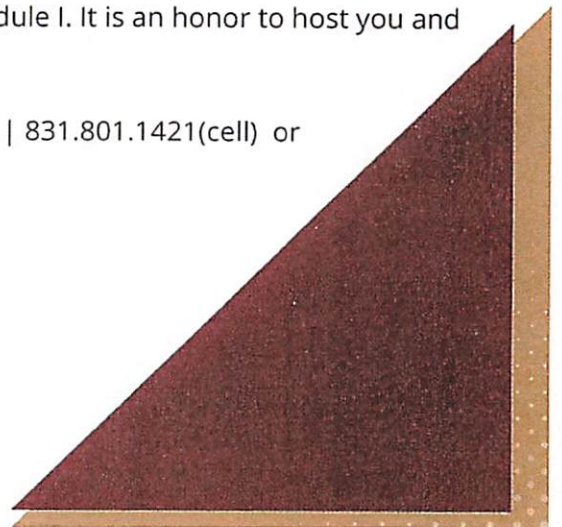
We look forward to meeting you and to your participation in Module I. It is an honor to host you and to provide educational training to enhance your career.

If you have any questions, please call me at 979.862.1353 (office) | 831.801.1421 (cell) or email me at [ebianchi@mays.tamu.edu](mailto:ebianchi@mays.tamu.edu).

**Thanks and Gig 'Em,**



**Program Coordinator – Client Engagement  
Mays Business School | Texas A&M University**



# Bill Blackwood Law Enforcement Management Institute – Module I Leadership Command College (LCC)

## General Information

The following information will be helpful in preparing for your attendance at the LEMIT Program.

### Housing

An important element of the seminar experience is the interaction among participants. To enhance this interpersonal communication, participants are asked to reside in the same hotel. A room has been reserved for you under your name at the Best Western Premier, 1920 Austins Colony Pkwy, Bryan, TX (979)731.5300. Check in time is anytime after 3:00 pm on Sunday, January 7, 2024.

### Dress

Business casual: polo-type shirts and dress pants or khakis are recommended for classroom sessions. Jeans are allowed on Fridays only.

### Program Sessions

The program will be conducted in the Center's facilities, 255, on the second floor in the Wehner Bldg. on the A&M Campus. Coffee and cold drinks and snacks are provided prior to program sessions and during breaks in the Center's lounge. Notebooks, paper, and pencils are also provided. Please bring your laptop computers and a USB drive to assist with assignments. They will not be allowed during class, but will be helpful with research and writing. Also, please bring business cards to share with other participants for networking purposes.

### Telephone Messages

Incoming messages for participants will be received in the Center for Executive Development (Phone: 979-862-7207) and delivered to participants during appropriate break times. You will be notified immediately of any emergency messages.

### Meals

Breakfast is provided by the hotel daily; weekday lunches will be provided on site daily; all evening dinners (Monday - Thursday) are scheduled ahead of time and paid for by LEMIT, meals over the weekends are processed through reimbursement; and a graduation dinner will also be provided. If you have special dietary needs, PLEASE LET EMMA KNOW by Monday, December 11, 2024.

### Program Fee

Books, instructional material, daily lunches, one (1) scheduled breakfast on Monday morning, (1) scheduled closing dinner, and all evening meals Monday - Thursday will be provided.

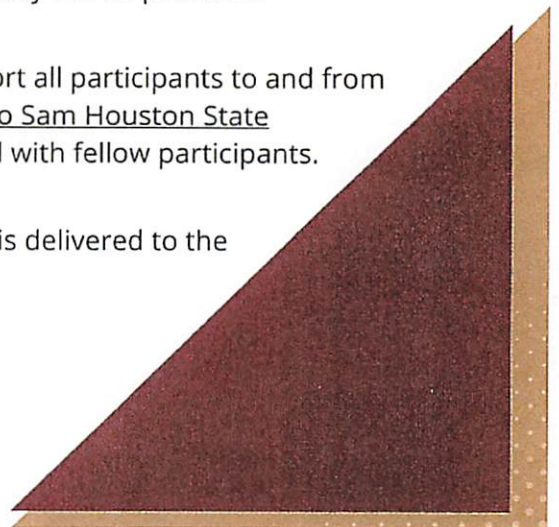
### Transportation

The Best Western Premier Hotel will provide a shuttle to transport all participants to and from TAMU campus daily. You will be responsible for transportation to Sam Houston State on Thursday, January 11. You are more than welcome to carpool with fellow participants.

### Mail

Personal mail may be sent to you at the following address (Mail is delivered to the Center once daily):

Texas A&M University  
Mays Business School - CED  
Attn: Emma Bianchi  
4114 TAMU  
College Station, TX 77843-4114



## Kristen Lesley

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**From:** Kristen Lesley  
**Sent:** Monday, December 11, 2023 11:21 AM  
**To:** Kristen Lesley  
**Subject:** FW: Welcome to the LEMIT - Leadership Command College - Module 1 - Class #131  
**Attachments:** LEMIT Welcome Letter.pdf

There is NO CHARGE for the course or the hotel stay.

Thank you!  
Kristen Lesley

**From:** David W. Blankenship <[dblankenship@johnsoncountytexas.org](mailto:dblankenship@johnsoncountytexas.org)>  
**Sent:** Monday, December 11, 2023 10:40 AM  
**To:** Kristen Lesley <[klesley@johnsoncountytexas.org](mailto:klesley@johnsoncountytexas.org)>  
**Subject:** FW: Welcome to the LEMIT - Leadership Command College - Module 1 - Class #131

*Chief Deputy David Blankenship  
Johnson County Sheriff's Office  
1800 Ridgemar, Cleburne TX 76031  
Office: 817.556.6024  
Fax: 817.556.6098*

**From:** David Blankenship <[dwbdaiddwb@yahoo.com](mailto:dwbdaiddwb@yahoo.com)>  
**Sent:** Thursday, December 7, 2023 9:17 AM  
**To:** David W. Blankenship <[dblankenship@johnsoncountytexas.org](mailto:dblankenship@johnsoncountytexas.org)>  
**Subject:** Fw: Welcome to the LEMIT - Leadership Command College - Module 1 - Class #131

CAUTION: This email originated from outside of the Johnson County email system.  
Use care when opening links or attachments. Report suspicious emails.

*David Blankenship*

----- Forwarded Message -----

**From:** Bianchi, Emma N <[ebianchi@mays.tamu.edu](mailto:ebianchi@mays.tamu.edu)>  
**To:** Bianchi, Emma N <[ebianchi@mays.tamu.edu](mailto:ebianchi@mays.tamu.edu)>  
**Sent:** Thursday, December 7, 2023 at 07:47:44 AM CST  
**Subject:** Welcome to the LEMIT - Leadership Command College - Module 1 - Class #131



Howdy LEMIT Module I - Class #131!!

My name is Emma Bianchi, and I am the Program Coordinator for the Center for Executive Development at Texas A&M University. It is my pleasure to welcome you to the Law Enforcement Management Institute of Texas (LEMIT) Leadership Command College, Module I Program coming up Monday, January 8, 2024 – Friday, January 26, 2024!

Please take a moment to read through the following notes regarding our time together:

#### **ACTION ITEMS -**

- If you have a dietary restriction or have any bus/classroom accommodations, please let me know by Monday, December 11, 2023.
- If you have changed departments, affiliations, or have had a title change since you applied – let me know by Monday, December 11, 2023, (so we can update our information).
- Please reply to me stating that you understand and have read over all the information in this email(including all attachments).

#### **Hotel Accommodations –**

- You will be staying at the Best Western Premier
  - Address: 1920 Austins Colony Pkwy, Bryan, TX
  - Phone: (979) 731.5300
- Your hotel reservation begins on Sunday, January 7, 2024. Check in begins at 3:00pm.
- We have already made hotel reservations for each of you.
- Please reach out to them if you need any additional hotel accommodations.

#### **Location and Directions -**

- The sessions will be held in the **Center for Executive Development - Mays Business School in the Wehner Building, Suite 255 in College Station, TX.**
- We will have a shuttle bus that will pick you up from the hotel each morning and bring you back at the end of the day. **The shuttle bus will be picking you up at 6:40am on Monday, January 8, 2024.**

#### **Attachment Contents –**

- Howdy Letter
- General Program Information

**Dress Code -**

- You will be in sessions inside and seated most of the day. Business casual is recommended.
  - a. Also, you may want to bring a light sweater or jacket if you run cold.

If needed, my cell phone number is 831.801.1421, reach out to me at any time, if you need anything.

If you have any additional questions, please let me know.

I look forward to meeting each of you next month!

With Care,

**Emma Bianchi-Corn** | Program Coordinator  
[Center for Executive Development](#)  
Mays Business School | Texas A&M University  
4114 TAMU | College Station, TX 77843-4114

ph: 979.862.1353 | [ebianchi@mays.tamu.edu](mailto:ebianchi@mays.tamu.edu)

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MAYS BUSINESS SCHOOL | ONE School • Vision • Spirit