

Travel Approval Form

Department: Sheriff's Office

Event Name: Basic Fingerprint Identification Course

Location: Humble, TX


Event Dates: Feb.4-9,2024

Purpose: Required Continuing Education/Certification
 Job Training
 Other: _____

Name of Attendees:

Regina Alcantar _____

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



January 8, 2024

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:



Johnson County Sheriff's Office
Training Request

Name: Regina Alcantar
Rank: Crime Scene Technician Date: 12/14/2023
Course Name: Basic Fingerprint Identification (40 hours)
Course Date: February 5-9 2024

Course Tuition: \$595 Hotel Cost: \$1370
Per Diem: \$243 Total Cost: _____

Is Course TCOLE Accredited? N
Will training be reported by Host? N

This Training / Seminar is necessary for the following reasons:
 Required continuing education Job training
 Improve work performance Required certification

Host Agency: TxFact - Humble FD
Host Address: 310 N Bender
Host City: Humble
Host State: Texas
Host Zip Code: 77338
Host Phone: 903-922-0057

Hotel: Country Inn & Suites
Hotel Address: 20611 Hwy 59 N
Hotel City: Humble
Hotel State: Texas
Hotel Zip Code: 77338
Hotel Phone: 281,446,4977

Hotel Check In Date: 02/04/2024
Hotel Check Out Date: 02/09/2024

Approvals

Training Coordinator: Dr. Anna Goodloe, PhD Budget Available: Y N
CC Agenda Submitted: Y N N/A

Supervisor [Signature] Approved _____
Sergeant: [Signature] Disapproved Initials _____ Date _____
Justification (Required): Required training for Crime Scene Position

Lieutenant: _____ Approved _____
_____ Disapproved Initials _____ Date _____

Comments: _____
Captain: [Signature] Approved _____
_____ Disapproved Initials DK Date 12-15-23

Chief: [Signature] Approved _____
_____ Disapproved Initials [Signature] Date 12-15-23
Comments: _____

Basic Fingerprint Identification

Part of our Friction Ridge Evidence Series

presented by

TxFACt



Hosted by: Humble Police Department

February 5 - 9, 2024

2024 Location: 310 N. Bender, Humble, TX 77338

Time: 8AM - 5PM

ABOUT THE COURSE

This course is for criminal justice personnel, officers and laboratory technicians who work P with fingerprints and is designed for beginners. No experience is necessary. The objective is to train the student in fingerprint pattern recognition and to compare and identify fingerprints. Instruction on the history of fingerprints, basic physiology of friction ridge formation, the taking of inked fingerprints, basic tools/ methodology used in fingerprint comparison and basic courtroom testimony dealing with enhanced punishment (pen packet testimony) is included.

Note: This course does not include work with latent prints.

PREREQUISITE: None.

YOU WILL LEARN

- Introduction to Fingerprints
- Fingerprint History
- Fingerprint Physiology
- Fingerprint Definitions
- Fingerprint Pattern Identification
- Fingerprint Pattern Interpretation
- Fingerprint Pattern Comparison
- Recording Inked Fingerprint Impressions
- Courtroom Testimony & Demeanor
- Introduction to AFIS

ABOUT THE INSTRUCTOR



Walter Henson retired as the Manager of the Fingerprint Processing Bureau after over 27 years with the Texas Department of Public Safety. His previous positions included; Automated Fingerprint Identification (A.F.I.S.) Project Assistant, LiveScan Coordinator for the State of Texas, and Forensic Scientist in the Latent Print Section at the DPS Crime Laboratory in Austin, Texas. Walter holds an instructor certification from the Texas Commission on Law Enforcement and has taught classes throughout the State on the Development and Comparison of Latent Prints. Walter has conducted advanced training classes at the Texas DPS Academy and made presentations for the Texas Division of the International Association for Identification and the Texas Rangers. Walter has traveled extensively across the state conducting training classes on AFIS and LiveScan. He has been accepted as an expert witness on fingerprint identification and comparison in State and Federal Court. Walter is the past-president of the Texas Division of the International Association for Identification and has chaired several committees for the TDIAl. He is also a member of the AFIS-Internet Organization. Water continues to teach and consult across Texas and other states.

WWW.TXFACT.COM

THIS COURSE IS APPROVED FOR 40 HOURS CREDIT BY THE TEXAS COMMISSION ON LAW ENFORCEMENT THROUGH THE HOST AGENCY.

REGISTRATION

Basic Fingerprint Identification

February 5 - 9, 2024

Humble, Texas

Fee \$595

**** \$695 after January 20th, 2024 ****
No Refund on Early Registration. (substitutions are allowed)

TO REGISTER FOR THIS CLASS, FOLLOW THE 3 EASY STEPS LISTED BELOW.

STEP 1 - Identify Payment Method: Check Credit Card Cash PO#: _____

STEP 2 - Fill out the student registration information (one student per form please):

Student Name: Regina Alcantar Texas PID#: 4914633

Agency: Johnson County S.O.

Agency Address: 1102 E Kilpatrick St. Cleburne TX 76031

Student Phone: 682-459-1579 Student Email: ralcantar@JohnsonCountyTX.org

Invoice Contact: Shauna Ballard

Invoice Phone: 817-556-6058 Invoice Email: Sballard@JohnsonCountyTX.org

STEP 3: Mail or Email this form to the address below:

EMAIL: register@txfact.com

MAIL: TxFACT, LLC

1020 East Lacy Street

Palestine, TX 75801

Make Checks Payable to:

TxFACT, LLC

No telephone registrations or payments are accepted.

PAYMENT

We gladly accept Visa, MasterCard, Discover, American Express, Department Purchase Orders, Checks and Cash. If paying by credit card, please check the above "Credit Card" box. We will email you an invoice with a secure link for payment. DO NOT INCLUDE CREDIT CARD NUMBER ON THE REGISTRATION FORM

REQUIRED EQUIPMENT & DRESS CODE

Each student will need to provide a fingerprint magnifier.
Standard handheld magnifying glasses are not suitable for this class.
Clothing appropriate for a law enforcement agency. No flip-flops, shorts, open-toed shoes or tank tops.

FOR INFORMATION: (903) 922-0057 OR RUDY@TXFACT.COM

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: 12-15-23 DEPARTMENT: Sheriff's Office

PERSON SENDING REQUEST: Shauna Ballard

Person(s) Name Attending: 1. Regina Alcantar
2. _____
3. _____
4. _____

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

Hotel Name: Country Inn & Suites

Hotel Address: 20611 Hwy 59 N. City: Humble State: TX Zip: 7338

Hotel Telephone #: 281-446-4977

Function Attending: Basic Fingerprint Identification Course

Date of Check in: 2-4-24

Date of Check out: 2-9-24