

Travel Approval Form

Department: Sheriff's Office

Event Name: Palm Print Recognition & Identification

Location: Humble, TX

Event Dates: March 31-April 3, 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: Palm Print Recognition & Identification
Course Date: April 1-3 2024

Course Tuition: \$395 Hotel Cost: \$382.17
Per Diem: \$189 Total Cost: _____

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

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

Host Agency: TxFact-Georgetown PD
Host Address: 3500 D.B. Wood Road
Host City: Georgetown
Host State: Texas
Host Zip Code: 78628
Host Phone: 903-922-0057

Hotel: Candlewood Suites
Hotel Address: 451 North IH-35
Hotel City: Georgetown, TX
Hotel State: Texas
Hotel Zip Code: 78628
Hotel Phone: 18772243539

Hotel Check In Date: 03/31/2024
Hotel Check Out Date: 04/03/2024

Approvals

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

Supervisor [Signature] Approved _____
Sergeant: _____ Disapproved Initials _____ Date _____

Justification (Required): Required training for Crime Scene Position

Lieutenant: _____ Approved _____
_____ Disapproved Initials _____ Date _____

Comments: _____

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

Comments: _____

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

Comments: _____

Palm Print Recognition & Identification

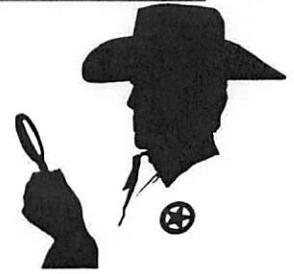
Part of our Friction Ridge Evidence Series

presented by

TxFACt

Hosted by: Georgetown Police Department

April 1 - 3, 2024



Location: 3500 D. B. Wood Road, Georgetown, TX

Time: 8 AM to 5 PM

ABOUT THE COURSE

This course is for criminal justice personnel, officers and laboratory technicians who work with friction ridge evidence. A basic knowledge of fingerprint recognition and identification is required. No previous experience working with palm prints is necessary. The objective is to train the student in the recognition and identification of the friction ridge detail present on the palms.

PREREQUISITE: The student must have completed a **Basic Fingerprint Identification (40 hrs.)** class prior to attending this program.

YOU WILL LEARN

The Palm Print Recognition and Identification Course is designed to give the student the ability to analyze partial latent palm impressions and make a determination of what region of which hand the impressions are from. With this information now available to the examiner, their latent searches and individualizations will be faster and with more confidence. This will be accomplished by teaching the students the major and minor ridge flows, ridge characteristics, and crease formations present in palm prints. We will also discuss palm print documentation and terms that will greatly assist the examiner in writing ACE-V reports and testifying in court on palm impression identifications. The students will start working with whole palm impressions and through practical exercises, work their way down to smaller fragmented impressions with confidence.

ABOUT THE INSTRUCTOR

Dan Reigstad retired in 2015 with over 22 years of service at the Longview Police Department. Dan's last posting was as the Senior Latent Print Examiner in the Crime Laboratory. Dan is a Certified Latent Print Examiner with the International Association for Identification (IAI) and a registered "Fellow" with the Fingerprint Society of the United Kingdom. He is the current Chairman of the Texas Division IAI Latent Print Certification Committee. He holds a Master Peace Officer Certificate and Advanced Instructor Certificate issued by the Texas Commission on Law Enforcement. He has testified as an expert witness throughout Texas in the field of fingerprint evidence hundreds of times. He now serves as the Assistant Director of the East Texas Police Academy at Kilgore College. Dan also continues to teach and consult.



WWW.TXFACT.COM

THIS COURSE IS APPROVED FOR 24 HOURS CREDIT BY THE TEXAS COMMISSION ON LAW ENFORCEMENT THROUGH THE HOST AGENCY.

REGISTRATION

Palm Print Recognition & Identification

April 1 - 3, 2024

Georgetown, TX

Fee \$395

**** \$495 after March 15th, 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 Alcantara Texas PID#: 494633

Agency: Johnson County S.O.

Agency Address: 1100 E Kilpatrick St, Cleburne TX 76031

Student Phone: (817) 556-6058 Student Email: ralcantara@johnsoncountytexas.org

Invoice Contact: Shauna Ballard

Invoice Phone: 817-556-6058 Invoice Email: sballard@johnsoncountytexas.org

STEP 3: Send this form to:

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 YOUR CREDIT CARD NUMBER ON THE REGISTRATION FORM

REQUIRED EQUIPMENT & DRESS CODE

Each student will need to provide a fingerprint magnifier (two are recommended) and ridge counters.

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: Candlewood Suites

Hotel Address: 451 North IH-35 City: Georgetown State: TX Zip: 73387

Hotel Telephone #: 877-226-3539

Function Attending: Palm Print Recognition & Identification Course

Date of Check in: 3-31-24

Date of Check out: 4-3-24