

Travel Approval Form

Department: Sheriff's Office

Event Name: TAPE-IT Conference

Location: Galveston, TX

Event Dates: Oct 28th - Nov 1st, 2024

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

Name of Attendees:

Stephanie Boozel _____

<p>Court Decision: <small>This section to be completed by County Judge's Office</small></p>

<p>July 22, 2024</p>

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: Stephanie Boozel
Rank: Property Tech Date: 7/1/2024
Course Name: TAPE-IT Conference
Course Date: 10/28/24-11/1/24

Course Tuition: \$350 Hotel Cost: _____
Per Diem: \$54 per day 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: TAPE IT
Host Address: PO Box 3
Host City: Peaster
Host State: Texas
Host Zip Code: 76485
Host Phone: (682)300-5688

Hotel: San Luis Resort
Hotel Address: 5222 Seawall Blvd
Hotel City: Galveston
Hotel State: Texas
Hotel Zip Code: 77551
Hotel Phone: 800-392-5937

Hotel Check In Date: 10/28/2024
Hotel Check Out Date: 11/1/2024

Approvals

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

Supervisor Kim Burris
Sergeant: _____

Approved
_____ Disapproved Initials _____ Date _____

Justification (Required): Required Training for Division

Lieutenant: _____ Approved _____
_____ Disapproved Initials _____ Date _____

Comments: _____

Captain: _____ Approved _____
_____ Disapproved Initials _____ Date _____

Comments: _____

Chief: [Signature] Approved _____
_____ Disapproved Initials [Signature] Date 7-5-24

Comments: _____

Vendor #
5347

Stephanie Boozel

From: TAPEIT Board <llroberts8195@gmail.com>
Sent: Tuesday, July 2, 2024 8:12 AM
To: Stephanie Boozel
Subject: Registration Confirmed - TAPEIT 2024 Annual Conference

You don't often get email from llroberts8195@gmail.com. [Learn why this is important](#)

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



Dear Stephanie,

Your registration has been confirmed. Please save this email for future reference.

Event: TAPEIT 2024 Annual Conference

Attending: Stephanie Boozel

Total Registrant : 1

Event start Time: 4:30 PM

Event start Date: October 28, 2024

Location (Galveston Island Convention Center 5600 Seawall Blvd

Address Galveston, Texas, 77551, USA

Confirmation Number: 6QN52PLP3JJ

Invoice

Registration Information

Stephanie Boozel
Basic |TAPEIT 2024 Annual Conference|

Sessions

October 28, 2024	
12:00 PM - 2:00 PM	Train the Trainer-all Certification Class instructors (lunch provided)
4:30 PM - 7:00 PM	Early Registration
October 29, 2024	
7:00 AM - 8:00 AM	Registration
8:00 AM - 9:00 AM	General Session - Welcome and Introductions
9:00 AM - 12:00 PM	Jennifer Shuett and Chief Cromie present.
12:00 PM - 1:00 PM	Lunch on Your Own
1:00 PM - 2:30 PM	Tim Miller Texas EquuSearch Mounted Search and Recovery Team
2:30 PM - 4:30 PM	Mark Yarbrough
4:30 PM - 5:00 PM	Awards Ceremony
6:00 PM - 8:00 PM	Social Night- Dinner Provided
8:00 PM - 11:00 PM	DJ and Dance
October 30, 2024	
8:00 AM - 10:00 AM	Supervising the Property Room (Terry Nichols)
10:00 AM - 12:00 PM	Processing, seizing, and firearm return-mental health (Michelle Horridge)
12:00 PM - 1:00 PM	Lunch Provided
1:00 PM - 3:00 PM	Laws 1 (Steve Yancey; Dan Zientek)
3:00 PM - 5:00 PM	Processing, seizing, and firearm return-mental health (Michelle Horridge)
7:00 PM - 10:00 PM	Bingo
October 31, 2024	
8:00 AM - 5:00 PM	Basic Certification
12:00 PM - 1:00 PM	Lunch
November 1, 2024	
9:00 AM - 10:00 AM	

**TAPEIT General Board Meeting/
Door Prizes**

10:00 AM - 12:00 PM

Guest Speaker TBD

12:00 PM - 1:00 PM

Conference Debriefing and Clean-up
(Board and Officers)

W9 Form

Modify Registrations

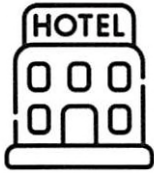
Sincerely,

TAPEIT Board

tapeitboard@gmail.com

If you no longer want to receive emails from TAPEIT Board, please [Opt-Out](#).





TRAVEL HOTEL RESERVATION REQUEST

(EMAIL TO PURCHASING at pur@johnsoncountytexas.org)

DATE: 07/12/2024

DEPARTMENT: Sheriff's Office

PERSON SENDING REQUEST: Tara Raby EXT: 3502

Person (s) Name Attending:

1. Stephanie Boozel
2.
3.
4.
5.
6.

*If LEOSE Funds are being used to pay for the room upon check out, please check LEOSE FUNDS below:

LEOSE FUNDS

Function Attending: TAPEIT 2024 Annual Conference

Hotel Name: San Luis Resort		
Hotel Address: 5222 Seawall Blvd		
City: Galveston	State: TX	Zip: 77551
Hotel Phone# 800-392-5937		
Special Requirements: none		
Conference Hotel Block Code:		
Conference/Training Website: https://www.tapeit.net/		
How many rooms needed: 1		
Date of Check In: 10/28/24		Date of Check Out: 11/1/24

NOTE: When the Purchasing Department reserves the hotel room, payment will be processed and paid for on the travel credit card. ALL Travel PO's MUST be in place prior to travel. The hotel receipt will need to be receipted on your PO upon return. If the traveler does not obtain a hotel receipt upon check out, it's the travelers responsibility to call the hotel and obtain a copy for receipting.