

# Travel Approval Form

**Department:** Precinct 3

**Event Name:** North & East Texas Judges &  
Commissioners Association Conference


**Location:** Waco Texas

**Event Dates:** July 21-24, 2025

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

**Name of Attendees:**

Mike White \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Court Decision:	
This section to be completed by County Judge's Office	
	3-24-2025

## 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:**





## Order Confirmation


**Texas Association of Counties**  
P.O. Box 2131 Austin, Texas 78768

**Order Number** 272493  
**Order Date** 3/13/2025  
**Bill To** Linda Ownbey  
**Payment Method** You will be billed for the balance due - Purchase Order Number .  
**Ship To** Linda Ownbey  
10420 East Farm Terrace St  
Alvarado, TX 76009


Item	Quantity	Price	Total
2025 North & East CJCA Conference - Mike White When: 7/21/2025 9:00 AM - 7/24/2025 12:00 PM Where: Waco Convention Center 100 Washington Ave. Waco, TX 76701 United States Registration Option: County Commissioner Registration 7/21/2025 9:00 AM	1	250.00	250.00
Item Total			250.00
TRANSACTION GRAND TOTAL			250.00




# North and East Texas County Judges and Commissioners Association

 July 21, 2025 - July 24, 2025    multi-day

 09:00 AM - 05:00 PM

 Waco Convention Center  
100 Washington Ave  
Waco, TX 76701

 Contact: Michele Ewerz or Jackie Boone at (800) 456-5974

[Contact Us](#)

Registration

## AGENDA

### Monday, July 21

9 a.m. - 5 p.m.: Registration and Information Desk Open



9 a.m.: Coffee Break



9:30 - 10:20 a.m.: Overview of Emergency Management



10:20 - 11:10 a.m.: Putting the Pieces Together



11:10 a.m. - 12:20 p.m.: Provided Lunch for Early Bird Session



12:20 - 1:10 p.m.: Budgeting for Disasters



1:10 - 2 p.m.: Documenting Your Disasters



2 - 5 p.m.: Ice Cream Social With Exhibitors



## 3 p.m.: Committee Meetings



Resolutions Committee Meeting, Nominations Committee Meeting, Site Selection Committee Meeting, and Scholarship Committee Meeting

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(https://twitter.com/TexasCounties)



(http://www.linkedin.com/compa

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**Linda Ownbey**

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**From:** Hilton Hotels & Resorts Confirmed <noreply@h6.hilton.com>  
**Sent:** Thursday, March 13, 2025 9:41 AM  
**To:** Purchasing  
**Subject:** Your Jul-21-2025 Confirmation #3235057078

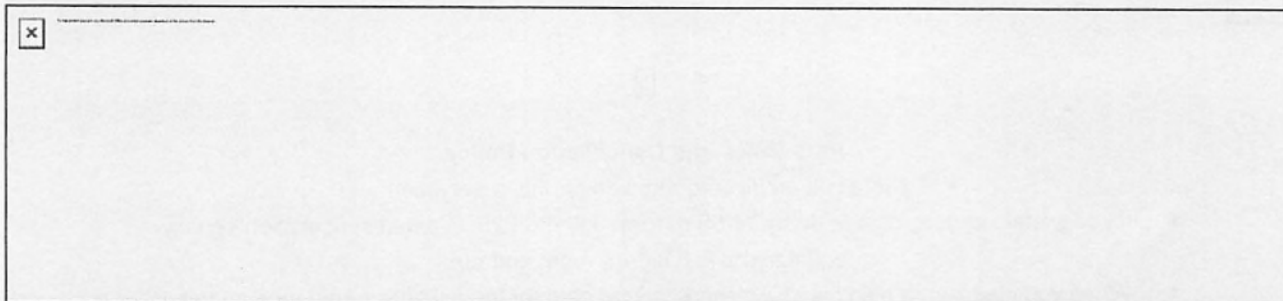
CAUTION: This email originated from outside of the Johnson County email system.  
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## See you soon, Mike White

Your reservation for Jul-21-2025 has been confirmed.

Confirmation #3235057078



### Hilton Waco

113 South University Parks Drive  
Waco TX 76701-2241 US

[Maps & Directions>>](#)

+12547548484

### Your Room Information

<b>Guest Name:</b>	Mike White
<b>Guests:</b>	1 Adult
<b>Rooms:</b>	1
<b>Room Plan:</b>	1 KING DELUXE ROOM W/ SOFA