

Travel Approval Form

Department: Sheriff's Office

Event Name: 37th Annual Crimes Against Children
Conference

Location: Dallas, TX

Event Dates: August 3-7, 2025

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

Name of Attendees:

Adam Richards _____

Travis Campbell _____

James McClanahan _____

Court Decision:

This section to be completed by County Judge's Office



6-09-25

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

*Each received a scholarship from
CAC for their registration fee.*

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: Travis Campbell

Rank: Detective

Date: 3-17-25

Course Name: Crimes Against Children Conference

Course Date: August 3rd- August 7th

Course Tuition: 804.95

Is Course TCOLE Accredited? ☒ Y ☐ N

Will training be reported by Host? ☒ Y ☒ N

*might be paid for
by CAC Grant*

This Training / Seminar is necessary for the following reasons:

☐ Required continuing education

☐ Job training

☐ Improve work performance

☐ Required certification

Host Agency: Dallas Children's Advocacy Center - \$170 a night

Host Address: 5351 Samuell Blvd

Host City: Dallas

Host State: Texas

Host Zip Code: 75228

Host Phone: (214) 818-2600

Have You Registered? ☒ Y ☐ N

**The hotel is where the
conference is being held. #1410*

Hotel: Sheraton Dallas

Hotel Address: 400 N Olive St

Hotel City: Dallas

Hotel State: Texas

Hotel Zip Code: 75201

Hotel Phone: _____

Hotel Check In Date: 8-3-25

Hotel Check Out Date: 8-7-25

Approvals

Training Coordinator: Dr. Anna Goodloe, PhD

Budget Available: ☒ Y ☐ N

CC Agenda Submitted: ☒ Y ☐ N ☐ N/A

Sergeant: *[Signature]*

☒ Approved

Disapproved Initials *[Signature]*

Date 4-17-25

Justification (Required):

Directly relates to their Investigative assignment
Benefits both JCSO and the citizens of Johnson County

Lieutenant: _____

☐ Approved

Disapproved Initials _____

Date _____

Comments: _____

— Captain: _____

☐ Approved

Disapproved Initials _____

Date _____

Comments: _____

— Chief: *[Signature]*

☒ Approved

Disapproved Initials *[Signature]*

Date 5-23-25

Comments: _____

Johnson County Sheriff's Office
Training Request

Name: James McClanahan
Rank: Detective Date: 3/13/2025
Course Name: Crimes Against Children Conference
Course Date: 8-3 thru-8-7, 2025

Course Tuition: \$804.85 Hotel Cost: 170.00 per day

Per Diem: _____ Total Cost: _____

Is Course TCOLE Accredited? ☒ N

Will training be reported by Host? ☒ N

*might be paid
for by CAC Grant*

This Training / Seminar is necessary for the following reasons:

_____ Required continuing education ☒ Job training
☒ Improve work performance _____ Required certification

Host Agency: Dallas Children's Advocacy Center
Host Address: 5351 Samuell Blvd
Host City: Dallas
Host State: Texas
Host Zip Code: 75228
Host Phone: 214 818-2600

Hotel: Dallas Sheraton
Hotel Address: 400 Olive St
Hotel City: Dallas
Hotel State: Texas
Hotel Zip Code: 75201
Hotel Phone: 214 922-8000

Hotel Check In Date: 8-3-2025

Hotel Check Out Date: 8-7-2025

Approvals

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

Sergeant: Jay Kiffin _____ Approved
_____ Disapproved Initials JK Date 4-17-25
Justification (Required): see T. Campbell's form

Lieutenant: _____ Approved
_____ Disapproved Initials _____ Date _____

Comments: _____

— Captain: _____ Approved
_____ Disapproved Initials _____ Date _____

Comments: _____

— Chief: _____ Approved
_____ Disapproved Initials _____ Date _____

Comments: _____

Johnson County Sheriff's Office
Training Request

Name: Adam Richards
Rank: Detective Date: 3-17-25
Course Name: Crimes Against Children Conference
Course Date: August 3rd- August 7th
Course Tuition: ~~\$895~~ Free-Scholarship-ICAC
Is Course TCOLE Accredited? Y N
Will training be reported by Host? Y Y

This Training / Seminar is necessary for the following reasons:

Yes Required continuing education Yes Job training
Yes Improve work performance Yes Required certification

Host Agency: Dallas Children's Advocacy Center - \$170 a night
Host Address: 5351 Samuell Blvd
Host City: Dallas
Host State: Texas
Host Zip Code: 75228
Host Phone: (214) 818-2600

Have You Registered? Y N

Hotel: Sheraton Dallas
Hotel Address: 400 N Olive St
Hotel City: Dallas
Hotel State: Texas
Hotel Zip Code: 75201
Hotel Phone: _____

Hotel Check In Date: 8-3-25

Hotel Check Out Date: 8-7-25

Approvals

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

Sergeant: Jay Kiffer Y Approved
Disapproved Initials J.K. Date 4-17-25
Justification (Required): See T. Campbell's form

Lieutenant: _____ Approved
Disapproved Initials _____ Date _____

Comments: _____

- Captain: _____ Approved
Disapproved Initials _____ Date _____

Comments: _____

- Chief: _____ Approved
Disapproved Initials _____ Date _____

Comments: _____

Bill Walsh's Legacy (<https://dcac.org/blog/bill-walshs-legacy/>)

Contact (<https://cacconference.org/contact/>)



**CRIMES AGAINST
CHILDREN
CONFERENCE** SM



**Dallas
Children's
Advocacy
Center** TM

Hotels
(<https://cacconference.org/>)

The host hotel for the Crimes Against Children Conference is
the **Sheraton Dallas Hotel**.



Sheraton Hotel | 400 Olive St. Dallas, TX 75201

August 3-7

Reservation Desk 877-504-1709

www.reservationdesk.com > dallas > sheraton-hotel

Attendees who have committed to attend the conference through registration will have access to the conference negotiated room block links. The conference is contractually responsible for all room inventory in these room blocks. We reserve the

The 37th Annual Crimes Against Children Conference will be held in Dallas, TX from August 3-7, 2025, focusing on training and networking for professionals involved in child protection.

Conference Details

- **Date:** August 3-7, 2025
- **Location:** Dallas, Texas
- **Organizer:** Dallas Children's Advocacy Center

Purpose and Audience

This conference is designed for professionals involved in the investigation, prosecution, and healing of crimes against children. It aims to provide practical and interactive training on critical issues faced in this field.

Attendees typically include law enforcement, child protective services, social workers, therapists, and medical professionals who work directly with child victims of crime. [↪ DCAC](#)

Registration

- **Registration:** Registration for the conference is now open. Participants are encouraged to register early to secure their spot and book accommodations. [↪ 1](#)

[↪ 1 Source](#)

Additional Information

The conference is recognized internationally and is the largest of its kind, attracting over 5,500 professionals from around the world. It offers numerous workshops and networking opportunities, making it a vital event for those dedicated to child safety and advocacy. [↪ DCAC](#)

For more information, including registration details and the agenda, you can visit the official conference website.

Tara Raby

From: Joe Perrin <Joeperrin@cacjctx.org>
Sent: Thursday, May 29, 2025 8:56 AM
To: Tara Raby
Cc: Mark Reinhardt; Adam Richards; James McClanahan
Subject: RE: Scholarship

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

Good morning,

The scholarship will cover the full \$895 registration fee. Each recipient is responsible for their own travel and meal expenses. We do have two more scholarships that will go to Mac and Richards.

I will get with each of them to get them registered.

Thanks and have a great day!

Joe Perrin
Program Director
Johnson County Children's Advocacy Center
817.558.1599



Our mission is to provide each child who has suffered abuse with justice, hope and healing

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From: Tara Raby <traby@johnsoncountytexas.org>
Sent: Wednesday, May 28, 2025 4:40 PM
To: Joe Perrin <Joeperrin@cacjctx.org>
Subject: FW: Scholarship

Good afternoon-

Can you tell me if this scholarship covers the cost to attend the conference only? If the county is responsible for hotel, I need to get this on Commissioner's Court agenda.

I also have 2 others that are needing to attend this conference James McClanahan and Adam Richards. If they are selected for the scholarship could you please let me know.

Thank you,

Tara Raby
Johnson County Sheriff's Office Manager
1102 E Kilpatrick Ste A
Cleburne TX 76031
817-556-6058 ext. 3503
traby@johnsoncountytexas.org



From: Travis Campbell <tcampbell@johnsoncountytexas.org>
Sent: Wednesday, May 28, 2025 4:25 PM
To: Tara Raby <traby@johnsoncountytexas.org>; Jay Kniffen <JayK@johnsoncountytexas.org>
Subject: FW: Scholarship

From: Joe Perrin <Joeperrin@cacjctx.org>
Sent: Wednesday, May 28, 2025 4:24 PM
To: Travis Campbell <tcampbell@johnsoncountytexas.org>
Subject: RE: Scholarship

CAUTION: This email originated from outside of the Johnson County email system.
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Travis,

Thank you for applying. You have been awarded the scholarship. I'll be reaching out to you within the next week or so to gather the necessary information for registration. I'll handle the registration process directly for everyone.

Have a great day

Joe Perrin
Program Director
Johnson County Children's Advocacy Center
817.558.1599



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From: Travis Campbell <tcampbell@johnsoncountytexas.org>
Sent: Thursday, May 22, 2025 2:43 PM
To: Joe Perrin <Joeperrin@cacjctx.org>
Subject: RE: Scholarship

Thank you sir, let me know if I need to do anything else!

From: Joe Perrin <Joeperrin@cacjctx.org>
Sent: Thursday, May 22, 2025 11:32 AM
To: MDT Contacts <mdtcontacts@cacjctx.org>
Subject: Scholarship

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

Good morning,

I'm excited to share that we have received a grant that will allow us to offer registration scholarships for ten team members to attend this year's Crimes Against Children Conference in Dallas, taking place from August 3rd to 7th.

Each scholarship will cover the full \$895 registration fee. Please note that recipients will be responsible for their own travel and meal expenses.

If you're interested in applying, please complete the attached application and return it to me by **5:00 PM on Tuesday, the 27th**. We're working with a tight deadline, as the Board Executive Committee will be reviewing and selecting recipients during their meeting on the 28th.

About the Conference

Internationally recognized, the Crimes Against Children Conference is the largest conference of its kind, providing practical and interactive instruction to those fighting crimes against children and helping children heal. There were more than 5,000 professionals from around the world in attendance in 2024!

The conference is presented annually by the Dallas Children's Advocacy Center. The conference is conducted to provide training to those employed by government or nonprofit agencies in the fields of law enforcement, child protective services, social work, children's advocacy, therapy, and medicine who work directly with child victims of crime.

Joe Perrin
Program Director
Johnson County Children's Advocacy Center
817.558.1599



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You're receiving this message because you're a member of the MDT Contacts group from Johnson County Children's Advocacy Center. To take part in this conversation, reply all to this message.

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TRAVEL HOTEL RESERVATION REQUEST

(EMAIL TO PURCHASING at pur@johnsoncountytexas.org)

DATE: 05/28/2025

DEPARTMENT: Sheriff's Office

PERSON SENDING REQUEST: Tara Raby EXT: 3503

Person (s) Name Attending:

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

☒ LEOSE FUNDS

1. Travis Campbell

2. Adam Richards

3. James McClanahan

4.

5.

6.

Function Attending: 37th Annual Crimes Against Children

Hotel Name: Sheraton Dallas Hotel

Hotel Address: 400 Olive St

City: Dallas

State: TX

Zip: 75201

Hotel Phone# 877-504-1709

Special Requirements:

Conference Hotel Block Code:

Conference/Training Website: <https://cacconference.org/>

How many rooms needed: 2

Date of Check In: 8/3/25

Date of Check Out: 8/7/25

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.