

# Travel Approval Form

**Department:** District Attorney

**Event Name:** Legislative Update and Annual Criminal & Civil Law Conference 2025

**Location:** Kalahari Resort - Round Rock, TX

**Event Dates:** September 22-25,2025

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

**Name of Attendees:**

Matthew Staton                      Michael Schneider

Stephanie Miller                      Connor Day

Amy Lee                                      \_\_\_\_\_

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



9-8-2025

**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:**

*Jessica Heath*

# Legislative Update

**September 22, 2025**  
**Kalahari Resort**  
**3001 Kalahari Blvd., Round Rock**  
**3.0 hours of MCLE & TCOLE credit**

**W**hat laws were passed during the 89th Regular Session? And what does that mean for how you investigate and prosecute crimes? Find out answers to these questions and many more at our Legislative Update training. Registration for this live course is now open at [www.tdcaa.com/training](http://www.tdcaa.com/training). Everyone who registers will receive a copy of our *Legislative Update* book; the course summarizes the book, which in turn summarizes our larger code books.

The training goes from 1:30 to 5:00 p.m. on Monday, September 22; it is the same week as our Annual Criminal & Civil Law Update. Annual Conference attendees are welcome to attend the Legislative Update, but it requires separate registration and payment from the Annual Conference.

Attendees will receive 3 hours of MCLE or TCOLE credit upon completion. We recommend registering online before the training. Subject to available seating, walk-in registrants will be accepted the day of the course.

#### **Payment options for Legislative Updates:**

- \$100** for paid TDCAA members who pre-register online
- \$150** for everyone else

**Registration for this course and other information is at [tdcaa.com](http://tdcaa.com).**

T D C A A

# Annual Criminal & Civil Law Conference

## September 23–25, 2025

### Round Rock

**12 hours of MCLE, including 2.5 hours of ethics  
12 hours of TCOLE (General Law #3150)**

#### **The host hotel: Kalahari Resort**

**3001 Kalahari Blvd., Round Rock, TX 78665**

Call 877/525-2427 for reservations and mention TDCAA to get the room rates of \$175 plus a \$10 resort fee (plus tax) for 1–4 people. This rate is good until August 28 or the block is sold out, whichever comes first. The hotel charges a \$30 fee for any cancellations.

**F**or a premium training experience, look no further than TDCAA's Annual Criminal & Civil Law Conference. No matter what role you fill in a prosecutor's office, we have something for you. This year's course includes presentations on writs, economic development, bond forfeitures, indecent assault, and much more. Have you been asking for more training on evidence gleaned from phones? There are six hours of it! This is *your* training delivered by *your* Association. Join us in Round Rock for three days of continuing legal education, networking, and celebration.

**Registration for this conference and other information is at [tdcaa.com](http://tdcaa.com).**

*This program is funded by a grant from the Texas Court of Criminal Appeals and by the Texas District and County Attorneys Association.*

RETURN SERVICE REQUESTED

Texas District & County Attorneys Association  
505 W. 12th St., Ste. 100  
Austin, TX 78701

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## Payment options, Reimbursement, & CLE/TCOLE Credit

### Payment options:

**\$500 Registration** (\$250 Registration fee + \$250 Association fee): For CAs, DAs, CDAs, C&DAs, and their office personnel. The TDCAA fee of \$250 is each participant's share of costs over and above what the grant allows (for example, excess costs of on-site meals and association overhead). In addition, this fee enables TDCAA to lock in discounted hotel rates for participants and entitles them to attend all association functions, including Tuesday's reception and lunch on Wednesday.

**\$250 "Training Only" Registration:** For CAs, DAs, CDAs, C&DAs, and their office personnel. This fee does not allow an attendee to participate in receptions or lunches but entitles the attendee admittance to all training sessions.

**\$750 Registration:** For everyone else.

**Reimbursement:** TDCAA will reimburse only eligible prosecutors and prosecutor office employees up to \$110 per night for Tuesday and Wednesday nights at a hotel. TDCAA will not reimburse for meals, travel, registration fees, hotel tax, parking, taxi costs, or other extraordinary expenses. All meals not provided by TDCAA and other expenses are your own. Associate members are not eligible for reimbursement.

**CLE and TCOLE credit:** Attendees will receive up to 12 hours of CLE and TCOLE credit, including 2.5 hours of ethics.

## Annual Criminal & Civil Law Conference Agenda (all events are at the Kalahari Resort)

### Monday, September 22

Noon–4:00 p.m. Early registration open for the Annual Criminal & Civil Law Conference

1:30–5:00 p.m. Legislative Update  
(3 hours of MCLE; requires separate registration and payment from the Annual)  
*Hector Valle, TDCAA Director of Governmental Relations*

### Tuesday, September 23

8:30 a.m. Registration opens

9:00 a.m. FREE Rural Prosecutors' Forum  
(2.0 hours MCLE; requires separate registration from the Annual)

*Moderated by Rebekah Whitworth, County Attorney, Mason County, & Staley Heatly, County Attorney in Wilbarger County*

11:00 a.m. FREE Juvenile Prosecutors' Forum  
(1.0 hour MCLE; requires separate registration from the Annual)

*Moderated by Colleen Davis, First Asst. County Attorney, Burnet County, & Maegan Williams, Asst. District Attorney, Harris County*

### General Session

1:15 p.m. Welcome & Course Introduction

1:30 p.m. Adventures in Prosecution  
*Jack Roady, Criminal District Attorney, Galveston County*

2:45 p.m. CCA & SCOTUS Update  
*Britt Houston Lindsey, Asst. Criminal District Attorney, Taylor County, & Emily Johnson-Liu, Asst. State Prosecuting Attorney, Austin*

4:00 p.m. Ethics of Leadership  
*Ryan Calvert, First Asst. Criminal District Attorney, McLennan County*

5:00 p.m. Adjourn

6:00 p.m. Opening Reception (provided by TDCAA)

# Wednesday, September 24

	Phones	Civil Law	Writs & Appeals	The Specifics	Investigators	KP & VAC
8:30 a.m.	<b>Caselaw &amp; Warrants</b> <i>Calli Bailey, Asst. Criminal District Attorney, Collin County</i>	<b>Economic Development: Legal Tools</b> <i>Michelle Turner, First Asst. County Attorney, Fort Bend County, &amp; Dwayne Simpson, Asst. County Attorney, Chambers County</i>	<b>Status &amp; Update: Pretrial Writs</b> <i>Lauren Scott, Asst. Criminal District Attorney, Bexar County</i>	<b>Contractor Criminality</b> <i>Emil Mikkelsen, Asst. Criminal District Attorney, Smith County</i>	<b>Animal Seizure</b> <i>Sarah Stallberg, Asst. County Attorney, Montgomery County</i>	<b>Safety Planning</b>
9:45 a.m.	<b>Extraction, Storage, &amp; Evaluation</b> <i>Chris Seufert, Asst. District Attorney, &amp; Jeff Chappell, DA Investigator, Montgomery County</i>	<b>Exerting County Control</b> <i>Carlos Madrid &amp; Jose Salayandia, Asst. County Attorneys, El Paso County</i>	<b>Status &amp; Update: Post-Conviction Writs</b> <i>Jessie Allen, Asst. Criminal District Attorney, Dallas County</i>	<b>Topic To Be Determined</b>	<b>Sexually Oriented Businesses</b> <i>Amy Mansvais, Asst. District Attorney, El Paso County</i>	<b>Mandatory Conditions of Supervision</b> <i>William Hix, Asst. Criminal District Attorney, McLennan County</i>
11:00 a.m.	<b>Extraction, Storage, &amp; Evaluation (cont'd)</b>	<b>Expunctions &amp; Nondisclosure</b> <i>Andrea Westerfeld, Asst. County &amp; District Attorney, Ellis County</i>	<b>Inner Appellate Attorney Voice</b> <i>Tori Ford Oblon &amp; Dale Smith, Asst. Criminal District Attorneys, Tarrant County</i>	<b>Elder Abuse</b> <i>Nathan Martin, Asst. Criminal District Attorney, Tarrant County</i>	<b>Protective Orders: The Investigator's Role</b> <i>Moderated by Kristin Burns, TDCAA Domestic Violence Resource Prosecutor, with panelists Mike Holley, CDA Investigator, Kaufman County; Lupita Rendon, CDA Investigator, Dallas County; &amp; Koylyn Glen, VAC, Montgomery County</i>	<b>Technology-Assisted Abuse</b> <i>Richard Mabe, CA Investigator, Williamson County</i>
<b>Lunch (provided by TDCAA)</b>						
Noon	Phones	Civil Law	Pretrial	The Specifics	Investigators	KP & VAC
1:30 p.m.	<b>Investigatory Paths</b> <i>Tommy Adams, Asst. Criminal District Attorney, Dallas County</i>	<b>§1983 &amp; Texas Tort Claims Act</b> <i>C. Scott Brumley, County Attorney, Patter County</i>	<b>Intake</b> <i>Paige Pattillo, First Asst. County Attorney, Nacogdoches County</i>	<b>DWI: Evidentiary Trends</b> <i>Jessica Frazier, Asst. Criminal District Attorney, Comal County</i>	<b>Healthcare Fraud</b> <i>Raymond Winter, Inspector General, &amp; Zack Wavrusa, Senior Counsel, Office of Inspector General</i>	<b>Bond Forfeiture</b> <i>Michelle Bork, Paralegal, Kaufman County, &amp; Deborah Bonner, Asst. County &amp; District Attorney, Ellis County</i>
2:45 p.m.	<b>Advocacy &amp; Use at Trial</b> <i>Sepi Zimmer &amp; Maroun Koutani, Asst. District Attorneys, Harris County</i>	<b>Onboarding New Elected Officials</b> <i>Mark Kratovil, Asst. Criminal District Attorney, Tarrant County</i>	<b>Grand Jury</b> <i>Matt Foye, Asst. District Attorney, Travis County</i>	<b>Indecent Assault</b> <i>Allenna Bangs, Asst. Criminal District Attorney, Tarrant County</i>	<b>AI: Identification &amp; Investigation</b> <i>Mark Swafford, Network Intrusion Forensic Analyst, U.S. Secret Service, Tulsa, OK</i>	<b>Protective Order Fundamentals</b> <i>Amy Bayona, Asst. Criminal District Attorney, Hidalgo County</i>
4:00 p.m.	<b>Advocacy &amp; Use at Trial (cont'd)</b>	<b>Legislative Effect: Civil Issues</b> <i>Thomas Wilson, Asst. Criminal District Attorney, Smith County</i>	<b>Defendants on Bond</b> <i>Jessica Escue, Asst. District Attorney, Brazos County</i>	<b>DV Trials Sans Victims</b> <i>Sunni Mitchell, Asst. District Attorney, Fort Bend County</i>	<b>Geofence Alternatives</b> <i>Gary McDonald, Asst. Criminal District Attorney, Dallas County, &amp; Rene Garcia, Senior Special Agent, U.S. Secret Service</i>	<b>Hot Checks</b>
5:00 p.m.	<b>Adjourn // Dinner is on your own</b>					

# Thursday, September 25

	<b>Trial Ethics</b>	<b>Civil Law (ethics)</b>	<b>Investigators</b>	<b>VAC Core Training</b>
9:00 a.m.	<b>Case Study: Shock Doc</b> <i>Brian Baker, First Asst. District Attorney, Brazos County, &amp; Kristin Burns, TDCAA Domestic Violence Resource Prosecutor, Austin</i>	<b>Political Pressure</b> <i>Moderated by Ariane Flores, Asst. County Attorney, Williamson County, with panelists C. Scott Brumley, Jenny Dorsey, &amp; Mike Hartman</i>	<b>Military Liaising</b> <i>Moderated by Ann Jackson, Asst. County Attorney, Bell County, with panelists Ruben Segovia, CDA Investigator, Bexar County; Joe Medrano, CA Investigator, Bell County; Lieutenant Colonel Scott L. Goble, Chief of Military Justice and Senior Prosecutor, III Armored Corps &amp; Fort Hood; &amp; Major Tara O. Goble, Officer in Charge, Fort Hood Field Office, Office of Special Trial Counsel</i>	<b>Advanced VAC Training</b> <i>Jalayne Robinson, LMSW, TDCAA Victim Services Director</i>
10:45 a.m.	<b>All in a Day's Work: Ethics Scenarios</b> <i>Erik Nielsen, Asst. District Attorney, Travis County</i>	<b>Ethics of Outside Counsel</b> <i>Katie Owens, Asst. Criminal District Attorney, Tarrant County</i>	<b>10:30 a.m. Adjourn</b>	<b>10:30 a.m. Adjourn</b>
12:15 p.m.	<b>Adjourn</b>			

## Location of Training & Hotel Information

**Location of training:** All training will be held at Kalahari Resort, 3001 Kalahari Blvd., in Round Rock, TX.

**Hotel information:** The host hotel is the Kalahari Resort in Round Rock. Rooms are \$175 plus a \$10 resort fee plus tax per night for 1–4 people, which includes waterpark wristbands; this rate is good until August 28 or the room block is full, whichever comes first. Call 877/525-2427 to make reservations, or use TDCAA’s private reservation page, available on our website. Parking is complimentary. Overflow rooms are available at the hotels below. To make reservations at most of them (all but the Residence Inn), please use the links on our website at [www.tdcaa.com/training/annual-criminal-civil-law-conference-2025](http://www.tdcaa.com/training/annual-criminal-civil-law-conference-2025). Also note that day passes to the Kalahari waterpark are not included with the following hotels:

**LaQuinta Inn & Suites** near Kalahari. The discounted rate is \$159 plus tax; this rate is available until August 22 or the block is full, whichever comes first. This hotel is 4 minutes from Kalahari and includes free breakfast, free internet, and free parking. Reservation cancellations must be made 24 hours in advance.

**Hampton Inn Round Rock.** The discounted rate is \$129 plus tax; this rate is available until September 1 or the block is full, whichever comes first. This hotel is 11 minutes from Kalahari and includes free breakfast, free internet, and free parking. Reservation cancellations must be made 48 hours in advance.

**Homewood Suites Round Rock.** The discounted rate is \$129 plus tax; this rate is available until September 1 or the block is full, whichever comes first. This hotel is 11 minutes from Kalahari and includes free breakfast, free internet, and free parking. Reservation cancellations must be made 48 hours in advance.

**Aloft Round Rock.** The discounted rate is \$109 plus tax; this rate is available until September 1 or the block is full, whichever comes first. This hotel is 11 minutes from Kalahari. Reservation cancellations must be made 48 hours in advance.

**Element Round Rock.** The discounted rate is \$149 plus tax; this rate is available until September 1 or the block is full, whichever comes first. This hotel is 12 minutes from Kalahari and includes free breakfast, free internet, and free parking. Reservation cancellations must be made 48 hours in advance.

**Candlewood Suites.** The discounted rate is \$89 plus tax; this rate is available until September 1 or the block is full, whichever comes first. This hotel is 15 minutes from Kalahari and includes free grab-and-go breakfast, free internet, and free parking. Reservation cancellations must be made 24 hours in advance.

**Residence Inn Round Rock.** The discounted rate is \$149 plus tax; this rate is available until September 1 or the block is full, whichever comes first. Call 512/733-2400 to make reservations, and ask for the TDCAA rate. This hotel is 16 minutes from Kalahari and includes free breakfast, free internet, and free parking. Reservation cancellations must be made 24 hours in advance.

**Kallie Tribble**

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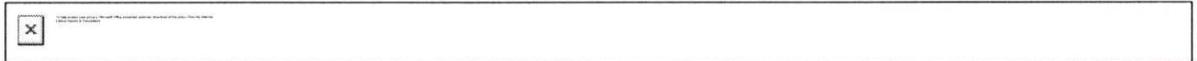
**From:** Connor Day <connorday@att.net>  
**Sent:** Friday, August 22, 2025 11:37 AM  
**To:** Kallie Tribble  
**Subject:** Fwd: Kalahari Confirmation Information

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

Sent from my iPhone

Begin forwarded message:

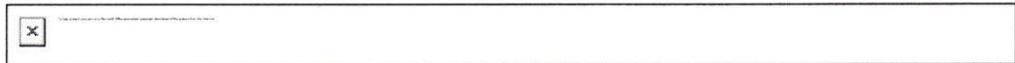
**From:** "Kalahari Resorts in Round Rock, TX" <welcome@stay.kalahariresorts.com>  
**Date:** August 4, 2025 at 3:03:31 PM CDT  
**To:** CONNORDAY@att.net  
**Subject:** Kalahari Confirmation Information  
**Reply-To:** ressupervisor@kalahariresorts.com



# ADVENTURE AWAITS!

Your stay at Kalahari Resorts & Conventions in Round Rock, TX is officially on the books!

Confirmation Number: **CI5IP11P**



Hi Connor,

The countdown is on! We can't wait to welcome you to Kalahari Resorts & Conventions - Round Rock, TX. Here's everything you need to know about your upcoming reservation.

**Monday, September 22nd**

Check-in is at 4:00pm.



**Thursday, September 25th**

Check-out is at 11:00am.

Number of Guests: **1 Adults & 0 Children**

Room Style: **Double Queen Sofa**

Total Amount\*: **\$1293.68**

Room Deposit: **\$396.73**

Cancellation Policy: **1 Day**

Cancellation Policy Message: **Cancel with refund of deposit up to 1 day prior to arrival.**

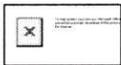
**Cancellation day of arrival results in retained deposit.**

\*The 'Total Amount' includes your room fees only. Any add-ons and/or select food and beverage items included during the booking process are not included in this amount. To view/manage your full room and add-on charges, please [click here](#).

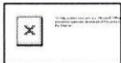
**VIEW OR UPDATE RESERVATION**



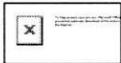
## ALL SET? LET'S MAKE SURE!



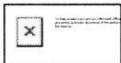
Heads up – adding extra guests after your reservation is confirmed may come with an additional daily fee.



Don't forget – you'll need to bring the credit or debit card you used to book when you check in.



Leave the cash at home—Kalahari runs on easy mode! We're a 100% cashless resort, so you can pay with debit/credit cards, mobile wallets (like Apple Pay or Google Pay), or just tap your RFID wristband to charge it to your room. Fast, secure, and hassle-free—just the way we like it!



To make payments easy, each guest receives a \$200 pre-authorized room charging wristband at check-in for resort-wide tap-to-pay convenience—any unused funds are refunded within 10 business days.

**GET READY FOR YOUR STAY**



ROOMS ABOUT ▼ MY BOOKINGS ENGLISH - US SIGN IN



✓ **Success! Your reservation is booked.**  
 Check amylee504@yahoo.com to view your confirmation email.

**Thanks, Amy! Your itinerary number is 26690B21620087**

**Room 1 Confirmation #: CI5ISHJG** Confirmed

Thank you for choosing Kalahari Resorts & Conventions.

Share Add to calendar

### Reservation Details

**Kalahari Resorts & Conventions Round Rock TX**  
 3001 Kalahari Blvd  
 Round Rock, Texas 78665  
 Book Online and Save  
 ressupervisor@kalahariresorts.com  
[www.kalahariresorts.com](http://www.kalahariresorts.com)

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<b>2 Queen Beds: Double Queen Sofa</b>	<b>\$984.97</b>
Best Available Rate 3 Nights stay ▼	
Mon, Sep 22, 2025 - Thu, Sep 25, 2025 • 3 Nights stay	
1 Adult	
Edit • Cancel	

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**Guest details**  
 Amy Lee  
 amylee504@yahoo.com  
 8179096059

**Payment details**



Card ending in 5741

Edit

Confirmation number: CI5ISHJG

### Policies

<b>Check-in</b>	<b>Check-out</b>
after 4:00 pm	before 11:00 am

#### ROOM 12 QUEEN BEDS, DOUBLE QUEEN SOFA

##### Guarantee Policy

A deposit equal to the first night's lodging plus applicable taxes and resort fee is charged at the time of reservation.

Valid identification of the registered guest and the physical credit card used for the deposit are required at check in.

Installment payment providers like Affirm or Klarna are not accepted.

##### Cancellation Policy

Cancel with refund of deposit up to 1-day prior to arrival. Cancellation day of arrival results in retained deposit.

### Price Details

<b>2 Queen Beds, Double Queen Sofa</b>	<b>\$984.97</b>
Best Available Rate	
<u>3 Nights stay</u>	
Sep 22, 2025	\$294.99
Sep 23, 2025	\$344.99
Sep 24, 2025	\$344.99
<u>Taxes and fees</u>	<b>\$302.97</b>

Mon, Sep 22, 2025 - Thu, Sep 25, 2025

1 Adult

**Confirm # CI5ISHJG**

**Total**

**\$1,287.94**

Including taxes and fees

**Waterparks included with your stay!**

- Stay Connected with Complimentary WiFi
- Take the Guilt out of Vacation with access to Kalahari Fitness & Training



Reservations: 877-525-2427



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## ADVENTURE AWAITS!

Your stay at Kalahari Resorts & Conventions in Round Rock, TX is officially on the books!

Confirmation Number: **CI5IJM0P**

Hi Stephanie,

The countdown is on! We can't wait to welcome you to Kalahari Resorts & Conventions - Round Rock, TX. Here's everything you need to know about your upcoming reservation.

**Sunday, September  
21st**

Check-in is at 4:00pm.



**Thursday, September  
25th**

Check-out is at 11:00am.

Number of Guests: **1 Adults & 0 Children**

Room Style: **Double Queen Sofa**

Total Amount\*: **\$1667.41**

Room Deposit: **\$367.98**

Cancellation Policy: **1 Day**

Cancellation Policy Message: **Cancel with refund of deposit up to 1 day prior to arrival. Cancellation day of arrival results in retained deposit.**

## Kallie Tribble

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**From:** Kristin Slauson  
**Sent:** Thursday, August 21, 2025 1:19 PM  
**To:** Kallie Tribble  
**Subject:** RE: Kalahari Room Confirmation

Yes, I spoke with Kelsey and she confirmed that they would reimburse for the room rate not under the room block. It should be good for you to go ahead and put this on the agenda for CC.

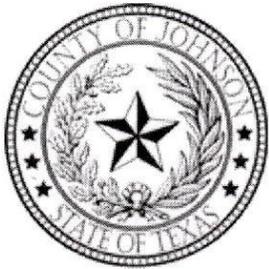
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**From:** Kallie Tribble <ktribble@johnsoncountytexas.org>  
**Sent:** Thursday, August 21, 2025 10:30 AM  
**To:** Kristin Slauson <kslauson@johnsoncountytexas.org>  
**Subject:** RE: Kalahari Room Confirmation

Kristin,

The three other people made their own reservations, and the Auditors office said if there were no more available blocked rooms they will reimburse.  
I am waiting on one more person's confirmation, and then I am going to start working on Travel Approval.

Thank you,



**Kallie Tribble**  
Legal Secretary  
Johnson County District Attorney  
204 S. Buffalo Ave., Suite 209  
Cleburne, TX 76033  
Phone: 817-556-6800 Ext: 1104  
Fax: 817-556-6816

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**From:** Kristin Slauson <kslauson@johnsoncountytexas.org>  
**Sent:** Thursday, August 21, 2025 10:17 AM  
**To:** Kallie Tribble <ktribble@johnsoncountytexas.org>  
**Subject:** RE: Kalahari Room Confirmation

Matthew Staton – Confirmation # LJ2067CB  
Michael Schneider – Confirmation # KBT1693A

*Kalahari Resort  
hotel confirmation  
9/22/2025 - 9/25/2025*