

TRAVEL APPROVAL FORM

Department: Road and Bridge-Precinct 1

Event Name: Tobacco Settlement Administration
Advisory Committee Meeting

Location: Austin, TX

Event Dates: 10.30.25

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

Name of Attendees:

Rick Bailey _____

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



10-27-2025

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:

Rick Bailey

Keli Pack

From: Sutton,Amira (DSHS) <Amira.Suton@dshs.texas.gov>
Sent: Monday, October 6, 2025 11:21 AM
To: Joe A. Gonzalez; Jonny F. Hipp; Kasey Posey Administrative Assistant to Kelly Traylor; Keli Pack; Kelly Traylor; Keri Disney-Story; Rick Bailey; Lisa Russell Senior Executive Asst. to Russell Tippin; Maggie Garcia Exsecutive Assistant to Larry Gray; Mark Beauchamp; Maegen A. Garner; Melissa Quintanilla Executive Assistant for Jonny F. Hipp; Rick Bailey; Ruben Vogt; Russell Tippin; Sandra Santos Assistant to Commissioner Joe A. Gonzalez; Stephanie McDonald
Cc: Garza,Jodi (DSHS); Birdwell,Gretchen (DSHS); Santamaria, Daniel (Office of County Administration); Khan,Farhan (HHSC/DSHS); DSHS Tobacco; Sutton,Amira (DSHS)
Subject: RE: The 2025 Tobacco Settlement Permanent Trust Administration Advisory Committee Annual Meeting _ 10.30.2025 at 3:00 p.m.
Attachments: 04b_DSHS_campus_map.pdf

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

Good morning, Dear Tobacco Administration Advisory Committee (AAC) members.

The **Tobacco Settlement Permanent Trust Account (TSPTA) Administration Advisory Committee (AAC) meeting** will be held on: **Thursday, October 30 at 3:00 p.m.**

Virtual Meeting: To access Microsoft **Teams** virtual meeting, [Join the meeting](#) on the day and time of the meeting. Microsoft Teams desktop and mobile software for download is found on the [Download Microsoft Teams](#).

Teleconference Access: 512-580-4366, Enter Conference ID: **706439822#**

If attending in person: The meeting will be held at the headquarters of the Texas Department of State Health Services located at *1100 West 49th Street, Austin, TX 78756*. You will use the main entrance to the building, which faces West 49th Street, and stop at the security desk. Please bring your driver license or other form of photo ID to present to security staff. The meeting will be held at the *Robert Bernstein building, Room K-100*. There is very limited visitor parking directly in front of the building, please refer to the bottom left side of the attached DSHS map by locating the label 4. Visitor Parking. Additional parking is available on the top floor of the parking garage located next to the building.

AAC Committee Members: According to statute, the committee may act only on the affirmative votes of eight members. **Your participation is vital.** You are strongly encouraged to participate to ensure that we have a quorum.

Please feel free to contact me via email at Amira.Suton@dshs.texas.gov or DSHSTobacco@dshs.texas.gov, if you have any questions. In case you have difficulties accessing the meeting please call me at (512) 364-4028. Many thanks!

An electronic meeting packet is impending.

Kind Regards,
Amira

Amira Sutton, BA HCM
Tobacco Settlement Distribution Program Coordinator
[Tobacco Settlement Distribution Program | Texas DSHS](#)
FCMB/Office of the Chief Financial Officer
Texas Department of State Health Services
PO Box 149347 MC 7923
Austin, TX 78714-9347
DSHSTobacco@dshs.texas.gov

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Keli Pack

From: Rick Bailey
Sent: Monday, October 6, 2025 12:19 PM
To: Keli Pack
Subject: Fw: Your reservation at Holiday Inn Austin Midtown is confirmed. #89069974 - 29 Oct 2025

Rick Bailey

From: Holiday Inn Hotels & Resorts <HolidayInn@tx.ihg.com>
Sent: Monday, October 6, 2025 12:02 PM
To: Rick Bailey <rickb@johnsoncountytexas.org>
Subject: Your reservation at Holiday Inn Austin Midtown is confirmed. #89069974 - 29 Oct 2025

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[Web Version](#)



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SIGN UP >

Rick, your reservation is confirmed!

Confirmation #89069974



Holiday Inn Austin Midtown

Address: **6000 Middle Fiskville Road,
Austin, TX 78752 United States**

Front Desk: **15124515757**

Email: **frontdesk@hiausmid.com**

Dates 29 Oct 2025 - 30 Oct 2025
Check in 3:00 pm / Check out 12:00 pm

Reservation 1 Room, 1 Adult
Rick Bailey, Primary

Room details 1 King Standard Balcony

Rate Best Flexible With Breakfast

Summary of charges

1 night stay	154.00 USD
Taxes	29.91 USD
*Total charges	183.91 USD

[Modify or cancel reservation](#)

Cancellation Policy: Canceling your reservation before 6:00 PM (local hotel time) on Tuesday, 28 October, 2025 will result in no charge. Canceling your reservation after 6:00 PM (local hotel time) on 28 October, 2025, or failing to show, will result in a charge of 1 night per room to your credit card or other guaranteed payment method. Taxes may apply. Failing to call or show before check-out time after the first night of a reservation will result in cancellation of the remainder of your reservation.



Estimated points to be earned

1,540

Not a member? [Sign Up](#)

Complete your trip



Manage stay preferences

Room on higher floor, extra pillows...

[Set preferences](#)



Pet policy

Guided dogs and service animals are pets that our hotel allows, the state defines a service animal as a dog or miniature horse. There is an area outside the hotel set aside for walking the dogs. Unauthorized pets will result in a cleaning fee.



Tours & Activities

Book a tour, restaurant and more

[View activities](#)



Restaurants

Find places to eat during your stay

[View hotel dining](#)

[View nearby restaurants](#)



Transportation

Book an airport shuttle or private transportation

[View services](#)



Car rental

Rent a car for your trip

[Reserve a car](#)

Need help?

[Visit Customer Care](#)



Rate your Service

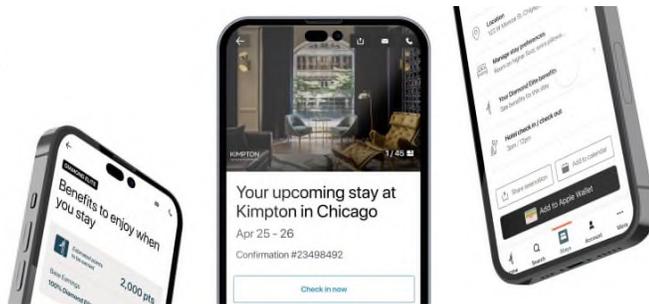
Thank you for calling our Reservations department. Please provide feedback for your phone representative.

[Give Your Feedback](#)

Check in wherever you are

Start your check-in online for your upcoming stay, and your room keys will be available for expedited pickup at the front desk. We can't wait to welcome you!

[Learn more](#)





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Additional Hotel Information

Rate Description: Full breakfast daily for up to two adults sharing a room. Supplemental fee for additional guests.

Full breakfast daily for up to two adults sharing a room. Supplemental fee for additional guests.

Any add-on selections will appear as a separate charge on your hotel invoice. Only room upgrade charges will be combined with the room rate. All other purchases will be invoiced separately at the hotel.

Description of taxes and additional charges: 19.42% per night not included in rate effective 29 October, 2025 through 30 October, 2025.

*Additional taxes and charges may apply. Other hotel-specific service charges may also apply.

This email was sent to rickb@johnsoncountytexas.org

You have received this email as a result of your recent transaction with Holiday Inn® Hotels & Resorts.

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Only the reservation as entered into and confirmed by our system will be honored. Any written or printed confirmation that has been altered may be rejected by the hotel.

As exchange rates may fluctuate from the time a reservation is made until the time of arrival, the confirmed rate is guaranteed in the hotel's base currency. Your privacy is extremely important to us. Read our [Privacy Statement](#).

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