AGENDA ITEM
CA 6

# Travel Approval Form

**Department:** Juvenile Services

**Event Name:** Fall 2026 JJAT Conference

**Location:** Frisco, TX

**Event Dates:** October 18 - 21, 2026

**Purpose:**
- ☑ Required Continuing Education/Certification
- ☑ Job Training
- ☐ Other: _____

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

Johnson County ★ APPROVED ★ Commissioners Court

7.13.2026

**Name of Attendees:**

Steve Gant

**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 Not Available
- ☑ 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:** Steve Gant

Approved in CC on 9/11/2023

Back to Events

# Fall 2026 JJAT Conference Frisco, Texas

Registration Open

**EVENT DATES**
**October 18, 2026 3:00 PM - October 21, 2026 12:00 PM**

**LOCATION**
**Embassy Suites by Hilton Dallas Frisco Hotel & Convention Center, 7600 John Q Hammons Dr, Frisco, TX 75034**

Juvenile Justice Association of Texas
Investing in the Future of Texas

## About This Event

Join us for the Fall 2026 Juvenile Justice Association of Texas Conference in Frisco, Texas. The conference will be held at the Embassy Suites by Hilton Dallas Frisco Hotel & Convention Center.

# Choose Your Registration Type

## Member

Register as a member to attend the conference, network with professionals, and access all event activities.

$225 per person

Register as Member

## Sponsor

Showcase your organization with sponsorship levels and exclusive benefits. Support the conference.

**Flexible pricing** based on tier

Register as Sponsor

**Ellen Peveto**

**Subject:** Your Oct-18-2026 Confirmation #93554296

**From:** Embassy Suites by Hilton Confirmed <noreply@h6.hilton.com>
**Sent:** Tuesday, June 23, 2026 1:47 PM
**To:** Purchasing <PUR@johnsoncountytx.org>
**Subject:** Your Oct-18-2026 Confirmation #93554296

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

Hilton
FOR THE STAY™

Hello Steve,

Join now →

## See you soon, Steve Gant

Your reservation for Oct-18-2026 has been confirmed.

Confirmation #93554296



**Embassy Suites by Hilton Dallas Frisco Hotel & Convention Center**

7600 John Q. Hammons Drive
Frisco TX 75034 US
**Maps & Directions>>**

+19727127200

| Sunday | | Wednesday |
|---|---|---|
| **Oct 18** | 3 | **Oct 21** |
| Check In: 4:00 PM | Nights | Check Out: 11:00 AM |

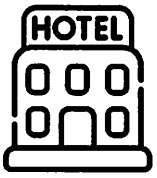
Add to calendar (iOS/Outlook) Add to calendar (Other)

## Your Room Information

| | |
|---|---|
| **Guest Name:** | Steve Gant |
| **Guests:** | 1 Adult |
| **Rooms:** | 1 |
| **Room Plan:** | 1 KING BED NONSMOKING |
| **Your Rate Information** | Juvenile Justice |

| | |
|---|---|
| **Rate per night** | |
| 18-Oct-2026 - 21-Oct-2026 | 189.00 USD |
| **Total for Stay per Room Rate** | **567.00 USD** |
| **Total taxes and government charges** | 87.37 USD |
| **Mandatory Charge** | 5.53 USD |
| **Total price for Stay** | **659.90 USD** |

**Modify Your Reservation >>**




# TRAVEL HOTEL RESERVATION REQUEST

(EMAIL TO PURCHASING at travel@johnsoncountytx.org

DATE: 06/23/2026 DEPARTMENT: Juvenile Services

PERSON SENDING REQUEST: Ellen Peveto EXT: 1460

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. Steve Gant |
| 2. |
| 3. |
| 4. |
| 5. |
| 6. |

Function Attending: Fall 2026 JJAT Conference

| | | |
|---|---|---|
| Hotel Name: Embassy Suites by Hilton Dallas Frisco Hotel & Convention Center | | |
| Hotel Address: 7600 John Q Hammons Dr. | | |
| City: Frisco | State: Texas | Zip: 75034 |
| Hotel Phone# 972-712-7200 | | |
| Special Requirements: | | |
| Conference Hotel Block Code: | | |
| Conference/Training Website: https://events.jjat.com/#events | | |
| How many rooms needed: 1 | | |
| **Date of Check In:** 10/18/26 | **Date of Check Out:** 10/21/26 | |

**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.**