AGENDA ITEM
CA 9

Travel Approval Form

Department: Purchasing

Event Name: ISM Timeline 2026 Seminar

Location: South Padre Island, TX

Event Dates: Sept 23-25

Purpose:

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

Name of Attendees:

Donna White

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

Johnson County ★ APPROVED ★ Commissioners Court

7.13.2026

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:



Approved in CC on 9/11/2023

Outlook

TIMELINE 2026 Registration Invoice and Confirmation

From Institute for Supply Management-RGV <office@ismrgv.org>
Date Thu 6/4/2026 2:24 PM
To Donna White <dwhite@johnsoncountytx.org>
Cc AP Group <AuditorAccountsPayable@johnsoncountytx.org>; office@ismrgv.org <office@ismrgv.org>

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

Thank you for registering for TINMELINE 2026!

INVOICE

INVOICE No.: TL26-3076

TO: Johnson County
Attn: Accounts Payable
411 Marti Dr
Cleburne, Texas 76033 Cleburne, Texas 76033

FOR: Registration Fee for Donna White, Senior Buyer to attend TIMELINE 2026: A Public Purchasing Seminar, September 23, 24, 25, 2026

Amount: Member Rate (ISM/NIGP/TxPPA) - $425.00
Payment Method: PO Number 26-1739-E1

For more information please contact:
Adrian Garcia
office@ismrgv.org or
(956) 266-2606

ISM - RIO GRANDE VALLEY
2108 Central Blvd.
Brownsville, TX 78520

http://www.ismrgv.org
E-Mail: office@ismrgv.org

CANCELLATION POLICY: Full refund if cancellation is made 5 days prior to seminar. NO SHOWS WILL BE BILLED

Sent from Institute for Supply Management - Rio Grande Valley

TIMELINE 2026

A Public Education Purchasing Seminar
September 23- 25
Hilton Garden Inn Beach Resort
7010 Padre Blvd
South Padre Island, TX 78597

Designed for Public Education Purchasing Professionals with special emphasis on the latest developments that are essential in public purchasing.



(https://ismrgv.org/timeline-participant-registration/)

Host Hotel Information:

Hilton Garden Inn Beach Resort
Phone: 956-761-8700

For reservations use the following link: TIMELINE 2026 Reservation Link *(Coming Soon)* All instructional sessions will be held at the Hilton Garden Inn, South Padre Island. Persons planning to attend should make guest room reservations with the Hilton Garden Inn

Standard Room Rate: $118.00 (room rate includes breakfast for 2)

Please note this is the main host hotel.

Other Host Hotels:

Sand Rose Beach Front Resort
Phone 1-956-772-7000
Group Code: **ISM TIMELINE**
Room Rate:$118.00 per room (includes excellent Breakfast Buffet) Please note: Sand Rose is situated adjacent to the Hilton Garden Inn.

For Seminar Classes and Speakers: updates coming soon
Class Schedule
List of Speakers
Calendar of Events

WHO SHOULD TAKE THIS SEMINAR AND WHY.....

This seminar is intended to highlight the latest developments that are essential in the purchasing management of our government institutions; be abreast of the current popular purchasing methods, the new rules and regulations, and the methods of evaluation to handle the modern taxpayer's attitudes, particularly in periods of economic skepticism. It is critical that purchasing officials in education institutions be abreast of the current popular purchasing methods, the new rules and regulations, and the methods of evaluations to handle the modern taxpayer's attitudes, particularly in mass media articles.

This seminar is designed for purchasing agents, purchasing clerks, buyers, warehouse supervisors, directors of purchasing, business managers, accountants, food service directors, assistant superintendents for business, risk managers, elected officials, and anyone interested in learning more about the purchasing profession. The program is applicable to all areas of the public sector, including school districts, junior colleges, colleges, governmental funded non-profit corporations, and other agencies with public purchasing needs.

This seminar is divided into three sections. General sessions will be held on Wednesday, September 23 and Friday, September 25 Participants will select to attend the class of his/her choice on Thursday, September 24.

CERTIFICATION | Continuing Education Credit Hours

I. Participants who successfully complete this program will receive sixteen (16) hours of continuing education. They may be applied toward the **ISM C.P.S.M and/or A.P.P** program requirements. ISM's consent to provide a program number for this educational event is not an endorsement of this program or its content by ISM.

II. **Texas State Board of Accountancy (CPA's):** Participants will earn 16 continuous professional education (CPE) hours, certified.

III. **Texas Association of School Business Officials (TASBO)**– Certified TASBO member may qualify for continuous education credit for hours attended.

IV. This seminar Continuing Education hours may also be applied to **CPPB** Certification Program and **NIGP** Certification Program.

Registration – September 23 – 11:00a.m. – 1:00 p.m.
September 23 9:00a.m. – 5:00p.m. Program Schedule
September 24 8:00a.m. – 5:00p.m. Program Schedule
September 25 8:00a.m. – 12:00p.m. Program Schedule
1:00 p.m. – 3:00 p.m. Group Sessions (Optional)



(https://ismrgv.org/timeline-participant-registration/)

TUITION AND FEES (A 16-hour course)
$450.00 Per Person
$425.00 Per Person for ISM, TASBO, NIGP, & TxPPA Members
$425.00 Per Person for CPA's
Group rates available, please contact us for more information.

LOCATION & TRANSPORTATION

Airline service is available to the Rio Grande Valley/South Padre Island International Airport in Brownsville (United Airlines and American Airlines) and the RGV International Airport in Harlingen, Texas (Southwest Airlines and other various airlines).

Ground Transportation from the two airports to and from South Padre Island is available to all seminar participants.

a. Valley Metro provides transportation from the Brownsville/South Padre Island International Airport to South Padre Island for the fare of **$1.00 (one dollar) per one-way trip**. Please call 1-800-574-8322 for more information.
b. Valley Transit Company can provide transportation from the Harlingen International Airport. Please call them for rates at their toll free number 1-866-934-6882. Lower rates are available for a group of two people or more.
c. Also available is the South Padre Shuttle that provides service between Harlingen and South Padre Island. Please call for rates at 1-877-774-0050.

SPOUSES PROGRAM
For those who wait while their partners are in session, Hilton Garden Inn Resort may assist you with local sight/shopping tours.

Interested in becoming a Sponsor? Click Here (https://ismrgv.org/seminar-sponsorship-timeline/)

Future Dates
Timeline 2027-September 23, 24, 25, 2027
Summer Session 2027-June 22, 23, 24, 2027

FOR MORE INFORMATION YOU MAY CONTACT:

Adrian Garcia Ph. (956) 266-2606
E-Mail: office@ismrgv.org (mailto:office@ismrgv.org)

Danielle Bates Ph. (956) 241-1619
E-Mail: danielle@ismrgv.org (mailto:danielle@ismrgv.org)

Melonie Perry Ph. 1-512-483-7127
E-mail: melonie.perry@tasb.org (mailto:melonie.perry@tasb.org)

Outlook

Reservation Confirmation #91348EE072894

From Wyndham <wyndhamhotels&resorts@emails.wyndhamhotels.com>
Date Wed 6/3/2026 3:07 PM
To Purchasing <PUR@johnsoncountytx.org>

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

WYNDHAM

Donna White
Join Wyndham Rewards Now!

Your Reservation Is Confirmed, Donna!

Wyndham Corpus Christi Resort North Padre Island

15202 Windward Drive, Corpus Christi, TX 78418 US (361) 949-3131

Confirmation Number: **91348EE072894**

SEP 22 TUE 2026 — SEP 23 WED 2026

Hotel Details | Cancel | Modify | Directions



Reservation Details

1 Room(s) / 1 Night(s)
2 Queen Beds, Non-Smoking

Number of Guests
1 Adult(s) / 0 Child(ren)

Check-In	**Checkout**
4:00 p.m.	11:00 a.m.

Room Description
With signature touches like plush

Rate Details

WynRest bedding and elegant decor, our non-smoking guest room with 2 Queen beds creates a memorable stay. The comfortable space features a large desk with lamp, mini-refrigerator, and microwave as well as a tranquil bathroom with a bathtub/shower combination, complimentary bath products, and hair dryer. Make the most of your visit with free high-speed WiFi and a flat-screen HDTV with HBO in your room. Additional amenities include in room safe, a coffee/tea maker, and ironing amenities. Plus. we support green initiatives like our in-room recycling program.

Standard Rate	$130.00 USD
Taxes & Fees	$34.22 USD
Total for Stay	$164.22 USD

Deposit Policy
Credit Card Deposit of 100 percent plus applicable taxes charged 7 days before arrival

Cancellation Policy
Cancel 48 Hours prior to 4pm day of arrival to avoid 1 Night charge plus tax.

WYNDHAM REWARDS

You Could Earn 1,300 Wyndham Rewards Points[1] with This Stay

Join Wyndham Rewards today and start earning points toward free nights at more than 9,000 hotels worldwide. Plus, as a BLUE member, you'll get free WiFi.[2]

JOIN NOW

Download the Wyndham Hotels & Resorts App



Enjoy convenient in-stay features and join Wyndham Rewards for exciting member extras. Learn More

Download on the App Store

GET IT ON Google Play

Add Flights, Car Rentals & More to Your Trip

Now you can book flights, car rentals, transfers, and activities through Wyndham Travel Bundles. Plus, Wyndham Rewards members can earn up to 10 points per dollar on activities and 1 point per dollar on flights, car rentals, and transfers.[3]

BOOK NOW

Earn Points for up to 6 Free Nights



Earn up to 45,000 bonus points—enough for up to 6 free nights[4]—with the Wyndham Rewards Earner® Cards. Plus, you can earn up to 6 points per

The 4 Million Wyndham Rewards Points Sweepstakes Is Back!

Sponsored by Wyndham Vacation Resorts, Inc.

One lucky grand-prize winner will receive one million Wyndham Rewards points and