

FEB 13 2017

REQUEST FOR AGENDA PLACEMENT FORM

Submission Deadline - Tuesday, 12:00 PM before Court Dates

SUBMITTED BY: Larry Sparks
TODAY'S DATE: 01/12/17

DEPARTMENT: S.T.O.P. Special Crimes Unit

SIGNATURE OF DEPARTMENT HEAD:



REQUESTED AGENDA DATE: 02/13/17

SPECIFIC AGENDA WORDING: Authorization for Inv. Riggs to attend "Covert Electronics Surveillance Program" in Glynco, GA on 9/18/17 or the next available class or location TBD.

PERSON(S) TO PRESENT ITEM:

SUPPORT MATERIAL: (Must enclose supporting documentation)

TIME:

ACTION ITEM:

WORKSHOP

(Anticipated number of minutes needed to discuss item) CONSENT: XXX

EXECUTIVE:

STAFF NOTICE:

COUNTY ATTORNEY:

IT DEPARTMENT:

AUDITOR:

PURCHASING DEPARTMENT:

PERSONNEL:

PUBLIC WORKS:

BUDGET COORDINATOR: XXX

OTHER:

*****This Section to be Completed by County Judge's Office*****

ASSIGNED AGENDA DATE: _____

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE _____

COURT MEMBER APPROVAL _____ Date _____

Training / Seminar Approval Form

Department Name: S.T.O.P. Special Crimes Unit

Seminar Name: Covert Electronic Surveillance Program

Purpose: Certification / Training

Place: Glynco, GA

Date: 9/18/17 or next available class or location TBD

Who Will Be Attending:
Andrew Riggs


This Training/ Seminar is necessary for the following reasons:

- | | |
|--|--|
| <input type="checkbox"/> Required continuing education | <input checked="" type="checkbox"/> Job training |
| <input checked="" type="checkbox"/> Improve work performance | <input checked="" type="checkbox"/> Required certification |

Attach Registration Form and Complete the following information:

Amount of registration \$3,727.30 Date registration is due
A PURCHASE ORDER WILL BE AQUIRED

If an advance is requested, attach a completed Johnson County Travel Form.

Department Head Signature: 

SEND FORM TO COUNTY JUDGE'S OFFICE

RECEIVED BY COUNTY JUDGE'S OFFICE DATE: _____

Commissioners Court

APPROVED BY COMMISSIONER'S COURT: FEB 13 2017 DATE: _____