

Travel Approval Form

Department: Road and Bridge-Precinct 1

Event Name: TSPTA Administration Advisory
Committee Meeting

Location: Austin, TX

Event Dates: 03.24.26

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



2-23-2026

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:

Rick Bailey

Keli Pack

From: Sutton,Amira (DSHS) <Amira.Suton@dshs.texas.gov>
Sent: Tuesday, February 3, 2026 10:19 AM
To: Joe A. Gonzalez ; Jonny Hipp (jonny.hipp@nchdcc.org); Kasey Posey Administrative Assistant to Kelly Traylor; Keli Pack; Kelly Traylor (ktraylor@cocherokee.org); Keri Disney-Story; Lisa Russell Senior Executive Asst. to Russell Tippin; Maegen A. Garner; Mark Beauchamp (Mark.Beauchamp@co.wichita.tx.us); Meggie Garcia Ms. Garner Admin; Melissa Quintanilla Executive Assistant for Jonny F. Hipp; Rick Bailey; Ruben J. Vogt; Russell Tippin; Sandra Santos Assistant to Commissioner Joe A. Gonzalez ; Stephanie McDonald (Stephanie.mcdonald@centralhealth.net); Steven Salazar Admin for Ms. McDonald; Susan Henderson Ms. Nikitin Assistant; Nikitin, Victoria
Cc: Birdwell,Gretchen (DSHS); Khan,Farhan (HHSC/DSHS); Nora Arredondo; DSHS Tobacco; Sutton,Amira (DSHS)
Subject: RE: Save the Date for the TSPTA Administration Advisory Committee (AAC) Meeting _ March 24, 2026 at 10:00 AM

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

Dear, Administration Advisory Committee (AAC) members,

The **Tobacco Settlement Permanent Trust Account (TSPTA) Administration Advisory Committee** (AAC) **meeting** will be held on: **Tuesday, March 24, 2026 at 10:00 a.m.**

Please note that the **Texas Treasury Safekeeping Trust Company and the Department of State Health Services** will be presenting at this meeting.

AAC Committee Members: *According to statute, the committee may act only on the affirmative votes of eight members. You are strongly encouraged to take part 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 attending the meeting please call me on (512) 364-4028.

I look forward to seeing you in March. Thank you.

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

Keli Pack

From: Holiday Inn Hotels & Resorts <HolidayInn@tx.ihg.com>
Sent: Tuesday, February 3, 2026 10:38 AM
To: Keli Pack
Subject: Your reservation at Holiday Inn Austin Midtown is confirmed. #21727008 - 23 Mar 2026

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[Web Version](#)



[SIGN IN](#) | Silver Elite

Rick, your reservation is confirmed!

Confirmation #21727008



[Holiday Inn Austin Midtown](#)

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

Front Desk: **15124515757**

Email: **frontdesk@hiausmid.com**

Dates 23 Mar 2026 - 24 Mar 2026
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 State Government-us

Summary of charges

1 night stay 139.00 USD

Additional charges 3.36 USD

Taxes 23.63 USD

***Total charges 165.99 USD**

[Modify or cancel reservation](#)

Cancellation Policy: Canceling your reservation before 6:00 PM (local hotel time) on Sunday, 22 March, 2026 will result in no charge. Canceling your reservation after 6:00 PM (local hotel time) on 22 March, 2026, 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

1,668

[View your account](#)

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

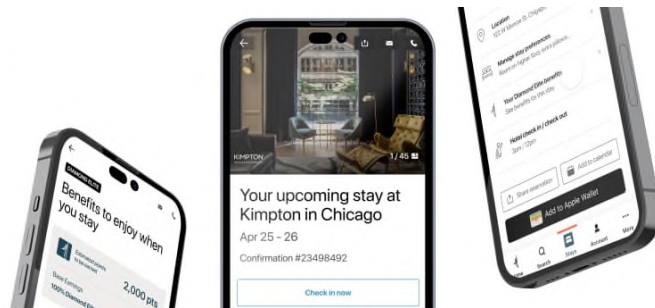
Thank you for calling our Reservations department. Please provide feedback for your phone representative.

[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](#)



Download the IHG One Rewards App

Additional Hotel Information

Rate Description: INCLUDES BREAKFAST FOR ONE ADULT AND WIFI. VALID STATE GOVERNMENT ID REQUIRED AT CHECK IN.

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: 17% per night not included in rate effective 23 March, 2026 through 24 March, 2026.

2.42% per night not included in rate effective 23 March, 2026 through 24 March, 2026.

This email was sent to kpack@johnsoncountytexas.org

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

This email is for posting only. Please do not reply.

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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