

TRAVEL APPROVAL FORM

Department: CONSTABLE PCT 4

Event Name: BILL BLACKWOOD - LEMIT
PUBLIC INFORMATION OFFICER

Location: HUNTSVILLE, TX

Event Dates: JUNE 29TH - JULY 1ST, 2026

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

Name of Attendees:

TROY FULLER

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 ****

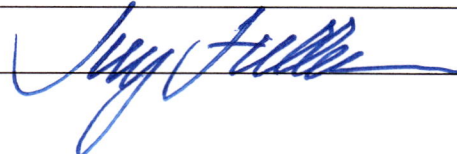
Overnight Travel

- 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:



- [Resources](#)
- [About Us](#)
 - [Contact Directory](#)
 - [Maps / Directions](#)
 - [Places Nearby](#)

Public Information Officer (PIO)

Jun 29 - Jul 01, 2026

Confirmation

Your registration is not complete!

Please review the following information and hit 'Confirm' if everything is correct.

Use your browser's back button to go back to the form and make corrections if there is an error.

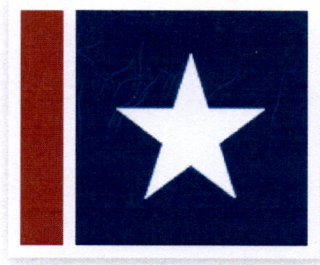
Name: Troy L Fuller
Preferred Name: Troy
Rank: Constable
Title: Constable **PID:** 10262
Date of Birth: 09/04/1963
Participant Phone: (817) 556 - 6363
Participant Email: troy@johnsoncountytexas.org
Years of Service: 39
Gender: Male
Tract:
Please inform us of any food allergies: None
Responsibility: CEO
Education: AA
Ethnicity: White
Immediate Supervisor's Full Name: Troy Fuller
Immediate Supervisor's Email: TROY@JOHNSONCOUNTYTX.ORG
Immediate Supervisor's Phone: (817) 556 - 6363
Agency: Johnson County Constable Precinct 4
Agency Phone: (817) 556 - 6363
Agency Email: troy@johnsoncountytexas.org
Address: 2 North Main Street, Ste B6
City: Cleburne
State: TX, 76033
County: Johnson
Precinct: 4
Number of Officers: 5
I will be paying by: Check #N/A

1600 Bobby K. Marks Blvd
Huntsville, Texas 77341-2417

Map: [Campus](#) | [Google](#) | [Building](#)
Contact: 1-800-477-9248

[Sam Houston State University](#)
[Member The Texas State University System](#)

[Skip to Content](#)



Bill Blackwood LEMIT

Law Enforcement Management Institute of Texas

Bill Blackwood LEMIT

Law Enforcement Management Institute of Texas



• Search



• [Programs](#)

X

- [Command Staff Leadership Series \(CSLS\)](#)
- [Continuing Education for Constables \(CEC\)](#)
- [De-Escalation Training Center](#)
- [Fire Executive Management Training Program \(FEMT\)](#)
- [Larry T. Hoover Distinguished Speaker Series](#)
- [Leadership Command College \(LCC\)](#)
- [Leadership Command College \(LCC\) Module IV](#)
- [Leadership Command College \(LCC\) Program Overview](#)
- [Leadership Inventory for Female Executives \(LIFE\)](#)
- [New Chief Development Program \(NCDP\)](#)
- [Newly Elected Constables \(NEC\)](#)
- [New Supervisor Course](#)
- [Online Programs](#)
- [Post Critical Incident Seminar \(PCIS\)](#)
- [Professional Development Programs](#)
- [Public Information Officer \(PIO\)](#)
- [Texas Constables Leadership College \(TCLC\)](#)
- [Texas Police Chief Leadership Series \(TPCLS\)](#)
- [Calendar](#)
- [Research](#)
 - [Current Projects](#)
 - [Emerging Issues](#)
 - [Contact Us](#)

- [Resources](#)
- [About Us](#)
 - [Contact Directory](#)
 - [Maps / Directions](#)
 - [Places Nearby](#)

Public Information Officer (PIO)

Jun 29 - Jul 01, 2026

Thank You!

Your registration information has been submitted.

A confirmation email will be sent to the email address indicated on the form within two weeks of registration. If you do not receive a confirmation email within this time, please contact:

For your convenience, the confirmation email will contain location details as well as hotel contact information.

Payment

Course is .

You will be contacted with payment information once the minimum number of attendees has been reached.

1600 Bobby K. Marks Blvd
Huntsville, Texas 77341-2417

Map: [Campus](#) | [Google](#) | [Building](#)
Contact: 1-800-477-9248

[Sam Houston State University](#)
[Member The Texas State University System](#)

Follow LEMIT on:

- [Resources](#)
- [About Us](#)
 - [Contact Directory](#)
 - [Maps / Directions](#)
 - [Places Nearby](#)

Public Information Officer (PIO)

The Public Information Officer (PIO) course is designed for public safety personnel responsible for managing, disseminating, and overseeing information on behalf of their departments or organizations. Open to potential, newly assigned, and experienced PIOs—as well as administrative executives involved in public communication—the program equips participants with the essential skills and “tools of the trade” needed to handle both routine operations and community crises effectively. Through interactive, hands-on exercises, participants learn to write media releases, conduct interviews and on-camera briefings, and engage with social media and other communication platforms. The course emphasizes situational awareness, public relations strategies, and evaluation of public information campaigns, preparing attendees to serve as confident, credible, and effective voices for their agencies in any circumstance. (***Course mandated to meet requirements of SB33; the Uvalde Strong Act.)

Topics Covered / Course Objectives

- Learn how to write a media release and manage interviews
- Participate in video conferences and on-camera briefings
- Identify public relations opportunities in your community
- Practice skills in real-life scenarios
- Evaluate success of public information campaigns

Who Should Attend / Admission Requirements

- Potential, recently assigned, or existing PIO's
- Administrative Executives involved in public information duties
- All public safety personnel tasked with the collection, dissemination, and/or oversight of public information for their department and/or organization

Course Length

Public Information Officer (PIO) is a three-day course.

Course Hours

Participants will receive TCOLE credit.

Course Cost / Fee Policy

Public Information Officer (PIO) is \$395 per person for Texas governmental agencies or \$495 per person for out of state personnel.

Registration Process

Registration is 100% online. Please visit the Register Online link located on the Upcoming Events table below or the LEMIT Calendar page to register. A confirmation e-mail will be sent to the e-mail address indicated on the form within two weeks of registration.

Cancellation / No-Show Policy

If the participant has already paid, he/she will be refunded half the cost of the registration fee if written notice of cancellation is received by the Program Coordinator no later than fourteen (14) business days prior to the program. No refunds are available

after this date, but substitutions of attendees are permitted.

If no written cancellation is received and the participant does not attend the program, the participant or their agency will be required to pay 100% of the registration fee if the registration fee was not previously paid.

Course Contact

Scott McCollum, LEMIT Associate Director

Law Enforcement Management Institute of Texas

George J. Beto Criminal Justice Building

Sam Houston State University

Huntsville, TX 77341-2417

Fax: (936) 294-3926

Phone: (936) 294-3193

Phone: 800-477-9248

scott.mccollum@shsu.edu

Upcoming Events

* Additional fees may apply

Status	Date	Title	Location	Registration	Fee
FULL	Jan 21 - 23, 2026	Public Information Officer (PIO)	Huntsville, TX	CLOSED	\$395.00 *
FULL	Apr 13 - 15, 2026	Public Information Officer (PIO)	Huntsville, TX	CLOSED	\$395.00 *
OPEN	Jun 29 - Jul 01, 2026	Public Information Officer (PIO)	Huntsville, TX	Register Online	\$395.00 *

* Additional fees may apply

Additional Information

Hotel, Travel, and Meals:

The participant or their agency is responsible for expenses incurred for travel to and from the training, hotel cost, and meals. Hotel information will be included in the confirmation email. Choosing a hotel and making a reservation is the responsibility of each participant.

Dress for the Week:

Business casual is the dress for the week. Clothing should be professional and no caps/hats or shorts are permitted. It is always recommended to bring a light jacket in case the training room is cold. Business dress attire is recommended for Tuesday's press interview.

Firearms:

If you choose to wear your duty weapon you may do so in full uniform or in plain clothes with your badge fully displayed. Individuals who are 21 years of age and who currently possess a handgun license from the State of Texas or an approved reciprocating state may legally carry a concealed handgun on or about their person. Handguns may be carried on campus, except at collegiate and UIL athletic events, health and counseling centers, and other specified locations on campus. Signs will clearly identify prohibited sites around campus.

Tobacco Products:

In order to promote a healthy, safe, and aesthetically pleasing work and educational environment, Sam Houston State University endorses a smoke free and tobacco free environment. Tobacco use (including smokeless tobacco) is not permitted on campus grounds. Electronic cigarettes/vaping products are also prohibited.

LEMIT Building and Parking:

The Bill Blackwood Law Enforcement Management Institute of Texas is located at 1600 Bobby K. Marks Dr., Huntsville, Texas, at the corner of Bobby K. Marks and Bearkat Boulevard on the campus of Sam Houston State University. It also is

located right next door to the University Hotel.

- ALL vehicles must be registered to park on the SHSU campus. This includes marked agency vehicles.
- Prior to your class, you will receive information on how to register your vehicle and where to park.
- For visitors and guests, there are pay-by-hour spaces along Bobby K. Marks Street and Bearkat Boulevard; however, these are managed through the City of Huntsville system and are not part of the University permits. Follow instructions listed on street signs for payment options and be sure to select "Huntsville" when asked to select a location. For more information on the City of Huntsville system, visit [Huntsville Paid Parking](#).
- Parking is also available for visitors in the Sam Houston Parking Garage, located at 1730 Avenue I, within walking distance to LEMIT. The parking garage contains approximately 250 hourly use parking spaces. Visitors should not park in the parking spaces that are numbered; the numbered spaces are reserved for Garage Permit Holders only. For directions to the SHSU Parking Garage, please click [here](#).

1600 Bobby K. Marks Blvd
Huntsville, Texas 77341-2417

Map: [Campus](#) | [Google](#) | [Building](#)

Contact: 1-800-477-9248

Follow LEMIT on:

Troy L. Fuller

From: LEMIT PIO <lemitpio@SHSU.EDU>
Sent: Tuesday, February 10, 2026 2:40 PM
Subject: Important: LEMIT Public Information Officer Course - Venue Change & Optional Date Change – LEMIT PIO Course

Importance: High

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

IMPORTANT: PLEASE READ THIS ENTIRE EMAIL

Hello,

We are excited to welcome you to the **LEMIT Public Information Officer Course**, scheduled for **June 29 – July 1, 2026**.

PLEASE NOTE: THERE HAS BEEN A VENUE CHANGE

Due to high demand for this course—we are expecting approximately **200 participants**—we have secured a larger facility. The course will now be held at the **Hyatt Regency Conroe**, located a short distance from LEMIT headquarters.

Encouraged Opportunity to Change Course Dates

To help balance attendance between sessions, participants currently registered for the **June course** are being **offered and encouraged** to move to the **April course dates**, if your schedule permits.

This adjustment will:


- Allow us to appropriately size each class for the larger venue, and
- Provide an opportunity to complete the training sooner.


If you would like to move to the April course, **please reply to this email indicating your request.**


The first 140 requestors will be moved to the April session.

If you choose to remain in the June class, no action is required at this time. Additional communication regarding class details, payment, and hotel links will be sent once the final class makeup is determined.


AGAIN: April 2026 Course Details


 **Dates:** April 13–15, 2026

 **Time:** 8:00 a.m. – 5:00 p.m.

 **Location:** Hyatt Regency Conroe
101 Grand Central Parkway

Conroe, Texas 77304

 **TCOLE Credit:** 24 hours

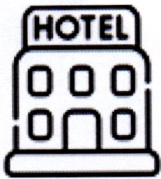
 **Course Number:** 666038 (new course number to track HB 33 requirements)

Action Required

- **If you wish to remain in the June class:**
No action is needed at this time. Please await additional communication.
- **If you wish to move to the April class:**
Reply to this email as soon as possible.
- **If you have already booked accommodations in Huntsville:**
Please cancel that reservation. Updated hotel information will be provided once final class counts for April and June are confirmed.

Thank you for your patience, flexibility, and continued interest in LEMIT training.

We look forward to seeing you soon!



TRAVEL HOTEL RESERVATION REQUEST

(EMAIL TO PURCHASING at pur@johnsoncountytexas.org)

DATE: 01/29/2026

DEPARTMENT: CONSTABLE PCT 4

PERSON SENDING REQUEST: BRENDA TUCKER EXT: 1546

Person (s) Name Attending:

1. CONSTABLE TROY FULLER
2.
3.
4.
5.
6.

***If LEOSE Funds are being used to pay for the room upon check out, please check LEOSE FUNDS below:**

LEOSE FUNDS

Function Attending: PUBLIC INFORMATION OFFICER

Hotel Name: UNIVERSITY HOTEL
Hotel Address: 1610 BOBBY K MARKS DRIVE
City: HUNTSVILLE State: TX Zip: 77341
Hotel Phone# 936,496,2151
Special Requirements: HANDICAP ROOM
Conference Hotel Block Code:
Conference/Training Website:
How many rooms needed: 1
Date of Check In: 6/28/26 Date of Check Out: 7/1/26

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.