

TRAVEL REGISTER
CC 03/08/2021

VENDOR NAME	DOCUMENT	INVOICE	ACCOUNT DESC	AMOUNT
TYLER TECHNOLOGIES,	2131240	TA2100158	GF-GADM-TRAVEL/PROF ED	595.00
TEXAS CONFERENCE OF	2131271	TA2100159	GF-GADM-TRAVEL/PROF ED	50.00
TEXAS CONFERENCE OF	2131273	TA2100160	GF-GADM-TRAVEL/PROF ED	50.00
POLICE TECHNICAL	2130751	19128	SG-SBORDER20-OPERATING EXP	3,150.00
Total				3,845.00

GRANT FUNDS

APPROVED

By Lizeth Veliz at 10:51 am, Mar 03, 2021

County of El Paso
LOCAL Training Request Form
REGISTRATION/PRESENTER EXPENSES ONLY



DEPARTMENT Sheriff's Office		
TRAINING OIS (Officer Involved Shooting) Investigations		
DATES 3/30/2021	TO 3/31/2021	
FUNDING SOURCE SW Border Rural Law Enforcement (Agenda Item Format)		
NAME OF TRAINING ORGANIZATION	ADDRESS	
Police Technical (Technical, Training, Solutions)	647 Ohio St. Terre Haute, IN 47807 / (812) 232-4200	
EMPLOYEE NAME	EMPLOYEE SIGNATURE	AMOUNT
Robert C. Rojas	<i>Robert C. Rojas</i>	\$350.00
Jim Belknap	<i>Jim Belknap</i>	\$350.00
Jorge Andrade	<i>Jorge Andrade</i>	\$350.00
Elizabeth Avila	<i>Elizabeth Avila</i>	\$350.00
Victor Cordero	<i>V. Cordero</i>	\$350.00
Eduardo Gutierrez	<i>E. Gutierrez</i>	\$350.00
Moises Gutierrez	<i>Moises Gutierrez</i>	\$350.00
James M. Nance	<i>James M. Nance</i>	\$350.00
Omar Montoya	<i>Omar Montoya</i>	\$350.00
TOTAL		\$3,150.00
SIGNING OF THIS FORM CONSTITUTES ACKNOWLEDGEMENT AND AGREEMENT WITH THE COUNTY TRAVEL POLICY REQUIREMENTS, INCLUDING EMPLOYMENT COMMITMENT AND AUTHORIZATION TO DEDUCT AMOUNTS OWED TO THE COUNTY FROM WAGES.		
http://www.epcounty.com/auditor/forms/Travel and Training Policy 102416.pdf		
DEPARTMENT HEAD SIGNATURE <i>[Signature]</i>		DATE 02-19-2021

3/2/21

[illegible]

El Paso County Travel Justification Form

FORM A: County Funded Travel Disclosure Report

Employee: Omar Montoya Signature: Omar Montoya Date: 02/17/21
Dept Head: Robert Rojas Signature: Robert C. Rojas Date: 02/17/21
Dept : El Paso County Sheriff's Office Job Title: Lieutenant
Travel Funding Source: County ☐ Grant ☒ Other

Will any funds be reimbursed by another entity?

Travel Account No. Balance Remaining for FY:

Will posting travel details prior to travel jeopardize the safety of the traveler. Yes ☒ NO

Purpose: (check one)

- ☐ **Statutorily Required Training to Hold Elective Office**
Statute Reference:
My effective office requires number of training hours annually.
I have already fulfilled of these hours for this time period.
Estimated hours to be obtained from this course:
Please provide documentation for hours needed
- ☐ **Professional or Technical Training to Maintain License/Certification**
(peace officers, attorneys, CPAs, technical certifications, etc.)
My effective office requires number of training hours annually.
I have already fulfilled of these hours for this time period.
Estimated hours to be obtained from this course:
- ☒ **Additional Professional or Technical Training NOT Required to Maintain License/Certification**
- ☐ **Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy**
Entity Name:
Purpose of Visit:
- ☐ **Travel for Program Revenue Enhancement/Sales Opportunity**
Explain:
- ☐ **Program Development Training**
Explain:
- ☐ **Travel to Professional, County, or Elected Officials' Organization Meeting/Convention**
(County Clerk's Association, TAG, Conference of Urban Counties, TBIC, etc.)
Organization Name:
- ☐ **Human Resources/Management/Personal Development Training**
("Dealing with Difficult People", stress management, "Be A Better Leader", etc.)
- ☐ **Other:**

From: [Betsy C. Keller](#)
To: [Robert C. Rojas \(Lt.\)](#)
Cc: [Lucille Samuel](#); [Auditors Travel Training Request](#)
Subject: Re: Officer Involved Shootings Investigations On Line Course
Date: Wednesday, February 17, 2021 7:28:46 PM
Attachments: [image002.png](#)

I approve subject to normal auditor's review. Thank you all!

Betsy C. Keller, ICMA-CM, SPHR
County of El Paso

On Feb 17, 2021, at 6:26 PM, Robert C. Rojas (Lt.) <RRojas@epcounty.com> wrote:

<image001.gif>
Ms. Keller,

I am respectfully requesting approval for 9 investigators to attend an On – Line Training on Officer Involved Shooting Investigations. I understand that all training request must have special approval due to the County Judge's Ban on travel and training. The training is greatly needed and will be paid using grant funds. It is also imperative that we begin using these funds that have been set aside for specialty training. If you approve I will submit the needed paperwork through the Chain of Command of Sheriff's Office Approval.

Thank you for consideration.

LIEUTENANT ROBERT C. ROJAS #3749
CRIMINAL INVESTIGATIONS DIVISION

<image002.png>

O: (915) 538 – 2077 / M: (915) 539 – 3797

COUNTY OF EL PASO, TEXAS
County Auditor Office Travel/Training Pre-Check List

THIS CHECKLIST IS REQUIRED FOR ALL TRAVEL SUBMISSIONS

The following is provided to assist in expediting Travel Advance/Reimbursement Requests by ensuring supporting documentation has been reviewed for reasonableness prior to submission to the County Auditor's Office. As per the County's Travel and Training Policy, all relevant travel and training forms shall be submitted to the County Auditor's Office at least 45 days prior to the date of travel. The issuance of travel related checks follows paid claims guidelines and Commissioners Court Agenda Deadlines. In most cases it takes more than a week to issue a check.

- ☒ Complete all applicable travel and training request forms including justification form and this checklist. All forms must be signed by the employee attending the training and the department head, or designee. Incomplete packets will not be accepted.
- ☒ If the total cost of the trip is in excess of \$1,000.00, a signed employee training and professional certification agreement must be submitted.
- ☒ Travel and training expenditure form with actual expense receipts from previous training must be submitted to the Auditor's Office before a new travel and training request is submitted.
- ☒ Travel dates were verified for consistency with training dates (Explanation was provided justifying dates prior or after training dates, if warranted).
- ☒ Airfare was secured at least 21 days prior to trip (Explanation was provided justifying exceptions, if warranted).
- ☒ Hotel was secured at government rate and at location of training site (Explanation was provided justifying exception, if warranted or if travel dates are inconsistent with training dates).
- ☒ Ground transportation was verified to include availability of transportation (shuttle/taxi/Uber/Lyft) to/from hotel and airport. If a rental car is needed and justified within policy guidelines then a reservation should be coordinated with the County Purchasing department using the County's contracted rental car vendor. Car rental quote or reservation must be included. Written justification for rental car **must** be included.
- ☒ Registration cost was verified and indication was noted for a separate vendor check payment or advance for direct payment of registration by attendee.
- ☒ Per diem meals estimates by day were verified with policy guidelines. (Explanation was provided justifying exceptions, if warranted)
- ☒ Other estimates have been reviewed for accuracy and reasonableness.
- ☒ Travel advance requested was verified for reasonableness and accuracy.
- ☒ All related documents are signed by employee and department head/elected official.
- ☒ **Note: If this travel will take place at a Resort, Casino, Offshore or outside of the United States or costs significantly exceed authorized per diem rates, signature approval by the County Administrator is required prior to submission to the County Auditor.**

County Administrator Approval Signature: _____

Date of Trip: 03/30 - 03/31/21 Purpose: OIS Investigations Destination: On - Line

Signature of Employee requesting funds: Omar Montoya Date: 02/18/21

Signature of Department Head review: Robert C. Rojas Date: 02/17/21

El Paso County Travel Justification Form

FORM A: County Funded Travel Disclosure Report

Employee: James M. Nance Signature: [Signature] Date: 02/17/21
Dept Head: Robert Rojas Signature: Robert C. Rojas Date: 02/17/21
Dept : El Paso County Sheriff's Office Job Title: Lieutenant
Travel Funding Source: County ☒ Grant Other

Will any funds be reimbursed by another entity?

Travel Account No. Balance Remaining for FY:

Will posting travel details prior to travel jeopardize the safety of the traveler. Yes ☒ NO

Purpose: (check one)

- ☐ **Statutorily Required Training to Hold Elective Office**
Statute Reference: _____
My effective office requires _____ number of training hours annually.
I have already fulfilled _____ of these hours for this time period.
Estimated hours to be obtained from this course: _____
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Entity Name: _____
Purpose of Visit: _____
- ☐ **Travel for Program Revenue Enhancement/Sales Opportunity**
Explain: _____
- ☐ **Program Development Training**
Explain: _____
- ☐ **Travel to Professional, County, or Elected Officials' Organization Meeting/Convention**
(County Clerk's Association, TAG, Conference of Urban Counties, TBIC, etc.)
Organization Name: _____
- ☐ **Human Resources/Management/Personal Development Training**
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Date of Trip: 03/30 - 03/31/21 Purpose: OIS Investigations Destination: On - Line

Signature of Employee requesting funds:  Date: 2/18/21

Signature of Department Head review: Robert C. Rojas Date: 02/17/21

El Paso County Travel Justification Form

FORM A: County Funded Travel Disclosure Report

Employee: Moises Gutierrez Signature: Robert C. Rojas Date: 02/17/21
Dept Head: Robert Rojas Signature: Robert C. Rojas Date: 02/17/21
Dept : El Paso County Sheriff's Office Job Title: Lieutenant
Travel Funding Source: County ☒ Grant Other

Will any funds be reimbursed by another entity?

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Purpose of Visit: _____
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Explain: _____
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Explain: _____
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Organization Name: _____
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County Administrator Approval Signature: _____

Date of Trip: 03/30 - 03/31/21 Purpose: OIS Investigations Destination: On - Line

Signature of Employee requesting funds:  Date: 2-18-21

Signature of Department Head review: Robert C. Rojas Date: 02/17/21

El Paso County Travel Justification Form

FORM A: County Funded Travel Disclosure Report

Employee: Eduardo Gutierrez Signature: *[Signature]* Date: 02/17/21
Dept Head: Robert Rojas Signature: *Robert C. Rojas* Date: 02/17/21
Dept : El Paso County Sheriff's Office Job Title: Lieutenant
Travel Funding Source: County ☒ Grant Other

Will any funds be reimbursed by another entity?

Travel Account No. Balance Remaining for FY:

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Entity Name:
Purpose of Visit:
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Explain:
- ☐ **Program Development Training**
Explain:
- ☐ **Travel to Professional, County, or Elected Officials' Organization Meeting/Convention**
(County Clerk's Association, TAG, Conference of Urban Counties, TBIC, etc.)
Organization Name:
- ☐ **Human Resources/Management/Personal Development Training**
("Dealing with Difficult People", stress management, "Be A Better Leader", etc.)
- ☐ **Other:**

Amended by the El Paso County Commissioners Court on June 17, 2013

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County Administrator Approval Signature: _____

Date of Trip: 03/30 - 03/31/21 Purpose: OIS Investigations Destination: On - Line

Signature of Employee requesting funds:  #2145 Date: 2-21-2021

Signature of Department Head review: Robert C. Rojas Date: 02/17/21

El Paso County Travel Justification Form

FORM A: County Funded Travel Disclosure Report

Employee: Victor Cordero Signature: V. Cordero Date: 02/17/21
Dept Head: Robert Rojas Signature: Robert C. Rojas Date: 02/17/21
Dept : El Paso County Sheriff's Office Job Title: Lieutenant
Travel Funding Source: County ☒ Grant ☐ Other

Will any funds be reimbursed by another entity?

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Date of Trip: 03/30 - 03/31/21 Purpose: OIS Investigations Destination: On - Line

Signature of Employee requesting funds: *V. Luvu* Date: 02-17-2021

Signature of Department Head review: *Robert C. Rojas* Date: 02/17/21

El Paso County Travel Justification Form

FORM A: County Funded Travel Disclosure Report

Employee: Elizabeth Avila Signature: [Signature] Date: 02/17/21
Dept Head: Robert Rojas Signature: Robert C. Rojas Date: 02/17/21
Dept : El Paso County Sheriff's Office Job Title: Lieutenant
Travel Funding Source: County ☒ Grant Other

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- ☒ Ground transportation was verified to include availability of transportation (shuttle/taxi/Uber/Lyft) to/from hotel and airport. If a rental car is needed and justified within policy guidelines then a reservation should be coordinated with the County Purchasing department using the County's contracted rental car vendor. Car rental quote or reservation must be included. Written justification for rental car **must** be included.
- ☒ Registration cost was verified and indication was noted for a separate vendor check payment or advance for direct payment of registration by attendee.
- ☒ Per diem meals estimates by day were verified with policy guidelines. (Explanation was provided justifying exceptions, if warranted)
- ☒ Other estimates have been reviewed for accuracy and reasonableness.
- ☒ Travel advance requested was verified for reasonableness and accuracy.
- ☒ All related documents are signed by employee and department head/elected official.
- ☒ **Note: If this travel will take place at a Resort, Casino, Offshore or outside of the United States or costs significantly exceed authorized per diem rates, signature approval by the County Administrator is required prior to submission to the County Auditor.**

County Administrator Approval Signature: _____

Date of Trip: 03/30 - 03/31/21 Purpose: OIS Investigations Destination: On - Line

Signature of Employee requesting funds: E. C. #5191 Date: 2-17-21

Signature of Department Head review: Robert C. Rojas Date: 02/17/21

El Paso County Travel Justification Form

FORM A: County Funded Travel Disclosure Report

Employee: Jorge Andrade Signature: Jorge Andrade Date: 02/17/21
Dept Head: Robert Rojas Signature: Robert C. Rojas Date: 02/17/21
Dept : El Paso County Sheriff's Office Job Title: Lieutenant
Travel Funding Source: County ☒ Grant Other

Will any funds be reimbursed by another entity?

Travel Account No. Balance Remaining for FY:

Will posting travel details prior to travel jeopardize the safety of the traveler. Yes ☒ NO

Purpose: (check one)

- ☐ **Statutorily Required Training to Hold Elective Office**
Statute Reference: _____
My effective office requires _____ number of training hours annually.
I have already fulfilled _____ of these hours for this time period.
Estimated hours to be obtained from this course: _____
Please provide documentation for hours needed
- ☐ **Professional or Technical Training to Maintain License/Certification**
(peace officers, attorneys, CPAs, technical certifications, etc.)
My effective office requires _____ number of training hours annually.
I have already fulfilled _____ of these hours for this time period.
Estimated hours to be obtained from this course: _____
- ☒ **Additional Professional or Technical Training NOT Required to Maintain License/Certification**
- ☐ **Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy**
Entity Name: _____
Purpose of Visit: _____
- ☐ **Travel for Program Revenue Enhancement/Sales Opportunity**
Explain: _____
- ☐ **Program Development Training**
Explain: _____
- ☐ **Travel to Professional, County, or Elected Officials' Organization Meeting/Convention**
(County Clerk's Association, TAG, Conference of Urban Counties, TBIC, etc.)
Organization Name: _____
- ☐ **Human Resources/Management/Personal Development Training**
("Dealing with Difficult People", stress management, "Be A Better Leader", etc.)
- ☐ **Other:** _____

COUNTY OF EL PASO, TEXAS
County Auditor Office Travel/Training Pre-Check List

THIS CHECKLIST IS REQUIRED FOR ALL TRAVEL SUBMISSIONS

The following is provided to assist in expediting Travel Advance/Reimbursement Requests by ensuring supporting documentation has been reviewed for reasonableness prior to submission to the County Auditor's Office. As per the County's Travel and Training Policy, all relevant travel and training forms shall be submitted to the County Auditor's Office at least 45 days prior to the date of travel. The issuance of travel related checks follows paid claims guidelines and Commissioners Court Agenda Deadlines. In most cases it takes more than a week to issue a check.

- ☒ Complete all applicable travel and training request forms including justification form and this checklist. All forms must be signed by the employee attending the training and the department head, or designee. Incomplete packets will not be accepted.
- ☒ If the total cost of the trip is in excess of \$1,000.00, a signed employee training and professional certification agreement must be submitted.
- ☒ Travel and training expenditure form with actual expense receipts from previous training must be submitted to the Auditor's Office before a new travel and training request is submitted.
- ☒ Travel dates were verified for consistency with training dates (Explanation was provided justifying dates prior or after training dates, if warranted).
- ☒ Airfare was secured at least 21 days prior to trip (Explanation was provided justifying exceptions, if warranted).
- ☒ Hotel was secured at government rate and at location of training site (Explanation was provided justifying exception, if warranted or if travel dates are inconsistent with training dates).
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County Administrator Approval Signature: _____

Date of Trip: 03/30 - 03/31/21 Purpose: OIS Investigations Destination: On - Line

Signature of Employee requesting funds: Jorge Andrade Date: 02/17/21

Signature of Department Head review: Robert C. Rojas Date: 02/17/21

El Paso County Travel Justification Form

FORM A: County Funded Travel Disclosure Report

Employee: Jim Belknap Signature: *Jim Belknap* Date: 02/17/21
Dept Head: Robert Rojas Signature: *Robert C. Rojas* Date: 02/17/21
Dept : El Paso County Sheriff's Office Job Title: Lieutenant
Travel Funding Source: County ☒ Grant Other

Will any funds be reimbursed by another entity?

Travel Account No. Balance Remaining for FY:

Will posting travel details prior to travel jeopardize the safety of the traveler. Yes ☒ NO

Purpose: (check one)

- ☐ **Statutorily Required Training to Hold Elective Office**
Statute Reference:
My effective office requires number of training hours annually.
I have already fulfilled of these hours for this time period.
Estimated hours to be obtained from this course:
Please provide documentation for hours needed
- ☐ **Professional or Technical Training to Maintain License/Certification**
(peace officers, attorneys, CPAs, technical certifications, etc.)
My effective office requires number of training hours annually.
I have already fulfilled of these hours for this time period.
Estimated hours to be obtained from this course:
- ☒ **Additional Professional or Technical Training NOT Required to Maintain License/Certification**
- ☐ **Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy**
Entity Name:
Purpose of Visit:
- ☐ **Travel for Program Revenue Enhancement/Sales Opportunity**
Explain:
- ☐ **Program Development Training**
Explain:
- ☐ **Travel to Professional, County, or Elected Officials' Organization Meeting/Convention**
(County Clerk's Association, TAG, Conference of Urban Counties, TBIC, etc.)
Organization Name:
- ☐ **Human Resources/Management/Personal Development Training**
("Dealing with Difficult People", stress management, "Be A Better Leader", etc.)
- ☐ **Other:**

COUNTY OF EL PASO, TEXAS
County Auditor Office Travel/Training Pre-Check List

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- ☒ Complete all applicable travel and training request forms including justification form and this checklist. All forms must be signed by the employee attending the training and the department head, or designee. Incomplete packets will not be accepted.
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County Administrator Approval Signature: _____

Date of Trip: 03/30 - 03/31/21 Purpose: OIS Investigations Destination: On - Line

Signature of Employee requesting funds:  Date: 02/18/21

Signature of Department Head review:  Date: 02/17/21

El Paso County Travel Justification Form

FORM A: County Funded Travel Disclosure Report

Employee: Robert C. Rojas Signature: Robert C. Rojas Date: 02/17/21
Dept Head: Robert Flores Signature: he Date: 02/17/21
Dept : El Paso County Sheriff's Office Job Title: Commander
Travel Funding Source: County X Grant Other

Will any funds be reimbursed by another entity?

Travel Account No. Balance Remaining for FY:

Will posting travel details prior to travel jeopardize the safety of the traveler. Yes X NO

Purpose: (check one)

☐ **Statutorily Required Training to Hold Elective Office**

Statute Reference:

My effective office requires number of training hours annually.

I have already fulfilled of these hours for this time period.

Estimated hours to be obtained from this course:

Please provide documentation for hours needed

☐ **Professional or Technical Training to Maintain License/Certification**

(peace officers, attorneys, CPAs, technical certifications, etc.)

My effective office requires number of training hours annually.

I have already fulfilled of these hours for this time period.

Estimated hours to be obtained from this course:

☒ **Additional Professional or Technical Training NOT Required to Maintain License/Certification**

☐ **Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy**

Entity Name:

Purpose of Visit:

☐ **Travel for Program Revenue Enhancement/Sales Opportunity**

Explain:

☐ **Program Development Training**

Explain:

☐ **Travel to Professional, County, or Elected Officials' Organization Meeting/Convention**

(County Clerk's Association, TAG, Conference of Urban Counties, TBIC, etc.)

Organization Name:

☐ **Human Resources/Management/Personal Development Training**
("Dealing with Difficult People", stress management, "Be A Better Leader", etc.)

☐ **Other:**

COUNTY OF EL PASO, TEXAS
County Auditor Office Travel/Training Pre-Check List

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- ☒ **Note: If this travel will take place at a Resort, Casino, Offshore or outside of the United States or costs significantly exceed authorized per diem rates, signature approval by the County Administrator is required prior to submission to the County Auditor.**

County Administrator Approval Signature: _____

Date of Trip: 03/30 - 03/31/21 Purpose: Training Destination: On Line

Signature of Employee requesting funds: Robert C. Rojas Date: 02/19/21

Signature of Department Head review: John Greer Date: 02/19/21

Act. Cmdr Lt. J. Greer #2144

OIS Investigations

This course examines all aspects of the OIS Investigation: From the initial call for service, through the investigation, to the final presentation to the prosecutor and public. Students learn using actual case studies, in a non-judgmental environment, from seasoned personnel. Note: This course is strictly limited to active law enforcement and support personnel.

Course Details

Host: POLICE TECHNICAL
Location: 647 Ohio Street ONLINE SEMINAR,
Dates: March 30, 2021 to March 31, 2021 , 10:00AM - 2:00PM EST
Fee: \$325.00, \$350.00 or \$375.00 (depending on registration date)

Register at
www.policetechnical.com

Course Highlights

The use of deadly force and how these cases are investigated have become scrutinized more than ever before. This class offers students a way to assess their agency or team on how they approach these investigations. The instructor uses real case studies in order to facilitate discussion about best practices and national trends. From securing the scene, conducting an un-bias fact finding investigation, collecting and organizing all the case information, to professionally presenting the case, Police Technical has it covered. Students are encouraged to bring laptops that have the Microsoft Office Suite on them in order to participate in this interactive course.

Who Should Attend

This class is designed for any investigator, detective, or supervisor; authorized support staff will be admitted with prior agency documentation.

Material Requirements

Students should bring a laptop with Microsoft PowerPoint and Word (version 2003 or higher). Prior experience or training in PowerPoint or Word is not necessary. Students will receive samples of data for use in the classroom during hands-on session.

Agenda

Day One

Agency or County Protocol

Is there one? Do you know it? Multi-jurisdictional review?
Single Agency Review? Civilian Oversight?

Team Supervision

Command, First line, DA or State Attorney

Team Activation

Requesting Agency, Dispatch, Team Coordinator's responsibility
And more....

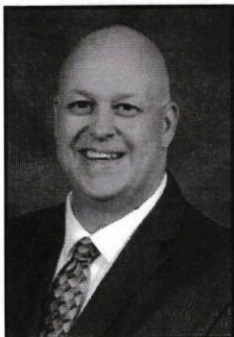
Day Two

Collection of Case Material for case presentation

Introduction to OneNote
Organizing reports, photos, social media, and video.
Sharing information
Extracting information for electronic files

Presentation of OIS cases

Introduction to Power point
Working from a splash screen
Using Time lines
Using Animation



Chris Fusetti

Chris Fusetti is a 25 year veteran of law enforcement. Beginning his career in 1995 he has in a variety of special assignments including FTO, SWAT, Gang Unit, Bicycle Unit, School Resource Officer, Firearms Instructor, and Traffic. Mr. Fusetti was promoted to Sergeant in October of 2006 and served as a Supervisor for the Field Training Officer Program. In August of 2008, he was a Supervisor to the 250 member police unit for delegate security for the Democratic National Convention. In 2015 Mr. Fusetti was assigned to supervise the Major Crimes investigations unit. He was also a coordinator for the 17th Judicial District Critical Incident Team who investigates officer-involved shootings. Mr. Fusetti was promoted to Commander in 2019 and is a graduate of Northwestern's School of Police Staffing and Command Class #466. He has been active in the deployment of OneNote for criminal case management and speaks nationally on the subject to law enforcement audiences. Mr. Fusetti lives in northern Colorado ...

GRANT FUNDS

[Print View](#)
[Pay For This Invoice](#)


INVOICE

 No. 19128
02/17/2021

Robert Rojas
El Paso County Sheriff's Office
3850 Justice Dr
El Paso, TX 79938
rrojas@epcounty.com
9155382077

APPROVED
By Lizeth Veliz at 10:51 am, Mar 03, 2021

Description	Qty.	Price	Subtotal
Attendees: Robert Rojas - rrojas@epcounty.com Jim Belknap - jbelknap@epcounty.com Omar Montoya - omontoya@epcounty.com Moises Gutierrez - mogutierrez@epcounty.com Eduardo Gutierrez - edgutierrez@epcounty.com James Nance - janance@epcounty.com Jorge Andrade - jandrade@epcounty.com Victor Cordero - vcordero@epcounty.com Elizabeth Avila - ElAvila@epcounty.com			
Classes: OIS Investigations 03/30/2021 - 03/31/2021 ONLINE SEMINAR,	9	\$350.00	\$3,150.00

Grand Total: USD \$3,150.00

PAYMENT TERMS

Due upon receipt

W-9
[W-9 2018](#)

Please mail payment and a copy of this invoice to:

Police Technical
647 Ohio Street
Terre Haute, Indiana 47807

 Any questions contact 812.232.4200 or info@policetechnical.com



County of El Paso
LOCAL Training Request Form
REGISTRATION/PRESENTER EXPENSES ONLY

DEPARTMENT		County Administration			
TRAINING		2021 Policy and Education Conference			
DATES		3/3/2021	TO	3/5/2021	FUNDING SOURCE (Agenda Item Format)
				GADM-TRAVEL/PROF ED	
NAME OF TRAINING ORGANIZATION				ADDRESS	
Texas Conference of Urban Counties				500 W. 13th Street, Austin, Texas 78701	
EMPLOYEE NAME		EMPLOYEE SIGNATURE		AMOUNT	
Betsy C. Keller		<i>Betsy C. Keller</i>		\$50.00 ✓	
Daniel F. Collins		<i>Daniel F. Collins</i>		\$50.00 ✓	
TOTAL				\$100.00 ✓	
SIGNING OF THIS FORM CONSTITUTES ACKNOWLEDGEMENT AND AGREEMENT WITH THE COUNTY TRAVEL POLICY REQUIREMENTS, INCLUDING EMPLOYMENT COMMITMENT AND AUTHORIZATION TO DEDUCT AMOUNTS OWED TO THE COUNTY FROM WAGES.					
http://www.epcounty.com/auditor/forms/Travel_and_Training_Policy_102416.pdf					
DEPARTMENT HEAD SIGNATURE				DATE	
<i>Betsy C. Keller</i>				03.02.2021 ✓	

El Paso County Travel Justification Form

FORM A: County Funded Travel Disclosure Report

Employee: Daniel F. Collins Signature: Daniel F. Collins Date: 2.23.21
Dept Head: Betsy C. Keller Signature: Betsy C. Keller Date: 03.02.2021
Dept : County Administration Job Title: Gov. Affairs Manager & Chief
Administrator
Travel Funding Source: X County _____ Grant _____ Other _____



Will any funds be reimbursed by another entity? No

Travel Account No. _____ Balance Remaining for FY: _____

Will posting travel details prior to travel jeopardize the safety of the traveler. _____ Yes X NO

Purpose: (check one)

☐

Statutorily Required Training to Hold Elective Office

Statute Reference:

My effective office requires _____ number of training hours annually.

I have already fulfilled _____ of these hours for this time period.

Estimated hours to be obtained from this course: _____

Please provide documentation for hours needed

☐

Professional or Technical Training to Maintain License/Certification

(peace officers, attorneys, CPAs, technical certifications, etc.)

My effective office requires _____ number of training hours annually.

I have already fulfilled _____ of these hours for this time period.

Estimated hours to be obtained from this course: _____

☐

Additional Professional or Technical Training NOT Required to Maintain License/Certification

☐

Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy

Entity Name: _____

Purpose of Visit: _____

☐

Travel for Program Revenue Enhancement/Sales Opportunity

Explain: _____

☐

Program Development Training

Explain: _____

☒

Travel to Professional, County, or Elected Officials' Organization Meeting/Convention

(County Clerk's Association, TAG, Conference of Urban Counties, TBIC, etc.)

Organization Name: Texas Conference of Urban Counties

☐

Human Resources/Management/Personal Development Training

("Dealing with Difficult People", stress management, "Be A Better Leader", etc.)

☐

Other: _____

Maribel G. Ruiz

From: Luis Martinez
Sent: Wednesday, March 3, 2021 5:37 PM
To: Claudia Y. Murguia
Cc: Maribel G. Ruiz
Subject: RE: Betsy and Daniel - CUC Invoice for March Conference

It's one form per employee even if more than one employee is attending the same training. We won't ask for Betsy's form this time. In the future, please make sure one justification form for each employee attending the training is submitted. ✓

Thank you,



Luis C. Martinez | Audit Manager Senior
GL and Disbursement Reporting-Audit

800 E. Overland, Suite 406, El Paso, TX 79901
P. (915) 546 – 2040 ext. 3478 | F. (915) 546-8172
LuMartinez@epcounty.com

[Click Here for our Customer Service Survey](#)

From: Claudia Y. Murguia [mailto:ClMurguia@epcounty.com]
Sent: Wednesday, March 3, 2021 4:07 PM
To: Luis Martinez <LuMartinez@epcounty.com>
Subject: [EXTERNAL] RE: Betsy and Daniel - CUC Invoice for March Conference

CAUTION: This email was sent from an EXTERNAL source, use caution when clicking links or opening attachments.
If you believe this to be a malicious and/or phishing email, please forward this email to helpdesk@epcounty.com.

It's for both of them, it's the same course, same day, same purpose.

Claudia Y. Murguia | Executive Administrative Coordinator
County Administration
*Excellence * Professionalism * Integrity * Creativity*
(P) [915.546.2215](tel:915.546.2215) | (F) 915.546-2217
500 E. San Antonio Ave., Room 302 | El Paso, TX 79901
www.epcounty.com

Delivering sound and exceptional public services to the people of El Paso County through judicious, efficient, and responsive government, and the conscientious development of ideas that produce compassionate solutions to our community's obligations, challenges, and ever changing demands.

From: Luis Martinez <LuMartinez@epcounty.com>
Sent: Wednesday, March 3, 2021 4:05 PM
To: Claudia Y. Murguia <ClMurguia@epcounty.com>
Subject: RE: Betsy and Daniel - CUC Invoice for March Conference

Hi Claudia,

The attached file says Betsy and Daniel Justification form, but it's only Daniel's. Do you have Betsy's justification form?



Luis C. Martinez | Audit Manager Senior
GL and Disbursement Reporting-Audit

800 E. Overland, Suite 406, El Paso, TX 79901
P. (915) 546 – 2040 ext. 3478 | F. (915) 546-8172
LuMartinez@epcounty.com

[Click Here for our Customer Service Survey](#)

From: Claudia Y. Murguia [<mailto:ClMurguia@epcounty.com>]
Sent: Tuesday, March 2, 2021 4:16 PM
To: Luis Martinez <LuMartinez@epcounty.com>
Subject: Betsy and Daniel - CUC Invoice for March Conference

Mr. Martinez, attached please find the registration forms for the CUC training that will start tomorrow, March 3, 2021. Please pay CUC directly, attached are the invoices.

Thank you!!

Claudia Y. Murguia | Executive Administrative Coordinator
County Administration
Excellence * Professionalism * Integrity * Creativity
(P) [915.546.2215](tel:915.546.2215) | (F) 915.546-2217
500 E. San Antonio Ave., Room 302 | El Paso, TX 79901
www.epcounty.com

Delivering sound and exceptional public services to the people of El Paso County through judicious, efficient, and responsive government, and the conscientious development of ideas that produce compassionate solutions to our community's obligations, challenges, and ever changing demands.

From: Betsy C. Keller <BKeller@epcounty.com>
Sent: Tuesday, March 2, 2021 2:39 PM
To: Claudia Y. Murguia <ClMurguia@epcounty.com>
Subject: Fw: Invoice for March Conference

Betsy C. Keller, ICMA-CM, SPHR
Chief Administrator
County of El Paso
500 E. San Antonio, Ste 302
El Paso, TX 79901
(915) 546-2215

From: Tracy Robinson <tracy.robinson1@cuc.org>
Sent: Tuesday, March 2, 2021 2:04 PM
To: Betsy C. Keller <BKeller@epcounty.com>
Cc: Andrea Godoy <andrea.godoy@techsharetx.gov>; CUC <cuc@cuc.org>
Subject: [EXTERNAL] Invoice for March Conference

CAUTION: This email was sent from an EXTERNAL source, use caution when clicking links or opening attachments.
If you believe this to be a malicious and/or phishing email, please forward this email to helpdesk@epcounty.com.

Regards,

Tracy Robinson
Receptionist
Texas Conference of Urban Counties
500 W. 13th Street | Austin TX 78701
O: 512.476.6174
E: tracy.robinson@cuc.org



Invoice

Date	Number
2/25/2021	102172

Bill To
El Paso County Chief Administrator Betsy C. Keller 500 E. San Antonio El Paso, Texas 79901

Texas Conference of Urban Counties

500 W 13th Street
Austin Texas 78701

Terms
30 days

Description	Amount
Austin @ the Capitol: 2021 Urban Counties Education, Policy and Technology Conference March 3rd - 4th, 2021, Virtual Registration Chief Administrator Betsy C. Keller ✓	50.00 ✓
Current Invoice Total \$50.00 ✓	

EIN#	Phone #	Fax #	E-mail	Web Site
74-3019904	512/476-6174	512/476-5122	Accounts.Receivable@cuc.org	http://www.cuc.org



Invoice

Date	Number
2/25/2021	102173

Bill To
El Paso County Governmental Affairs Manager Daniel F. Collins 500 E. San Antonio El Paso, Texas 79901

Texas Conference of Urban Counties

500 W 13th Street
Austin Texas 78701

Terms
30 days

Description	Amount
Austin @ the Capitol: 2021 Urban Counties Education, Policy and Technology Conference March 3rd - 4th, 2021, Virtual Registration Governmental Affairs Manager Daniel F. Collins ✓	50.00 ✓
Current Invoice Total \$50.00 ✓	

EIN#	Phone #	Fax #	E-mail	Web Site
74-3019904	512/476-6174	512/476-5122	Accounts.Receivable@cuc.org	http://www.cuc.org

County of El Paso



LOCAL Training Request Form **REGISTRATION/PRESENTER EXPENSES ONLY**

DEPARTMENT		Public Defenders Office			
TRAINING		Tyler Connect Virtual Conference			
DATES		4/27/2021	TO	4/29/2021	FUNDING SOURCE (Agenda Item Format)
					GADM-TRAVEL/PROF ED
NAME OF TRAINING ORGANIZATION				ADDRESS	
Tyler Technologies, Inc. VENDOR #121700-1				P.O. Box 203556 Dallas, Tx 75320-3556	
EMPLOYEE NAME		EMPLOYEE SIGNATURE			AMOUNT
Chad Bernaeyge		<i>Chad Bernaeyge</i>			\$595.00 ✓
TOTAL					\$595.00 ✓
SIGNING OF THIS FORM CONSTITUTES ACKNOWLEDGEMENT AND AGREEMENT WITH THE COUNTY TRAVEL POLICY REQUIREMENTS, INCLUDING EMPLOYMENT COMMITMENT AND AUTHORIZATION TO DEDUCT AMOUNTS OWED TO THE COUNTY FROM WAGES.					
http://www.epcounty.com/auditor/forms/Travel_and_Training_Policy_102416.pdf					
DEPARTMENT HEAD SIGNATURE				DATE	
<i>Kevin D. [Signature]</i>				2/25/2021 ✓	

El Paso County Travel Justification Form

FORM A: County Funded Travel Disclosure Report

Employee: Chad Bernaeyge Signature: Chad Bernaeyge Date: _____
Dept Head: Kelli Childress Signature: Kelli Childress Date: 2/25/2021
Dept : Public Defenders office Job Title: Director of Legal Technology
Travel Funding Source: ☒ County _____ Grant _____ Other _____



Will any funds be reimbursed by another entity? NO

Travel Account No. _____ Balance Remaining for FY: _____

Will posting travel details prior to travel jeopardize the safety of the traveler. _____ Yes N/A NO

Purpose: (check one)

☐

Statutorily Required Training to Hold Elective Office

Statute Reference:

My effective office requires _____ number of training hours annually.

I have already fulfilled _____ of these hours for this time period.

Estimated hours to be obtained from this course: _____

Please provide documentation for hours needed

☒

Professional or Technical Training to Maintain License/Certification

(peace officers, attorneys, CPAs, technical certifications, etc.)

My effective office requires 20 number of training hours annually.

I have already fulfilled 3 of these hours for this time period.

Estimated hours to be obtained from this course: 15

☒

Additional Professional or Technical Training NOT Required to Maintain License/Certification

☐

Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy

Entity Name: _____

Purpose of Visit: _____

☐

Travel for Program Revenue Enhancement/Sales Opportunity

Explain: _____

☐

Program Development Training

Explain: _____

☐

Travel to Professional, County, or Elected Officials' Organization Meeting/Convention

(County Clerk's Association, TAG, Conference of Urban Counties, TBIC, etc.)

Organization Name: _____

☐

Human Resources/Management/Personal Development Training

("Dealing with Difficult People", stress management, "Be A Better Leader", etc.)

☐

Other: _____

FORM B: Non-County Funded Travel Disclosure Report*

Name: _____

Position Title: _____

Location and dates of travel: _____

Purpose of travel: _____

Source(s) of Travel Funds: _____

If travel was sponsored by a third party, provide the name of the sponsor:

Estimated Amount of Travel Expense(s): _____

Chad Bernaeyge

Traveler's Signature

3-1-2021
Date

Department Head Signature

Date

*Source of funds may include private funds and public funds which are not subject to Commissioners court authority (ie. other governmental funds).

Amended by the El Paso County Commissioners Court on June 17, 2013

Thank you! An invoice will be emailed to you. Please check your spam folders if you do not receive it within one hour.

Step 3 of 3

 Registration Confirmation

Your Registration Summary

Contact Information

Chad Bernaeyge
cbernaeyge@epcounty.com
Attorney, El Paso County Public Defender's Office, TX

✓

Billing Information

Chad Bernaeyge
500 E. San Antonio, Rm 501
El Paso TX 79901 US

Purchases

ITEM	QTY	PRICE
Tyler Connect Virtual Conference	1	\$595.00
	Total:	\$595.00
	Balance Due:	\$595.00 ✓

If you registered with a P.O., Tyler's Accounting Department will send a separate invoice within 30 days. For easier processing, we encourage you to pay by credit card. Send PO

invoices via email to: tyler.events@tylertech.com

Please make all checks payable to: Tyler Technologies, Inc.

Reference line: / Attendee last name(s)



Please send payment to:

Tyler Technologies Inc.

Connect 2021

P.O. Box 203556

Dallas, TX 75320-3556

CONTINUE

PRINT

From: [Kelli Childress](#)
To: [Karen Rivera](#)
Cc: [Rebecca Spencer Tavitas](#)
Subject: Fwd: Training
Date: Wednesday, February 10, 2021 10:41:23 AM

Sorry, I forgot to add you to the cc!

Begin forwarded message:

From: "Betsy C. Keller" <BKeller@epcounty.com>
Date: February 10, 2021 at 10:24:56 AM MST
To: Kelli Childress <KChildress@epcounty.com>, Joel Bishop <JBishop@epcounty.com>
Cc: Rebecca Spencer Tavitas <RTavitas@epcounty.com>, "Maribel G. Ruiz" <MRuiz@epcounty.com>, Luis Martinez <LuMartinez@epcounty.com>, Auditors Travel Training Request <auditorstravel@epcounty.com>
Subject: Re: Training

Approve subject to normal auditor's training review. Thank you! 

Betsy C. Keller, ICMA-CM, SPHR
Chief Administrator
County of El Paso
500 E. San Antonio, Ste 302
El Paso, TX 79901
(915) 546-2215

From: Kelli Childress <KChildress@epcounty.com>
Sent: Wednesday, February 10, 2021 8:29 AM
To: Joel Bishop <JBishop@epcounty.com>; Betsy C. Keller <BKeller@epcounty.com>
Cc: Rebecca Spencer Tavitas <RTavitas@epcounty.com>; Maribel G. Ruiz <MRuiz@epcounty.com>; Luis Martinez <LuMartinez@epcounty.com>
Subject: Training

Good morning.

I'm seeking permission to send Chad Bernaeyge to the Tyler Connect conference in April. It's virtual only, and the registration fee is \$595 for unlimited access.

Thanks,

Kelli