Click on Bookmarks
To View Travel Detail

TRAVEL REGISTER
CC 08/08/2022

VENDOR NAME	DOCUMENT	INVOICE	ACCOUNT DESC	AMOUNT
NICHOLAS GOMEZ	2255414	TA2200762	GF-GADM-TRAVEL/PROF ED	1,002.07
VIVIANA PATINO	2257961	TA2200755	GF-GADM-TRAVEL/PROF ED	20.00
JOSEPH MULLIN	2257962	TA2200756	GF-GADM-TRAVEL/PROF ED	45.58
JOSE GONZALEZ	2257953	CATA2022-08	SR-CASUPP-TRAVEL/PROF ED	604.85
ROSALBA MEDINA	2257823	6/22-6/23	SG-JBSAIMPREST-OPERATING EXP	138.58
Total				**1,811.08**

VP18 ______________

El Paso County Auditor's Office
Voucher Payable Form

Vendor No.: 100561

Voucher Total: $ 138.58

No. of Lines: 1

T/C Hash:

Preparer's Initials:

Single Check (Y/N): Y

Date Entered:

Entered by:

Vendor Name: ROSALBA MEDINA

Travel Reimbursement

Line	Trans.	Amount	Index	Sub-Obj	G/L	Subsidiary
01		138.58	GIMPREST17	600813		
	Reimb for: LAR Strategy Planning Meeting Austin, TX 6/22-6/23/2022					
02						
03						
04						
05						
06						
07						
08						
09						
10						

APPROVED

By Kevin Espinoza Garcia at 12:39 pm, Aug 03, 2022

GRANT FUNDS

Prepared by: Kevin Espinoza Garcia *Kevin J. Espinoza Garcia* Date: 7/22/2022

Approved by: *Yahara Lisa Gutierrez* Date: 8-3-2022

Richard L. Ainsa
Referee
Juvenile Court I

Maria T. Leyva-Ligon
Referee
Juvenile Court II

JUDGE ENRIQUE H. PEÑA JUVENILE JUSTICE CENTER

Yahara Lisa Gutierrez
Judge
65th Judicial District Court

Rosie Medina
Chief
Juvenile Probation Officer

Marc Marquez
Deputy Chief
Juvenile Services and Operations

Albert Mendez
Deputy Chief-Interim
Finance and Support

Ref. No. 07-04 Date: **July 8, 2022**

Mr. Edward A. Dion
County Auditor
County of El Paso
800 E. Overland, Rm. 406
El Paso, Texas 79901

RE: Travel Reimbursement

Dear Mr. Dion:

Please allow reimbursement to **Rosie Medina** in the amount of **$138.58** for costs incurred while attending the **LAR Strategy Planning Meeting in Austin, TX** on **June 22-23, 2022**. Please see the attached travel expense voucher.

Funds exist in account **GIMPREST17-600000-600800-600813**. Please make check payable to **Rosie Medina**.

Thank you for your assistance.

Respectfully,

Rosie Medina
Chief Juvenile Probation Officer
Public Servant

County of El Paso
Travel and Training REIMBURSEMENT Request Form

NAME	Rosie Medina		**DEPARTMENT**	jpd
EVENT	LAR Austin		**DESTINATION**	Austin Texas
DATES	6/22/2022 **TO**	6/23/2022	**FUNDING SOURCE** (Agenda Item Format)	GIMPREST17-600813

		SEPARATE CK / PURCHASING / CREDIT CARD	AMOUNT ADVANCED	ACTUAL EXPENSES	DIFFERENCE / REIMB.
REGISTRATION		342.58		342.58	**0.00**
TRANSPORTATION	AIRFARE	$ ~~342.50~~		$ ~~342.50~~	**0.00**
GROUND TRANSPORTATION	AUTO RENTAL	$ **104.58**		$ **104.58**	**0.00**
GAS					**0.00**
MEAL PER DIEM (DEPARTURE) 75% of full per diem				$ **48.00**	**48.00**
MEAL PER DIEM (EVENT DATES)				$ **64.00**	**64.00**
MEAL PER DIEM (RETURN) 75% of full per diem				48.00	48.00 **0.00**
LODGING		$224.64	$ **224.64**	$ **224.64**	**0.00**
PARKING				$ **42.58**	**42.58**
OTHER					**0.00**
OTHER		671.80			**0.00**
	TOTALS:	~~$671.72~~ **$447.08**	**$224.64**	810.30 **$826.30**	138.58 **$154.58**
	APPROVED AMOUNT: 671.80		~~$671.72~~		
			REIMBURSEMENT AMOUNT:		138.58 **$154.58**

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

EMPLOYEE SIGNATURE	Rosie Medina	**DATE**	7/8/22
DEPARTMENT HEAD SIGNATURE	Rosie Medina	**DATE**	7-12-22

Type text here

El Paso County Travel Justification Form

FORM A: County Funded Travel Disclosure Report

Employee: Rosie Medina Signature: Rosie Medina Date: 07-20-2022
Dept Head: Rosie Medina Signature: Rosie Medina Date: 07-20-2022
Dept : El Paso County JPD Job Title: Chief Juvenile Probation Officer
Travel Funding Source: XCounty _____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: tjjd workgroup

☐ **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: Rosie Medin   Position Title: Chief Juvenile Probation Officer

Location and dates of travel: Austin, Texas 06/22-06/23

Purpose of travel: Attend workgroup with TJJD in State Capitol

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): 826.30

Rosie Medina ______________________ 07-20-2022
Traveler's Signature   Date

Rosie Medina ______________________ 07-20-2022
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).

From: Rosie Medina
To: Carla Dominguez
Subject: RE: LAR Strategy Planning
Date: Thursday, June 9, 2022 8:02:37 AM

Chief Carter from Lubbock wants me to be there on the 22nd for the sunset hearings that start at 9am. Can you please book the morning flight on southwest and book the return on American on the 23rd ? there is a flight leaving at 5 and arriving at 7:27. The return on southwest at 4 wont work cause they said the meeting will end at approximately 3 which is when I would need be at the airport.

From: Carla Dominguez <CaDominguez@epcounty.com>
Sent: Thursday, June 9, 2022 7:49 AM
To: Rosie Medina <RMedina@epcounty.com>
Subject: RE: LAR Strategy Planning

Good morning chief,

There is a flight that day at leaving EP at 5:15am and arriving Austin at 7:50am and departing same day at 4:05pm-4:30pm.
Let me know if that works, the flight after that would depart until 8:15pm from Austin

---

From: Rosie Medina <RMedina@epcounty.com>
Sent: Wednesday, June 8, 2022 9:43 PM
To: Carla Dominguez <CaDominguez@epcounty.com>
Subject: Fwd: LAR Strategy Planning

Carla,

Can you please help me get a flight? If I can fly in and out the same day that would be great if not I will need to fly in on the 22nd for one night. I will also need a rental car. Thanks.

Begin forwarded message:

> **From:** Amy Miller <Amy.Miller@tjjd.texas.gov>
> **Date:** June 8, 2022 at 5:01:35 PM MDT
> **To:** ecockrell <ecockrell@co.jefferson.tx.us>, "Dobbs, Kyle" <Kyle.Dobbs@fortbendcountytx.gov>, "Lynn Hadnot (hhadnot@co.collin.tx.us)" <hhadnot@co.collin.tx.us>, Tina Lincoln <tinalincoln@gmail.com>, Homer Flores <homer.flores@nuecesco.com>, luis leija <luis.leija@calhouncotx.org>, "Shanna Floyd (juvprob100@hotmail.com)" <juvprob100@hotmail.com>, "Carter, William" <WCarter@lubbockcounty.gov>, Melanie Ramsey <mramsey@co.nacogdoches.tx.us>, rworley@smith-county.com, kbrowning@co.upton.tx.us, Rosie Medina <RMedina@epcounty.com>

Cc: Lou Serrano <louis.serrano@tjjd.texas.gov>
Subject: LAR Strategy Planning

Good evening, Chiefs –

This is a save the date notice to let you know the meeting details of TJJD's upcoming LAR Workgroup, which you have agreed to serve on. The first meeting is scheduled to be in person on June 23rd in Austin at the Capitol Building (room to be determined) from 9:00 a.m. to about 3:00 p.m.

For those interested, the Sunset Commission<https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.sunset.texas.gov%2Fsunset-commission-meetings&data=05%7C01%7CRMedina%40epcounty.com%7Cafd3e5b356e34622c99a08da49a2d458%7C5ff86d06d6884f8f96b63ec17810e88c%7C1%7C0%7C637903260948515262%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=1muytg%2Fa%2FyChW9%2BnFaBWNQ1%2BNnR72KmUdvLBzmUjDNk%3D&reserved=0> hearing will be held the day before (June 22nd) beginning at 9:00 a.m. at the Capitol Building Extension, room E1.036.

For hotels in the area, we've had good luck getting GSA rates at Hotel Indigo and Holiday Inn on Red River and sometimes the Doubletree or Hilton Garden Inn on Lavaca. The LaQuinta on Trinity is closest and usually has the GSA rate, but it's an older hotel. As I receive the final details on location, I'll send out an update to this invitation. Please let me know if you need anything else to get set for this meeting.

Have a good evening,
Amy Alese Miller
Director of Probation Services
Office – (512) 490-7982
Cell – (512) 694-5219

From: Southwest Airlines
To: Carla Dominguez
Subject: You"re going to Austin on 06/22 (42AGLD)!
Date: Thursday, June 9, 2022 9:27:55 AM

Here's your itinerary & receipt. See ya soon!

View our mobile site | View in browser

Southwest Airlines

Manage Flight | **Flight Status** | **My Account**

Important COVID-19 notification

Travel notice

REAL ID: Beginning May 3, 2023, TSA will require every Passenger to present a state-issued REAL ID compliant license or identification card, or another acceptable form of ID (such as a U.S. Passport), to fly within the United States.

Hi Rosalba,

We're looking forward to flying together! It can't come soon enough. Below you'll find your itinerary, important travel information, and trip receipt. See you onboard soon!

JUNE 22

ELP AUS

El Paso to Austin

Confirmation # **42AGLD**

Confirmation date: 06/09/2022

PASSENGER	**Rosalba Medina**
RAPID REWARDS #	73288946
TICKET #	5262128510372
EXPIRATION[1]	June 9, 2023
EST. POINTS EARNED	829

Rapid Rewards® points are only estimations.

Your itinerary

Flight: Wednesday, 06/22/2022 Est. Travel Time: **1h 35m** Wanna Get Away®

FLIGHT	DEPARTS	ARRIVES
# 3002	**ELP 05:15**AM El Paso	**AUS 07:50**AM Austin

Payment information

Total cost

Air - 42AGLD

Payment

Mastercard ending in 3381
Date: June 9, 2022

Base Fare	$	138.03
U.S. Transportation Tax	$	10.35
U.S. 9/11 Security Fee	$	5.60
U.S. Flight Segment Tax	$	4.50
U.S. Passenger Facility Chg	$	4.50
Total	**$**	**162.98**

Payment Amount: $162.98

Fare rules: If you decide to make a change to your current itinerary it may result in a fare increase.

Your ticket number: 5262128510372

All your perks, all in one place. (Plus a few reminders.)

Wanna Get Away® fare: Your two bags fly free®[2], no change[3] or cancel[4] fees, and 6X Rapid Rewards® points. Learn more.

Make sure you know when to arrive at your airport. Times vary by city.

If your plans change, cancel your reservation at least 10 minutes before the original scheduled departure time of your flight to receive a flight credit.[6] If you don't cancel your reservation in time, your funds will be forfeited.

Prepare for takeoff

Use our app to make changes to your trip, get a boarding pass, & more.

Get it on Google Play

Don't miss out on automatic check-in

EarlyBird Check-In® reserves your boarding position at 36 hours before your flight, earlier than regular check-in.

From: American Airlines
To: Carla Dominguez
Subject: Your trip confirmation (AUS - ELP)
Date: Thursday, June 9, 2022 9:36:59 AM

Type text here

Issued: June 9, 2022

Your trip confirmation and receipt

Record Locator: BYKJAU

We charged $179.60 to your card ending in 3381 for your ticket purchase.

You can check in via the American app 24 hours before your flight and get your mobile boarding pass. Get the app and save time at the airport.

Manage your trip

Thursday, June 23, 2022

AUS
5:00 PM
Austin
AA 1064

DFW
6:09 PM
Dallas/Fort Worth

Seat: 23A
Class: Economy (S)
Meals:

DFW
6:50 PM
Dallas/Fort Worth
AA 555

ELP
7:27 PM
El Paso

Seat: 25F
Class: Economy (S)
Meals:

Your purchase

ROSALBA MEDINA

Join the AAdvantage® Program

New ticket Ticket #: 0012433864142 [$145.12 + Taxes and fees $34.48]	$179.60
Total	**$179.60**
Total cost (all passengers)	**$179.60**

Your payment

Credit Card (MasterCard ending 3381)	$179.60
Total paid	**$179.60**

Bag information

Checked bags

Online*		**Airport**	
1st bag	2nd bag	1st bag	2nd bag
$30.00	$40.00	$30.00	$40.00

DISCOVER

ROSALBA MEDINA
Acct. Ending 2875
3865 CALLE ARRIBA, LAS CRUCES, NM, 88012--7935
(000)000-0000

Transaction Details

Trans. Date	Description	Amount	Category
06/23/22	EPIA PARKING	$ 14.00	PROCESSING

EPIA PARKING

6701 CONVAIR RD, EL PASO, TX, 79925

I don't recognize a pending transaction. What steps should I take?

If the transaction is currently pending, we are unable to open a dispute investigation until it has posted to your account. Transactions normally post to your account within 1-3 days, but in some instances may take up to 8 days to post. If there is a joint cardmember or authorized user on your account, check with them to see if the transaction was made by them. You may also try contacting the merchant directly to see if they can provide clarification or assistance. If you are unable to reach a resolution directly with the merchant after the transaction has posted, you can initiate a dispute or contact Customer Service. If you have encountered multiple unrecognized transactions, or suspect your account may have been compromised, please call 1-800-DISCOVER for further assistance.

Why do certain purchases, like gas or hotel charges, show as a $1 pending transaction?

Some merchants run a pre-authorization on your card before putting through the official transaction. This is to ensure the card information provided is valid and active. Please be assured that the charge will post for the actual purchase amount and the authorization will drop off within 10 days of the transaction date.

From:	Rosie Medina
To:	Carla Dominguez
Subject:	Fwd: Premium Parking Receipt at P3038 - DoubleTree by Hilton
Date:	Wednesday, June 22, 2022 8:14:13 AM

Begin forwarded message:

From: Premium Parking <noreply@premiumparking.com>
Date: June 22, 2022 at 8:47:32 AM CDT
To: Rosie Medina <RMedina@epcounty.com>
Subject: Premium Parking Receipt at P3038 - DoubleTree by Hilton

You don't often get email from noreply@premiumparking.com. Learn why this is important

Receipt at P3038 - DoubleTree by Hilton for $28.58

- **Location:** P3038
- **Property name:** DoubleTree by Hilton
- **Address:** 1617 N Interstate Hwy 35 North, Austin, TX
- **Confirmation Number:** 18276589
- **Amount:** $28.58
- **Duration:** 1 day and 12 hours
- **Start:** 06/22/2022 8:42 AM (CDT)
- **End:** 06/23/2022 8:42 PM (CDT)
- **Vehicle:** Texas, HHC9915
- **Source:** Camerapay
- **Payment Method:** Discover 2875

If you wish to extend your session, please do so using the Premium Parking Mobile App.
If you don't already have the app, download here.

If you have any questions please contact
support@premiumparking.com or call 844-236-2011.

Customer Service Center
support@premiumparking.com
(844) 236-2011

From:	Andres Chavez (Purchasing)
To:	Carla Dominguez
Cc:	Rosie Medina; Blanca E. Guereca; Edwin Morales; Erika Lizalde; Maribel G. Ruiz
Subject:	FW: Reservation Confirmation: ROSALBA, your Avis reservation #34190066US1 at Austin Bergstrom Intl Airport,AUS is confirmed
Date:	Friday, June 10, 2022 9:33:33 AM
Attachments:	image001.png image002.png

Good Morning,

Below is your car rental confirmation. If there are any changes let me know.

Andres Chavez / Administrative Specialist, Intermediate
andchavez@epcounty.com
El Paso County Purchasing
Office: 915.546.2048 Ext. 3129 / Fax: 915.546.8180
800 E. Overland Ste. 300El Paso, Texas 79901
http://www.epcounty.com

From: Avis <avis@e.avis.com>
Sent: Friday, June 10, 2022 9:32 AM
To: Andres Chavez (Purchasing) <ANDCHAVEZ@EPCOUNTY.COM>
Subject: Reservation Confirmation: ROSALBA, your Avis reservation #34190066US1 at Austin Bergstrom Intl Airport,AUS is confirmed

View In Browser
Add avis@e.avis.com to your Address Book.

Avis

Reservations Locations Offers Car Sales Customer Service

SAVE 10% WITH OUR ROAD TRIP PACKAGE!

10% OFF

e-Toll Unlimited

SiriusXM® Satellite Radio

ADD TO MY RENTAL

Easily split corporate and personal travel expenses between two credit cards with Split My Bill. Learn more.

SAVE TIME AT THE COUNTER

Great news! Your upcoming Avis reservation is eligible for Digital Check-In.
Check-In now and save time at the counter.

CHECK-IN NOW

Thank you ROSALBA, your car has been reserved.

CONFIRMATION NUMBER

34190066US1

Modify/Cancel This Reservation

PICK UP

Wed Jun 22, 2022 at 08:00 AM

DROP OFF

Thu Jun 23, 2022 at 05:00 PM

YOUR CAR

Toyota Camry or similar
Mileage: Unlimited
Automatic Transmission

ESTIMATED TOTAL

$104.58

Base Rate:	**$66.00**
Rental Options:	**$0.00**
Protections/Coverages:	**$0.00**
Surcharges/Fees:	**$24.94**
Concession Recovery Fee (11.11%) :	$7.74
Customer Facility Charge 6.75/day:	$13.50
Vehicle License Fee 1.85/day:	$3.70
Taxes:	**$13.64**

View complete summary of charges

PICK UP LOCATION

Austin Bergstrom Intl Airport,AUS
3819 Presidential Boulevard, (Main Terminal)
Austin, TX 78719 US
(1) 512-356-3510
Sun - Fri 8:00 AM - 11:00 PM; Sat 8:00 AM - 10:00 PM

DROP OFF LOCATION

Austin Bergstrom Intl Airport,AUS
3819 Presidential Boulevard, (Main Terminal)
Austin, TX 78719 US
(1) 512-356-3510
Sun - Fri 8:00 AM - 11:00 PM; Sat 8:00 AM -

10:00 PM

Car Sales

Identity Verification Requirements

This reservation was made using a corporate AWD (Avis Worldwide Discount Code) that requires validation of eligibility. Please be prepared to produce your company ID, business card, or a recent email with the company's email domain (e.g. @xyzcompany.com) for employment verification purposes when picking up your vehicle.
Please note: Avis does not accept digital driver's licenses for rental. Please bring a hard copy of your driver's license at the time of rental.

HELPFUL TIPS

- Please bring your valid driver's license when you pick up the vehicle. If your driver's license is not issued in the US, then you must present your passport in addition to your driver's license.
- This location offers after hours key drop service. Please contact the location for additional details.
- A credit card is required in order to pick up the vehicle. Avis accepts most major credit cards. At the time of the rental, we will request an authorization (hold) on your credit card for the estimated rental charges.
- If you are planning to use a debit card, please read our debit card terms and conditions for more information about the use of these types of cards. When using debit cards at airport locations, proof of a return flight that coincides with the rental must be shown.
- If during your rental you connect or pair your mobile device with the car (for instance via Bluetooth® or USB port), please unpair your device and delete any personal data stored on the car's infotainment system upon returning the car.
- Modify/Cancel This Reservation
- View full terms & conditions

FY 2022 Per Diem Rates for Austin, Texas

I'm interested in:

Lodging by month (excluding taxes) | October 2021 - September 2022

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

Primary Destination	County	2021 Oct	Nov	Dec	2022 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Austin	Travis	$158	$140	$140	$140	$161	$161	$161	$161	$161	$131	$131	$158

Meals & Incidentals (M&IE) Breakdown

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Austin	Travis	$64	$14	$16	$29	$5	$48.00

I'm interested in:

Savanah Pedroza

From:	Carla Dominguez
Sent:	Thursday, June 9, 2022 12:54 PM
To:	Stephanie Salas
Subject:	FW: Expedia travel confirmation - Thu, Jun 23. - (Itinerary # 72320467279635)

From: Expedia.com <Expedia@expediamail.com>
Sent: Thursday, June 9, 2022 12:11 PM
To: Carla Dominguez <cadominguez@epcounty.com>
Subject: Expedia travel confirmation - Thu, Jun 23. - (Itinerary # 72320467279635)

You don't often get email from expedia@expediamail.com. Learn why this is important

Thank you, Rosalba! Your booking is confirmed.

Itinerary # 72320467279635

View full itinerary

Download to your phone

Traveler details

Adults, 2

DoubleTree by Hilton Austin - University Area

1617 Interstate Hwy 35 N, Austin, TX, 78702 United States of America

Check-in	**Check-out**
Thu, Jun 23	Fri, Jun 24
Check-in time starts at 3 PM	noon

Learn about this property's cleaning and safety practices before your trip begins.

Accommodation details

You booked **1 room**.

Standard King Room

View special requests in your itinerary

All special requests (such as in-room amenities, bed type, and smoking preference) are shared with the hotel, but requests are not guaranteed and may incur additional charges. We recommend you confirm them directly with the hotel before travel.

Manage Booking

Change, cancel, support.

Travel confidently with the Expedia app

Manage your plans and make trip updates on the fly - wherever the journey takes you. Explore the app

Price Summary

Accommodation 1	**$224.64**
1 night	$192.00
Taxes & Fees	$32.64

Total	**$224.64**

Collected by Expedia

Unless specified otherwise, rates are quoted in US dollars.

View Receipt

Important Information

Additional property fees

These fees and deposits only apply if they are not included in your selected room rate.

The price DOES NOT include any applicable hotel service fees, charges for optional incidentals (such as minibar snacks or telephone calls), or regulatory surcharges. The hotel will assess these fees, charges, and surcharges upon check-out.

You'll be asked to pay the following charges at the property:

- Deposit: USD 25 per night
- Breakage deposit: USD 50 per stay

We have included all charges provided to us by the property.

Rules and restrictions

For rules and restrictions please view your full itinerary.

Cancellations and changes

The room/unit type and rate selected are non-refundable. Should you change or cancel this reservation for any reason, your payment will not be refunded.
No refunds will be issued for late check-in or early check-out.
Stay extensions require a new reservation.

We understand that sometimes plans fall through. We do not charge a cancel or change fee. When the property charges such fees in accordance with its own policies, the cost will be passed on to you. DoubleTree by Hilton Austin - University Area charges the following cancellation and change fees.

Guest charges and accommodation capacity

E# 112279

County of El Paso
Travel and Training ADVANCE Request Form

NAME	Jose Gonzlaez			**DEPARTMENT**	County Attorney
EVENT	Adv. Family Law Child Abuse & Neglect Workshop 2022			**DESTINATION**	San Antonio, TX
DATES	08/09/22	**TO**	08/10/22	**FUNDING SOURCE (Agenda Item Format)**	SR-CASUPP-TRAVEL/PROF ED

		SEPARATE CK / PURCHASING	COUNTY CREDIT CARD	ADVANCE	TOTAL AMOUNT
REGISTRATION - If separate check, please include completed Registration Form				$ 110.00	110.00 ✓
TRANSPORTATION	AIRFARE			$ 228.97	228.97 ✓
SHUTTLE, TAXI, SHARE RIDE				$ 22.00	22.00 ✓
CAR RENTAL (IF APPROVED)					0.00
GAS					0.00
MEAL PER DIEM (DEPARTURE) 75% of full per diem				$ $48.00 ~~49.25~~	$48.00 ~~49.25~~
MEAL PER DIEM (EVENT DATES)				$ -	0.00
MEAL PER DIEM (RETURN) 75% of full per diem				$48.00 $ ~~49.25~~	$48.00 ~~49.25~~
LODGING				$ 147.88	147.88 ✓
PARKING					0.00
OTHER					0.00
OTHER					0.00
OTHER				$604.85	$604.85 0.00
TOTALS:		$ -	$ -	$ ~~607.35~~	~~$607.35~~

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

Will any funds be reimbursed by another entity? YES/NO What entity?

EMPLOYEE SIGNATURE	Jose [signature]	**DATE**	7/25/2022
DEPARTMENT HEAD SIGNATURE	E Sosa	**DATE**	7/25/2022

FOR AUDITOR'S OFFICE USE ONLY

- [ ] Checklist
- [ ] Justification Form
- [ ] Employee Agreement
- [ ] Expenditure Voucher for Previous Travel
- [ ] Cummulative Travel less than $4,000

VENDOR NUMBER: ____________

REVIEWED BY: ____________

APPROVED BY: ____________

REVIEWED
APPROVED
08/03/22
EL

El Paso County Travel Justification Form

Employee: Jose Gonzalez — Signature: — Date: 7/25/2022

Dept. Head: Jo Anne Bernal — Signature: — Date: 7/25/2022

Dept: County Attorney's Of — Job Title: Sr. Division Chief

Travel Funding Source: ____ County ____ Grant ____ Other

Will any funds be reimbursed by another entity? ____

Travel Account No: — Balance Remaining for FY ____

Purpose: (check one)

[ ] **Statutorily Required Training to Hold Elective Office**

Statue Refrence:

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 cours? ____

Please provide documentation for hours needed.

[X] **Professional or Technical Training to Maintain License/Certification**

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

My effective office requires 15 number of training hours annually.

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

Estimated hours to be obtained from this cours? 6.25 hours

[ ] **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, <u>Including Grant Application Advocacy</u>**

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
Travel and Training ADVANCE Request Form

TA 080822

NAME	Nicholas Gomez emp #112021			**DEPARTMENT**	Constable 6
EVENT	Ballistic Shield			**DESTINATION**	San Marcos
DATES	8/10/2022	**TO**	8/12/2022	**FUNDING SOURCE** (Agenda Item Format)	County

	SEPARATE CK / PURCHASING	**CREDIT CARD**	**ADVANCE**	**TOTAL AMOUNT**
REGISTRATION - If separate check, please include completed Registration Form			$ 454.00	454.00
TRANSPORTATION				0.00
GROUND TRANSPORTATION				0.00
GAS				0.00
MEAL PER DIEM (DEPARTURE) 75% of full per diem 8/10			$ ~~48.00~~ $44.25	~~48.00~~
MEAL PER DIEM (EVENT DATES) 8/11			$ $59.00 ~~128.00~~	~~$118.00~~ 59.00 ~~128.00~~
MEAL PER DIEM (RETURN) 75% of full per diem 8/12			$ ~~48.00~~ $44.25	~~48.00~~
LODGING			$ 400.57	400.57
PARKING				0.00
OTHER			$1,002.07	0.00 $1,002.07
TOTALS:	$ -	$ -	$ ~~1,078.57~~	~~$1,078.57~~

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http://www.epcounty.com/auditor/forms/Travel_and_Training_Policy_102416.pdf

EMPLOYEE SIGNATURE	[signature]	**DATE** 7-14-22
DEPARTMENT HEAD SIGNATURE	[signature]	**DATE** 7-15-22

* No meals provided.

2 days @ $59 = $118.00

COUNTY AUDITORS OFFICE
REVIEWED AND APPROVED
JUL 29 2022
BY Maribel R.

County of El Paso
Travel EXPENDITURE VOUCHER

NAME	Viviana Patino emp# 104639			**DEPARTMENT**	**Public Defender's**
EVENT	5th Annual Advanced Child Proction Law			**DESTINATION**	**Houston, TX**
DATES	3/24/2021	**TO**	3/25/2022	**FUNDING SOURCE (Agenda Item Format)**	GADM-TRAVEL/PROF ED

		SEPARATE CK / PURCHASING / CREDIT CARD	AMOUNT ADVANCED	ACTUAL EXPENSES	DIFFERENCE
REGISTRATION			$ 220.00	$ 220.00	0.00
TRANSPORTATION	AIRFARE		$ 197.95	$ 197.95	0.00
GROUND TRANSPORTATION					0.00
GAS					0.00
MEAL PER DIEM (DEPARTURE) 75% of full per diem			$ 51.75	$ 51.75	0.00
MEAL PER DIEM (EVENT DATES)			$ 69.00	$ 69.00	0.00
MEAL PER DIEM (RETURN) 75% of full per diem			$ 39.00	$ 39.00	0.00
LODGING			$ 301.86	$ 301.86	0.00
PARKING				$ ~~28.00~~ $20.00	~~28.00~~ $20.00
OTHER					0.00
OTHER					0.00
	TOTALS:	$ -	$879.56	~~$907.56~~ $899.56	~~$28.00~~
CHECK No.		**APPROVED AMOUNT:**	$879.56		$20.00
Deposit Warrant No.			**REFUND TO THE COUNTY:**		~~$28.00~~

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

EMPLOYEE SIGNATURE	[signature]	**DATE**	4/1/2022
DEPARTMENT HEAD SIGNATURE	[signature]	**DATE**	4/4/22

COUNTY AUDITORS OFFICE
REVIEWED AND APPROVED
AUG 02 2022
BY Maribel R.

County of El Paso
Travel EXPENDITURE VOUCHER

CCO 08/08/22

NAME	Joseph Mullin emp #115039			**DEPARTMENT**	**Public Defender's**
EVENT	5th Annual Advanced Child Proction Law			**DESTINATION**	**Houston, TX**
DATES	3/24/2021	**TO**	3/25/2022	**FUNDING SOURCE** (Agenda Item Format)	GADM-TRAVEL/PROF ED

		SEPARATE CK / PURCHASING / CREDIT CARD	AMOUNT ADVANCED	ACTUAL EXPENSES	DIFFERENCE
REGISTRATION			$ 245.00	$ 245.00	0.00
TRANSPORTATION	AIRFARE		$ 197.95	$ 197.95	0.00
GROUND TRANSPORTATION				$ 25.58	25.58
GAS					0.00
MEAL PER DIEM (DEPARTURE) 75% of full per diem			$ 51.75	$ 51.75	0.00
MEAL PER DIEM (EVENT DATES)			$ 69.00	$ 69.00	0.00
MEAL PER DIEM (RETURN) 75% of full per diem			$ 39.00	$ 39.00	0.00
LODGING			$ 301.86	$ 301.86	0.00
PARKING				$ 20.00	20.00
OTHER					0.00
OTHER					0.00
	TOTALS:	$ -	$904.56	$950.14	$45.58
CHECK No.	**APPROVED AMOUNT:**		$904.56		
Deposit Warrant No.			**REFUND TO THE COUNTY:**		$45.58

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http://www.epcounty.com/auditor/forms/Travel_and_Training_Policy_102416.pdf

EMPLOYEE SIGNATURE	/s/Joseph Mullin	**DATE**	4/4/22
DEPARTMENT HEAD SIGNATURE	[signature]	**DATE**	4/4/22

COUNTY AUDITORS OFFICE
REVIEWED AND APPROVED
AUG 02 2022
BY Maribel R.

E# 112279

County of El Paso
Travel and Training ADVANCE Request Form

NAME	Jose Gonzlaez			**DEPARTMENT**	County Attorney
EVENT	Adv. Family Law Child Abuse & Neglect Workshop 2022			**DESTINATION**	San Antonio, TX
DATES	08/09/22	**TO**	08/10/22	**FUNDING SOURCE** (Agenda Item Format)	SR-CASUPP-TRAVEL/PROF ED

		SEPARATE CK / PURCHASING	COUNTY CREDIT CARD	ADVANCE	TOTAL AMOUNT
REGISTRATION - If separate check, please include completed Registration Form				$ 110.00	110.00
TRANSPORTATION	AIRFARE			$ 228.97	228.97
SHUTTLE, TAXI, SHARE RIDE				$ 22.00	22.00
CAR RENTAL (IF APPROVED)					0.00
GAS					0.00
MEAL PER DIEM (DEPARTURE) 75% of full per diem				$ $48.00 ~~49.25~~	$48.00 ~~49.25~~
MEAL PER DIEM (EVENT DATES)				$ -	0.00
MEAL PER DIEM (RETURN) 75% of full per diem				$ $48.00 ~~49.25~~	$48.00 ~~49.25~~
LODGING				$ 147.88	147.88
PARKING					0.00
OTHER					0.00
OTHER					0.00
OTHER				$604.85	$604.85 0.00
	TOTALS:	$ -	$ -	$ ~~607.35~~	~~$607.35~~

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http://www.epcounty.com/auditor/forms/Travel_and_Training_Policy_102416.pdf

Will any funds be reimbursed by another entity? YES/NO What entity?

EMPLOYEE SIGNATURE	Jose	**DATE** 7/25/2022
DEPARTMENT HEAD SIGNATURE	E Sosa	**DATE** 7/25/2022

FOR AUDITOR'S OFFICE USE ONLY

- ☐ Checklist
- ☐ Justification Form
- ☐ Employee Agreement
- ☐ Expenditure Voucher for Previous Travel
- ☐ Cummulative Travel less than $4,000

VENDOR NUMBER: ____________

REVIEWED BY: ____________

APPROVED BY: ____________

REVIEWED
APPROVED
08/03/22
EL

El Paso County Travel Justification Form

Employee: Jose Gonzalez Signature [signature] Date: 7/25/2022
Dept. Head: Jo Anne Bernal Signature [signature] Date: 7/25/2022
Dept: County Attorney's Of Job Title: Sr. Division Chief

Travel Funding Source: ____ County ____ Grant ____ Other
Will any funds be reimbursed by another entity? ____
Travel Account No: Balance Remaining for FY ____

Purpose: (check one)

[ ] **Statutorily Required Training to Hold Elective Office**
Statue Refrence:
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 cours? ____
Please provide documentation for hours needed.

[X] **Professional or Technical Training to Maintain License/Certification**
(peace officers, attorneys, CPAs, technical certifications, etc.)
My effective office requires 15 number of training hours annually.
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[ ] **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, <u>Including Grant Application Advocacy</u>**
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: ____