


Memo

Fort Bend County Sheriff's Office Patrol Division



To: Kristen Rouse, Finance, Fort Bend County Sheriff's Office

 From: Steve Holtz, Captain, Patrol Division, Fort Bend County Sheriff's Office

CC:

Date: 10-27-2014

Re: Invoice 2866 "Services without Purchase Order"

Deputy Phillip McGuigan unexpectedly resigned from the K9 program leaving us with a dog and no handler. McGuigan's K9 Kaja was sent to USK9 for kenneling, however, all active training stopped during this phase. An immediate search began to replace McGuigan and restart Kaja's training. Deputy Daniel Tondera was selected as the new K9 handler, and in an effort to restart training as quickly as possible he was send to training at USK9 before a "purchase order" for the services was obtained.