



FORT BEND COUNTY SHERIFF'S OFFICE
COMMISSIONERS COURT AGENDA REQUEST FORM



Date: 12/9/2014

Requested By: Captain Brownfield

Funding Source: 100560112

Requested Agenda Item: Out of State Travel

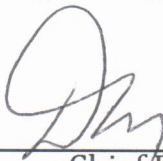
Justification for Request: PREA Coordinator Sergeant Kovar to Long Beach, California to attend
PREA Workshops at the ACA 2015 Winter Conference.

Approved: _____

Disapproved: _____

Director of Operations / Major Goodfellow: _____

Date: 122214



 Chief Deputy Marcaurele



FORT BEND COUNTY SHERIFF'S OFFICE
COMMISSARY PURCHASE REQUEST FORM



Date: 12/10/2014

Requested By: Captain Brownfield

Item Requested: Reimbursement

Vendor: Jeff Kovar

Estimated Cost: \$240.00

Justification for Request:

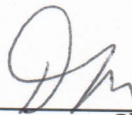
Per Diem for ACA 2015 Winter Conference - Long Beach, California
February 07, 2015 - February 11, 2015

Approved: _____

Disapproved: _____

Director of Operations / Major Goodfellow: _____

Date: 12 22 14


Chief Deputy Marcaurele



FORT BEND COUNTY SHERIFF'S OFFICE



Conference Cost Summary Sheet

Conference: ACA 2015 Winter Conference

Conference Location: Long Beach, California

Funding Source: 100560112 - Commissary

Attendees: 1- Jeff Kovar

Registration Fees: \$270.00 + \$35.00 = \$305.00

Hotel: 4 nights - \$205.85 x 4 nights = \$823.20 approximately

Per Diem: 5 days - \$240.00

Airline: round trip - \$178.70 approximately

(Flight cost will vary depending on when the reservation is made)

Estimated Cost Total: \$1,546.40



**ACA's 2015 Winter Conference
February 6-11, 2015
Long Beach Convention and Entertainment Center
Long Beach, California**

Schedule At A Glance

Friday, February 6

Attendee and Exhibitor Registration
ACA Standards Committee Meeting
CCHA Meeting
Health Care Welcome Reception

Saturday, February 7

Attendee and Exhibitor Registration
Chapter, Affiliate, and Committee Meetings
ACA Workshops
Accreditation Panel Hearings
Health Care Special Session and Luncheon

Sunday, February 8

Attendee and Exhibitor Registration
Chapter, Affiliate, and Committee Meetings
ACA Workshops
Accreditation Panel Hearings
Board of Governors' Meeting
Exhibit Hall Open House Reception

Monday, February 9

Attendee and Exhibitor Registration
Chapter, Affiliate, and Committee Meetings
ACA General Session
Exhibit Hall Open
Accreditation Luncheon (CAC Ticket Required)
Plenary Session/Town Hall Meeting
ACA Workshops

Tuesday, February 10

Attendee and Exhibitor Registration
Chapter, Affiliate, and Committee Meetings
ACA Auditor Training Session
ACA Workshops
Exhibit Hall Open – Grand Prize Drawing
Annual Luncheon
Delegate Assembly Meeting

Wednesday, February 11

ACA Workshops

Subject to Change.

Last Updated August 25, 2014

JOIN ACA TODAY!

Join online at www.aca.org and pay with your credit card. Or, fill out and return the completed registration form and payment to ACA, Attention: Membership, 206 N. Washington St., Suite 200, Alexandria, VA 22314.

Membership Categories (Check One)					
U.S. & U.S. Territories Dues			International Dues		
	1 Year	3 Years		1 Year	3 Years
<input checked="" type="checkbox"/> Professional I	\$35	\$99	<input type="checkbox"/> Professional I	\$75	\$215
<input type="checkbox"/> Professional II	\$75	\$215	<input type="checkbox"/> Professional II	\$110	\$320
<input type="checkbox"/> Executive Gold	\$100	\$290	<input type="checkbox"/> Executive Gold	\$150	\$440
<input type="checkbox"/> Organizational	\$300		<input type="checkbox"/> Organizational	\$390	
<input type="checkbox"/> Supporting Patron	\$350		<input type="checkbox"/> Supporting Patron	\$440	
<input type="checkbox"/> Associate	\$25				

Optional:
 Yes, I would like to join the Healthcare Professional Interest Section (H-PIS) for an additional \$25

Member Information:

****In order to process your application accurately, all of the following fields must be provided.**

Please check one Home Work

First Name: Jeff Last Name: Kovar

Address: 1410 Williams Way

City: Richmond State: TX ZIP Code: 77469

Telephone: 832-473-2916 Email: jeff.kovar@fortbendcountytx.gov

Facility or Organization: Fort Bend County Sheriff's Office

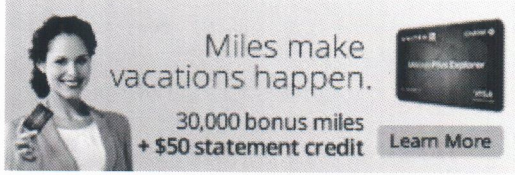
Area of Corrections: _____

**If applicable, please choose Dual Chapter Membership: _____

Payment Method
<input type="checkbox"/> Check/Money Order Enclosed- Payment must be made to: ACA- Attention: Membership 206 N. Washington St., Suite #200 Alexandria, VA 22314
<p><i>A \$25 fee will be charged for returned checks/electronic transactions.</i></p>
Credit Card: <input type="checkbox"/> American Express <input type="checkbox"/> Diners Club <input type="checkbox"/> Discover <input type="checkbox"/> Mastercard <input type="checkbox"/> Visa
Card Number: _____
Exp. Date: ____/____/____ Security Code: _____
Signature: _____ Date: ____/____/____

Review Trip Itinerary

Fare Details	
1 Adult (18-64)	\$152.00
Additional <u>Taxes/Fees</u>	\$26.70
Total	\$178.70



Total Ticket Price	\$178.70
Card Statement Credit	-\$50.00
Total After Statement Credit	\$128.70

Flexible Fare for \$1,104.00 more

Choose this fare to take advantage of additional flexibility:

- Lowest-available refundable fare
- Fee-waived same-day flight changes (when available)
- Change fees and cancellation fees may apply
- Advance purchase may be required

[Increase Ticket Flexibility](#)

Upgrade to First for \$511.98 more

Choose this fare and enjoy these additional benefits:

- Wider seats with extra legroom
- Complimentary beer, wine and spirits
- Upgraded meals and snacks, when offered
- At least two standard-sized checked bags up to 70 lbs. with all fees waived
- MileagePlus bonus Premier qualifying miles
- Premier Access travel services, including priority check-in, security checkpoint lanes (where available), boarding and baggage handling

[Upgrade](#)

Flight Details				
Sat., Feb. 7, 2015 Houston, TX (IAH - Intercontinental) to Los Angeles, CA (LAX)				
Depart: 1:20 p.m. Sat., Feb. 7, 2015 Houston, TX (IAH - Intercontinental)	Arrive: 3:04 p.m. Sat., Feb. 7, 2015 Los Angeles, CA (LAX)	Travel Time: 3 hr 44 mn	Distance: 1,379 miles	Flight: UA207 Aircraft: Boeing 757-200 Fare Class: United Economy (N) Meal: Meals for Purchase No Special Meal Offered.
Wed., Feb. 11, 2015 Los Angeles, CA (LAX) to Houston, TX (IAH - Intercontinental)				
Depart: 12:53 p.m. Wed., Feb. 11, 2015 Los Angeles, CA (LAX)	Arrive: 6:00 p.m. Wed., Feb. 11, 2015 Houston, TX (IAH - Intercontinental)	Travel Time: 3 hr 7 mn	Distance: 1,379 miles	Flight: UA1499 Aircraft: Boeing 757-300 Fare Class: United Economy (N) Meal: Meals for Purchase No Special Meal Offered.
> View Rules and Restrictions > Additional bag charges may apply > Change Flights or Start New Search				

Kovar

Purchase Options

Purchase your ticket now.

Hold this itinerary and fare by purchasing **FareLock today starting at \$6.99.**

Account Sign In (Optional):

MileagePlus Number or Username: PIN or Password:

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[Forgot Your PIN?](#) | [Forgot Password?](#)

[Remember Me](#)

Continue Without Signing In

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*Miles shown are the actual miles flown for this segment. Mileage accrued will vary depending on the terms and conditions of your frequent flyer program. United MileagePlus mileage accrual is subject to the rules of the MileagePlus program and, as provided therein, mileage will be credited in accordance with the terms and conditions of the MileagePlus Program in effect at the time of travel, not at the time air travel is purchased, booked or reserved, and accordingly miles may not be awarded for some tickets or miles may be awarded in an amount fewer than shown.

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Rader, Angel

From: Kovar, Jeff
Sent: Friday, December 05, 2014 11:37 AM
To: Rader, Angel
Subject: Fwd: ACA Conference
Attachments: image001.jpg

See below. Captain wanted me to send you this justification. Thanks.

Sent from my iPhone

Begin forwarded message:

From: "Elster, Melissa" <Melissa.Elster@fortbendcountytx.gov>
Date: December 5, 2014 at 11:26:12 AM CST
To: "Kovar, Jeff" <Jeff.Kovar@fortbendcountytx.gov>
Cc: "Brownfield, Jule" <Jule.Brownfield@fortbendcountytx.gov>
Subject: RE: ACA Conference

Good Morning Sgt. Kovar,

Commissary funds may be utilized for the PREA conference you have described below which will benefit the well-being of the inmates.

Please let me know if you have any questions.

Thank you,
Melissa

From: Kovar, Jeff
Sent: Thursday, December 04, 2014 2:21 PM
To: Elster, Melissa
Cc: Brownfield, Jule
Subject: ACA Conference

Melissa,

The American Correctional Association has their winter conference coming up from February 6, 2014 to February 11, 2014. There are many workshops related to PREA, and I was wondering if the auditor's office had any issue with my travel expenses being paid through the Inmate Commissary account. In addition to these classes, I am also going to try to attend some of the re-entry program workshops. I have attached a copy of the list of workshops and highlighted those pertaining to PREA. As the PREA Compliance Manager, one of my main responsibilities is ensuring the Sheriff's Office maintains PREA Compliance and follows Federal PREA Standards. Please let me know what you think. Thank you.