



May 22, 2015

Back up to Agenda Request 18011 – June 2, 2015

Two employees from the Public Health Preparedness program attended the Texas Emergency Management and Homeland Security Conference in San Antonio, TX, May 12-15.

The travel was planned close to the date of the conference and the employees were unable to obtain two rooms lodging in the conference hotels at a negotiated rate of \$115 per person per night.

The employees found lodging in the area at the Hyatt Place, Riverwalk at the hotels stated "Government Rate" for \$125 per night. The employees believed this to be the same as the "State Rate". In fact this hotel does not have a negotiated state rate.

Request is for approval to pay the hotel for the additional \$10 per night per employee (total \$60) for the difference between the \$115 per night which falls within the County Travel Policy and the \$125 per night which the hotel charged for these three nights.