

**Approve variance to the Fort Bend County Travel Policy to allow air travel purchase for out of State travel for Jayashree Khumar from Memphis Tennessee to Fort Bend County, TX., from August 5<sup>th</sup>, 2024 - to approximately August 9<sup>th</sup> 2024, to assist during a court proceeding. (Fund: Travel)**

Interpreter needed for Language Other than Spanish – Tamil

The Language Access Office has been asked to retain the services of a team of Tamil interpreters for a trial scheduled for August 6<sup>th</sup>, 2024 in County Court at Law No. 1.

Language Access has been able to locate one Qualified Tamil interpreter in our area, however as our policy indicates, we must provide a team of two interpreters for trials to assure due process to litigants. The second Tamil interpreter will be traveling from Tennessee. This trial is set to last 3 full days, however this window is an estimate.

Please authorize airfare, hotel accommodations and transportation for this interpreter.

Travel for Tamil Interpreters – Trial Interpreter: **Jayashree Kumar**

Reason	Trial	County Court at Law No. 1
Date	08/06	1. 08/08
Duration	3 full days – or duration of trial	Trial starts on 8/6, FLIGHT WILL HAVE TO BE SCHEDULED FROM 8/5 to 8/9
Interpreters traveling	1	<b>Jayashree Kumar</b>
Flight -*	08/05/2024 Until approximately 08/09/2024	From Memphis Tennessee to Houston, Texas (ROUNDTRIP)
Hotel *	\$122/night	
Transportation	Enterprise.	
Perdiem	\$70 per day	TRAVEL DAY \$52.50