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COUNTY JUDGE

Fort Bend County, Texas

Robert E. Hebert
County Judge

(281) 341-8608
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October 6, 2009

Jack Colley, Chief
Division of Emergency Management
Office of the Governor
P.O. Box 4087
Austin, Texas 78773-0220

Reference: Out of State Travel Authorization

Dear Chief Colley,

I am requesting approval for Janette Walker, Fort Bend County Senior Planning Coordinator, and Terrance Harris, Fort Bend County Technical Support Specialist, to attend the WebEOC Admin and Process Flow courses at ESI University in Atlanta, Georgia. We would like to fund this travel through the 2007 Regional Planning Coordination Grant.

Class: WebEOC Administrative and Process Flow Course
Location: ESI University, Atlanta, Georgia
Dates: October 20-22, 2009
Attendees: Janette Walker and Terrance Harris
Estimated Cost: Approximately \$4,640

The classes cover WebEOC administrator skills, basic board building and the implementation and application of WebEOC to an organization's multifunctional information process. Authorization for travel to this training will be appreciated.

Sincerely,

A handwritten signature in black ink that reads "Robert E. Hebert".

Robert E. Hebert

10-8-09 copy received