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**AGENDA ITEM REQUEST FORM**

**Hays County Commissioners Court**

Tuesdays at 9:00 AM

Request forms are due in Microsoft Word Format via email by 2:00 p.m. on Wednesday.

**AGENDA ITEM**

Approve out of state travel for Erica Carpenter to attend the Navigator Conference.

ITEM TYPE	MEETING DATE	AMOUNT REQUIRED
CONSENT	April 9, 2013	0.00

**LINE ITEM NUMBER**  
01-618-00.5551

**AUDITOR USE ONLY**

**AUDITOR COMMENTS:**

**PURCHASING GUIDELINES FOLLOWED:** N/A                      **AUDITOR REVIEW:** BILL HERZOG

REQUESTED BY	SPONSOR	CO-SPONSOR
Captain Brad Robinson	COBB	N/A

**SUMMARY**  
The Hays County Sheriff's Office would like to send Erica Carpenter, Communications Director, to the Navigator Conference in Salt Lake City Utah on April 17-19, 2013. Erica is a speaker at the Conference and will also be able to attend additional sessions at the Conference. There is no cost incurred by the Hays County Sheriff's Office for her travel.