

Vendor# 15076

GL# 01104530

**LUBBOCK COUNTY
TRAVEL AUTHORIZATION & ADVANCE REQUEST**

THE DEPARTMENT DIRECTOR IS RESPONSIBLE FOR SECURING ALL SIGNATURES PRIOR TO TRAVEL. AN APPROVED TRAVEL AUTHORIZATION MUST BE SUBMITTED TO THE AUDITOR'S OFFICE ACCORDING TO THE ACCOUNTS PAYABLE PAYMENT SCHEDULE TO RECEIVE A TRAVEL ADVANCE. RELATED BROCHURES OR OTHER SUPPORTING DATA MUST BE ATTACHED.

NAME: Takahashi Lori DATE: 03/04/2022
Last First

DESTINATION: Springfield Missouri

PURPOSE: Child Death Investigations Training Course

DATE(S): 06/26/2022 to 06/29/2022

Travel advance requested and required by the _____ day of _____, _____.

_____	Registration Fee	=	\$	_____	0.00
<u>3</u>	# of Breakfasts @ \$10.00	per meal	=	\$	<u>30.00</u>
<u>3</u>	# of Lunches @ \$15.00	per meal	=	\$	<u>45.00</u>
<u>3</u>	# of Dinners @ \$21.00	per meal	=	\$	<u>63.00</u>
_____	# of Days lodging @ \$_____	per night	=	\$	<u>0.00</u>
Total Advance			=	\$	<u>138.00</u>

Fund #: 550300 Line Item: Travel and Training

I hereby request authorization to travel outside Lubbock County on official business as detailed above. I have read the Lubbock County Travel Policy and will follow that policy for travel and in making requests for advancement and reimbursement of expenses. I understand that I must submit a travel report within ten days of returning from this travel or the full advance will be deducted from my next paycheck.

Lori Takahashi *3/4/22*
EMPLOYEE SIGNATURE DATE

I hereby certify the above requested travel for official Lubbock County business is directly related to this department's operations. There are sufficient unexpended funds in the current budget line item to cover all reimbursable expenses incurred. Related brochures or other supporting data are attached and 0 meals are included in the registration fee being requested and will not be reimbursed. Please issue travel expense advance if requested.

[Signature] *3/4/2022*
DEPARTMENT DIRECTOR DATE

APPROVAL FROM TWO (2) MEMBERS OF THE COMMISSIONERS' COURT:

SIGNATURE DATE

SIGNATURE DATE

NOTE: TRAVEL IS NOT APPROVED WITHOUT ALL SIGNATURES. TRAVEL MAY NOT BE REIMBURSED WITHOUT PROPER AUTHORIZATION AND SUPPORTING DOCUMENTATION.



To register, visit tritechtraining.com or contact our Training Director Phil Sanfilippo at 800.438.7884 ext. 1025 or by email at phil@tritechusa.com.



Courses are presented in partnership with the International Association for Identification.

ADA / Special Accommodations

To ensure we can accommodate persons with special needs who wish to attend our courses, please be sure to identify the accommodation needed when you register, or if applicable, at the time you register by phone.

Host a course

By hosting one of our courses, you will be providing your agency's personnel and the forensic professionals in your area with a high-quality training opportunity, right in your local area. This means less cost to you or your agency for expenses such as travel, lodging, and meals, and less time away from home and family. Plus, hosts can qualify for tuition savings. For more information, visit tritechtraining.com.



Child Death Investigations

Instructor: Trish Fore, D-ABMDI

June 27 - 28, 2022

Hours: 8 am - 5 pm

Tuition: \$355

Location:

Greene County Medical Examiner's Department

916 N Campbell Avenue

Springfield, MO 65802

Certification: The Child Death Investigations course is approved for 16 hours of certification/re-certification credit hours by the IAI Crime Scene Investigation Board.



To register, visit tritechtraining.com or contact our Training Director Phil Sanfilippo at 800.438.7884 ext. 1025 or by email at phil@tritechusa.com.

ABOUT TRITECH

A leader in the forensics market, Tri-Tech Forensics provides evidence collection and crime scene investigation products and training to crime labs and crime scene investigators throughout the world. With over 30 years of experience, we are the nation's most proficient developer and manufacturer of forensic kits. We are committed to providing our customers with state-of-the-art forensics products and services at affordable prices. It is our goal, through our research and development program, to continue to develop superior products and training to aid in all aspects of crime scene investigation and crime lab analysis. We know how important our products and training are to the forensics community, from investigation to prosecution. Our mission is the same as our customers - Identify. Protect. Preserve.

COURSE DESCRIPTION

Child Death Investigations

Because communication is key to any death investigation, this training has a focus on interdisciplinary approaches and collaboration. Professionals from a variety of agencies are encouraged to attend.

With every state in the country now having some type of child fatality review system in place, the process by which child death cases are handled and investigated is under immense scrutiny. Every agency having a role in a child death investigation must be prepared to have their involvement analyzed from beginning to end.

Communication is the number one reason agencies identify as a system issue in many investigations. Unfortunately, it is an issue that can permeate and wreak havoc at any stage of an investigation.

This program addresses child deaths from an interdisciplinary perspective. This approach

provides all agencies the necessary information to not only investigate and gather information but to understand and appreciate the details and collaboration required in order to make a final determination of cause and manner of death.

Students will be provided with a copy of Lisa Mayhew's book, "Child Death Investigations: Interdisciplinary Techniques from Cradle to Court."

Topics include

- The pathological aspects of cause of death. What is SIDS anyway?
- Why are infants so complicated?
- Court issues—Now that we are here, what is going to happen?
- Reconstructions
- Interviewing families.

COURSE INSTRUCTOR

TRISH FORE, D-ABMDI

Trish Fore is a 1994 West Virginia University (WVU) graduate. She earned her Bachelor of Science degree in Child Development and Family Studies while on a full scholarship with the WVU Women's Basketball team. Upon graduation, Ms. Fore began her career in child advocacy as a Child Protective Services (CPS) worker in West Virginia. Starting out investigating child abuse and neglect allegations, Ms. Fore's experience and education allowed her a smooth transition into the position of Investigative Supervisor.



In 2011, Ms. Fore was made Director of the West Virginia Fatality Review program where she coordinated and reviewed domestic violence and all preventable child deaths. Ms. Fore organized multidisciplinary reviews to identify case trends, patterns, and risk factors. Ms. Fore promoted public awareness of child deaths and specialized in infant death scenes.

As Director, Ms. Fore was housed in the West Virginia Office of the Chief Medical Examiner where she gained extensive experience in death scene investigations. She obtained her WV Medicolegal Death Scene Investigation certification and was appointed as a County Medical Examiner (CoME), working evenings and weekends. Ms. Fore also trained law enforcement professionals, social workers, and medical personnel on child death investigations across the state of West Virginia.

TFT Training Course Registration Form

Please fill out all the information below, and then select your registration method.

IMPORTANT: SAVE THIS FORM TO YOUR COMPUTER BEFORE EMAILING IT.

Course Name: 062722-ChildDeathInv-Child Death Investigations

Course Date(s): 06/27/2022 to 06/28/2022

Course Location: Springfield, MO

Student Information:

Name	Lori Takahashi
Title or Rank	Medicolegal Death Investigator-D-ABMDI
Agency	Lubbock County Medical Examiner
Mailing Address	4434 S Loop 289
City, State ZIP	Lubbock, TX 79414
Telephone	806-775-1628
Email Address	ltakahashi@lubbockcounty.gov
Purchase Order #	

IMPORTANT: SAVE THIS FORM TO YOUR COMPUTER BEFORE EMAILING IT.

Person registering student (if other than student):

Name	Bambi Trevino
Telephone	806-775-1622
Email Address	btrevino@lubbockcounty.gov

Registration Methods (Please select one):

1. After saving this form to your computer, email the completed registration form to phil@tritechusa.com (or)
2. Fax this completed registration form to (615) 590-7693 (or)
3. Contact Phil Sanfilippo at telephone number (800) 438-7884 x1025 to register by phone.

Payment Instructions:

- Checks should be made payable to Tri-Tech Forensics, Inc. and mailed with a copy of the registration form to:
Tri-Tech Forensics, 8770 Trade Street, Leland, NC 28451.
- Credit card payments may be made by contacting our accounting personnel at 910-457-6600.

ADA/Special Accommodations:

To ensure that we can accommodate persons with special needs who wish to attend our courses, please be sure to identify the accommodation needed when you register or, if applicable, at the time you register by phone.

Cancellation Policy

We strive to accommodate all students who wish to attend our courses, but enrollment is limited. Therefore, we request that individuals registered for our courses who wish to cancel their attendance do so at least ten business days prior to the beginning of the course. No-shows will be invoiced, and, in cases where the no-show's tuition has been paid, it shall not be refunded. Substitutions are welcome at any time prior to the beginning of the course. It is requested that cancellations be emailed to Phil Sanfilippo. Cancellations made less than ten business days prior to the beginning of the course will be subject to a \$100 cancellation fee. This fee may be waived in cases of bona fide emergencies. In the event TFT must cancel a course, enrolled students or their agency representatives will be notified at least ten business days prior to the beginning of the course. We will attempt to make more advanced notification to students enrolled from outside the local area of the course.