



## LUBBOCK COUNTY

### TRAVEL AUTHORIZATION & TRAVEL ADVANCE REQUEST FORM TA507

Employee: Refugio Lopez Department: Communications  
 Vendor #: 12227 G/L Account: 01104630-550300  
 Purpose of Travel: NENA 2026 Annual Conference and Expo Destination(City,State): Columbus, Ohio  
 Departure Date: 6/28/26 Return Date: 7/2/26

ESTIMATED TRAVEL EXPENSE (attach supporting documents and/or receipts, excluding meal receipts)								
Dates of Travel	6/28/26	6/29/26	6/30/26	7/1/26	7/2/26			WEEKLY TOTALS
Breakfast-Per Diem	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00			\$ 0.00
Lunch-Per Diem	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00			\$ 0.00
Dinner-Per Diem	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00			\$ 0.00
<b>TOTAL PER DIEM</b>								\$ 0.00
EXPENSES PAID BY PO OR PCARD (attach supporting documents and/or receipts, excluding meal receipts)								
Lodging	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00			\$ 0.00
Parking								\$ 0.00
Airline (describe)								
Rental Car (describe)								
Registrations								
Other (describe)								
Mileage Rate	0.70	# of Miles						\$ 0.00
<b>TOTAL ESTIMATED TRAVEL EXPENSES</b>								\$ 0.00

I hereby request authorization to travel outside of 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 expense form within ten days of returning from this travel or the full advance will be deducted from my next paycheck.

Please provide an advance Per Diem by the following date: 6/26/26 totaling, \$ 0.00

Refugio Lopez  
 PRINTED NAME OF EMPLOYEE

Refugio Lopez 8814  
 EMPLOYEE'S SIGNATURE

4/1/26  
 DATE

I hereby certify the above-requested travel for official Lubbock County business is directly related to this department's operations. There are sufficient un-expended funds in the current budget line item to cover all reimbursable expenses incurred. **Agendas, brochures, flyers, GSA meal and incidentals and other supporting documents are attached and All meals are included in the registration fee and will not be reimbursed.** Please issue a travel expense advance if requested.

DAN CORBIN  
 PRINTED NAME OF DIRECTOR

[Signature]  
 DIRECTOR'S SIGNATURE

4-6-26  
 DATE

**NOTE: ALL SIGNATURES ARE REQUIRED FOR TRAVEL AND/OR PER DIEM ADVANCES. FAILURE TO FILL OUT THE FORM CORRECTLY OR PROVIDE PROPER DOCUMENTATION MAY CAUSE A DELAY IN TRAVEL AUTHORIZATION AND PER DIEM ADVANCES. OUT OF STATE TRAVEL REQUIRES COMMISSIONERS COURT APPROVAL AS AN AGENDA ITEM.**

Return to: ANGELA MARTINEZ



# LUBBOCK COUNTY

## TRAVEL AUTHORIZATION & TRAVEL ADVANCE REQUEST FORM TA507

Employee: Kris Harmon Department: Communications  
 Vendor #: [REDACTED] G/L Account: 01104630-550300  
 Purpose of Travel: NENA 2026 Annual Conference and Expo Destination(City,State): Columbus, Ohio  
 Departure Date: 6/28/26 Return Date: 7/2/26

ESTIMATED TRAVEL EXPENSE (attach supporting documents and/or receipts, excluding meal receipts)							
Dates of Travel	6/28/26	6/29/26	6/30/26	7/1/26	7/2/26		WEEKLY TOTALS
Breakfast-Per Diem	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00
Lunch-Per Diem	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00
Dinner-Per Diem	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00
TOTAL PER DIEM							\$ 0.00
EXPENSES PAID BY PO OR PCARD (attach supporting documents and/or receipts, excluding meal receipts)							
Lodging	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00
Parking							\$ 0.00
Airline (describe)							
Rental Car (describe)							
Registrations							
Other (describe)							
Mileage Rate	0.70	# of Miles					\$ 0.00
TOTAL ESTIMATED TRAVEL EXPENSES							\$ 0.00

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Please provide an advance Per Diem by the following date: 6/26/26 totaling, \$ 0.00

Kris Harmon  
 PRINTED NAME OF EMPLOYEE  
Kris Harmon  
 EMPLOYEE'S SIGNATURE  
4/1/26  
 DATE

I hereby certify the above-requested travel for official Lubbock County business is directly related to this department's operations. There are sufficient un-expended funds in the current budget line item to cover all reimbursable expenses incurred. **Agendas, brochures, flyers, GSA meal and incidentals and other supporting documents are attached and All meals are included in the registration feed and will not be reimbursed.** Please issue a travel expense advance if requested.

DAN CORBIN  
 PRINTED NAME OF DIRECTOR  
[Signature]  
 DIRECTOR'S SIGNATURE  
4-6-26  
 DATE

**NOTE: ALL SIGNATURES ARE REQUIRED FOR TRAVEL AND/OR PER DIEM ADVANCES. FAILURE TO FILL OUT THE FORM CORRECTLY OR PROVIDE PROPER DOCUMENTATION MAY CAUSE A DELAY IN TRAVEL AUTHORIZATION AND PER DIEM ADVANCES. OUT OF STATE TRAVEL REQUIRES COMMISSIONERS COURT APPROVAL AS AN AGENDA ITEM.**

Return to: ANGELA MARTINEZ

# CONFERENCE & EXPO

# NENA 2026

## Columbus, Ohio

Schedule at a glance as of **03.06.26**

### Tuesday, June 23 – Saturday, June 27

8:30AM – 5:00PM | Center Manager Certification Program\*  
8:30AM – 5:00PM | Instructor Development Program\*

### Thursday, June 25 – Saturday June 27

8:30AM – 5:00PM | Center Supervisor Program\*

### Friday, June 26

8:30AM – 5:00PM | One-Day Pre-Conference Courses\*

### Saturday, June 27

8:00AM – 4:00PM | Registration  
8:30AM – 5:00PM | Pre-Conference Course: Demystifying  
the NG9-1-1 Call Flow (Day 1)\*  
8:30AM – 5:00PM | One-Day Pre-Conference Courses\*  
1:00PM – 4:00PM | Chapter Leader Workshop\*

### Sunday, June 28

7:30AM – 8:15AM | Gold Line Scholarship Breakfast\*  
8:00AM – 6:30PM | Registration  
8:30AM – 12:30PM | CMCP Alumni Seminar\*  
8:30AM – 4:45PM | Pre-Conference Course: Demystifying  
the NG9-1-1 Call Flow (Day 2)\*  
8:30AM – 4:45PM | One-Day Pre-Conference Courses\*  
11:00AM – 11:45AM | Awards Ceremony  
1:30PM – 3:30PM | PSAP Tours  
3:30PM – 4:30PM | International Meet & Greet\*  
5:00PM – 5:45PM | Membership Meeting  
7:00PM – 9:00PM | NENA 2026 Kick-Off Celebration\*

### Monday, June 29

7:00AM – 5:00PM | Registration  
8:00AM – 10:00AM | Opening Keynote Session & Breakfast  
10:00AM – 1:30PM | Expo Hall Open  
10:15AM – 1:00PM | Innovation Theatre Sessions  
1:30PM – 3:30PM | PSAP Tours  
1:30PM – 5:00PM | Breakout Sessions

### Monday, June 29 (cont'd)

2:45PM – 5:00PM | Expo Hall Open  
4:00PM – 5:00PM | Expo Hall Snacky Hour  
4:15PM – 4:45PM | K-9 Demonstration  
5:30PM – 6:30PM | Excellence in 9-1-1 Reception\*\*  
6:30PM – 8:00PM | Young Professionals Party+  
8:00PM – 9:00PM | Culture & Community Mixer+  
9:00PM – 10:30PM | LGBTQ+ Meet Up+

### Tuesday, June 30

7:30AM – 5:00PM | Registration  
8:00AM – 9:15AM | General Session  
9:15AM – 4:00PM | Expo Hall Open  
10:00AM – 12:00PM | Frontline Forum  
10:30AM – 12:30PM | Guest Activity\*  
11:00AM – 1:00PM | Innovation Theatre Sessions  
12:15PM – 2:30PM | Breakout Sessions  
2:30PM – 3:00PM | Innovation Theatre Sessions  
3:00PM – 4:00PM | Expo Hall Snacky Hour  
4:00PM – 5:00PM | Breakout Sessions  
5:00PM – 6:00PM | Women in 9-1-1 Alliance Reception

### Wednesday, July 1

7:00AM – 7:45AM | Sunrise Session: Yoga for 9-1-1  
Professionals  
8:15AM – 2:00PM | Registration  
8:45AM – 12:15PM | Breakout Sessions  
10:00AM – 12:00PM | PSAP Tours  
12:30PM – 2:00PM | Board Installation Lunch  
2:15PM – 3:15PM | NENA Board of Directors Open Meeting  
2:15PM – 4:15PM | PSAP Empowerment Exchange  
2:15PM – 4:30PM | Breakout Sessions  
6:00PM – 8:00PM | NENA 2026 Closing Celebration\*

### Thursday, July 2

8:00AM – 12:00PM | ENP Exam-Prep Boot Camp\*

\*Indicates additional registration, invitation, or advance notice of participation required. All events take place or commence at the Greater Columbus Convention Center unless noted with a +.