

Vendor# 15221

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: McLean Olivia DATE: 02/17/2022  
Last First

DESTINATION: Upland California

PURPOSE: Analysis & Documentation of Medicolegal Death Investigators Training Seminar

DATE(S): 07/10/2022 to 07/16/2022

Travel advance requested and required by the 11th day of July, 2022.

<u>        </u>	Registration Fee	=	\$	<u>        </u>	<u>0.00</u>
<u>  7  </u>	# of Breakfasts @ \$10.00	per meal	=	\$	<u>  70.00</u>
<u>  7  </u>	# of Lunches @ \$15.00	per meal	=	\$	<u>105.00</u>
<u>  6  </u>	# of Dinners @ \$21.00	per meal	=	\$	<u>126.00</u>
<u>        </u>	# of Days lodging @ \$	per night	=	\$	<u>        0.00</u>
<b>Total Advance</b>			=	\$	<b><u>  301.00</u></b>

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.

[Signature] 3/3/22  
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] 3/3/2022  
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](http://tritechtraining.com) or contact our Training Director Phil Sanfilippo at 800.438.7884 ext. 1025 or by email at [phil@tritechusa.com](mailto: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](http://tritechtraining.com).



## Analysis & Documentation of Medicolegal Death Investigations

### Instructor:

**Dr. Maria Pettolina, DM, CSCSA**

**July 11 - 15, 2022**

**Tuition: \$599 | Hours: 8 am - 5 pm**

### Location:

Upland Police Department  
123 D Street | Upland, CA 91786

### Lodging Information:

Double Tree by Hilton Claremont  
555 W. Foothill Blvd. | Claremont, CA 91711  
909-626-2411

Go to the course page at [www.tritechtraining.com](http://www.tritechtraining.com) for hotel rate and booking info.



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

## Analysis & Documentation of Medicolegal Death Investigations

This is a five-day, 40 hour, course that will cover basic topics in analysis and documentation of medicolegal death scenes, to include techniques of crime scene investigation. This course incorporates an interdisciplinary approach and is designed for death investigators, crime scene investigators, detectives, attorneys, and any other investigator involved in the scene. The course will assist the investigator with the knowledge and confidence needed to properly observe, document, and process a death scene through time of death indicators, wound characteristics, evidence collection, scene observations, etc.

Students will gain knowledge of best practices in crime scene investigation and medicolegal death investigation and analyze real-world case studies of equivocal deaths. The student will gain fundamental knowledge in all manners of death, including homicide, suicide, natural, and accidental.

#### COURSE INSTRUCTOR

#### DR. MARIA PETTOLINA, DM, CSCSA



Dr. Maria Pettolina has over a decade of experience in the forensic field. She has been involved in thousands of criminal investigations and is court qualified as a forensic expert in both Crime Scene Investigation and Chemical Processing. She holds a current certification as a Senior Crime Scene Analyst through the International Association of Identification and is a member of numerous forensic organizations.

She is a national presenter and a full-time Criminology and Criminal Justice professor at University of Northern Colorado. She also instructs forensic classes as an adjunct instructor for three other universities. She has been published in forensic journals and magazines and has received over 1300 hours of specialized certificate forensic training.

She is also a consultant for a state law enforcement agency in Colorado where she advises on best practices for national accreditation. She is also the owner of a private forensic consultancy business.