

Item 19 REVISED



Travis County Commissioners Court Agenda Request

Meeting Date: June 4, 2013

Prepared By/Phone Number: Kristine Nilsen, 854-4820

Elected/Appointed Official/Dept. Head: Leslie Browder, 854-9106 *LB*

Commissioners Court Sponsor: Samuel T. Biscoe, Travis County Judge

AGENDA LANGUAGE:

- a) Review and approve tuition reimbursements for employees who have completed classes in accordance with the Tuition Reimbursement Program §10.020 – §10.022.
- b) Approve request and authorize the County Auditor and Treasurer's Office to reimburse employees as listed.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

A total of fifty-eight (58) requests for Fall 2012 semester are listed on the attached spreadsheet.

The Tuition Reimbursement Program is an employee benefit approved by the Commissioners Court. The Human Resources Management Department has confirmed that employees listed have met the established criteria for reimbursement. Each employee's file consists of:

- the tuition refund request form
- a course description
- fee receipt
- official grade

STAFF RECOMMENDATIONS:

HRMD recommends approval.

ISSUES AND OPPORTUNITIES:

NA

FISCAL IMPACT AND SOURCE OF FUNDING:

The total reimbursement amount requested for your approval is \$42,627.61. Sufficient funds have been accrued in account 111 003 0001 513070 and are available for payment in Fiscal Year 2013.

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials should be submitted as a pdf to the County Judge's office, agenda@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

REQUIRED AUTHORIZATIONS:

Kim Austin-Smith, Human Resources Management Department, 854-4707

Leslie Browder, Planning and Budget Office, 854-9106

County Auditor's Office 854-9125

County Treasurer's Office 854-9365

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials should be submitted as a pdf to the County Judge's office, agenda@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.

Start Code	Last Name	First Name	Dept.	Job Title	Vendor #	1st Course	2nd Course	3rd Course	Amount to Refund
FA-001	Inaam	Inaam							
FA-001	Abou-Hamdan	Chantelle	JP5	Court Clerk I	10003342	Legal Research	Civil Litigation		1000.00
FA-002	Alvarez	James	HRMD	Risk Specialist Assistant	10001933	Quantitative Methods for Managers			1000.00
FA-003	Balbiera	Michael	TCSO	Security Coordinator	10003699	Statistics for Criminal Justice	Fundamentals of Human Communication		1000.00
FA-004	Bass	Timolin	CSCD	Probation Officer II	10003355	Concepts of Physical and Personal Protection			1000.00
FA-005	Becerra	Jose	Criminal Court	Bailiff	1004796	Juvenile Justice System			297.60
FA-006	Biagas	Monica	TCSO	Lic Voc Nurse	10002759	Health Assessment	Nursing Pathophysiology		389.60
FA-007	Bofin	Sara	County Attny	Legal Secretary	10004335	Mexican American History	TX State and Local Government	Human Anatomy	666.40
FA-008	Bouldin	Glynis	TCSO	Corrections Ofcr, Sr	10004082	TX Peace Officer Procedures			290.40
FA-009	Brooks	Janie	Emerg Services	Deputy Fire Marshal	10001441	Emergency Management Admin.	Legislation & Legal Compliance		1000.00
FA-010	Burkhardt	Brent	TCSO	Corrections Ofcr, Sr	10003330	Legal Environment	Business Statistics		1000.00
FA-011	Cauthen	Chad	TCSO	Corrections Ofcr, Sr	10002909	Texas Peace Officer Procedures			294.40
FA-012	Derrick	William	Starflight	Nurse	10004513	Advance Health Assessment	Pharmacology		1000.00
FA-013	Estes	Emily	TCSO	Office Specialist, Sr	10002590	Biology			188.00
FA-014	Farnandes	Martin	TCSO	Corrections Ofcr, Sr	10004367	Government I			196.80
FA-015	Fraga-Araujo	Ana	District Clerk	Court Clerk Asst	10003777	Comparative Public Administration	Government & American Bus.		1000.00
FA-016	Gilkes	Yonette	JP 5	Court Clerk I	10001616	Spanish II			328.80
FA-017	Gonzales	Alicia	TCSO	Security Coordinator	10001423	United States Government	Texas State and Local Gov't	College Math	564.00
FA-018	Gould	Tiffany	County Clerk	Court Clerk Asst	10001544	Occupational Assessment			1000.00
FA-019	Haun	Bryan	TCSO	Sr. Deputy	10000572	Criminal Behavior	Elementary Statistics		1000.00
FA-020	Hollyfield	Tyson	TNR	Road Maint. Worker	10003107	Conceptual Physics			273.34
FA-021	Hooker	Michelle	TCSO	Corrections Ofcr	10004972	Special problems in Criminal Justice System			1000.00
FA-022	Hurt	Timothy	TCSO	Corrections Officer, Sr	10003227	Human Development			188.00
FA-023	Jaimes	Maria	Juv Prob	Court Clerk	10002997	Developmental Writing III	Math Skills		416.00
FA-024	Jarmon	Eita	Juv Prob	Office Manager	10000138	Principles of Finances	Management Concepts		1000.00
FA-025	Kinsey	Leslie	CSCD	Chem Depend Coun, Sr	10002971	Minority Group Relations			1000.00
FA-026	Lopez	Stephanie	District Clerk	Court Clerk Asst	10003343	English Composition	Intro to computing	U.S. History	792.00
FA-027	Maklef	Haider	Civil Courts	System Engineer II	10003972	Foundations of Computer Program			1000.00
FA-028	Martinez	Edith	County Clerk	Recording Spec III	10002833	Principles of Accounting	Composition II		1000.00
FA-029	Martinez	Frankie	TCSO	Corrections Officer	10001369	Intermediate Spanish	Substance use and abuse		1000.00
FA-030	Meurer	Ryan	ITS	Customer Support Spec	10001295	Texas Government	Business Statistics		1000.00
FA-031	Medina	Elizabeth	District Clerk	Records Analyst Assoc	10001879	Intro to Public Management	Intro to Emerg Management		1000.00
FA-032	Mitchum	Greg	TCSO	CPO	10003428	Business Ethics	Intro to Computers	Algebra	644.00
FA-033	Neidlein	Angela	TCSO	Corrections Officer	10002599	Police Systems & Practices		need receipt/grade	188.00

FA 2012 Req.xlsx

FA-034	Nilson	Kristine	HRMD	HR Specialist, Sr.	10004050	Applied Industrial Psychology	Applied Research Methods I	1000.00	
FA-035	Nunez	Monica	CSCD	Probation Officer II	10002005	Legal Theories	Social Legislation	1000.00	
FA-036	O'Farrell	Kevin	TCSO	Corrections Sergeant	10001819	Survey of Justice and Security		1000.00	
FA-037	Padilla	Vicki	Criminal Court	Judicial Aide Specialist	10002041	Counseling Skills & Techniques	Counseling theories	1000.00	
FA-038	Panitagua	Joe	Juv Prob	JPO III	10002805	Intro to Public Policy		1000.00	
FA-039	Parrish	Timothy	TCSO	Corrections Officer, Sr	10004117	Intermediate Spanish II	Sociology of Criminal Justice	1000.00	
FA-040	Peikert	Kasey	TCSO	Counselor	10004758	Psychology of Treatment and Recovery	Psychology of Diagnosis/Treatment	1000.00	
FA-041	Perez	Monica	County Clerk	Court Clerk I	10003426	Texas Government	Intro to Mass Communications	376.08	
FA-042	Perez	Teresa	CSCD	Accounting Clerk	10002367	Personal Dimensions of Education		1000.00	
FA-043	Posada	Alberto	Pretrial Services	Office Specialist, Sr	10002282	Advanced Mgt Criminal Justice		273.60	
FA-044	Rasbury	Elizabeth	District Attny	Legal Secretary	10004600	Texas Peace Officer Law		290.40	
FA-045	Reed	Alan	Constable 5	Senior Deputy	10000783	Intelligence Led Policing	Race in Crime	1000.00	
FA-046	Reyes	Analisa	JP 2	Court Clerk I	10004954	TX State and Local Government		188.00	
FA-047	Richter	Jeannie	TCSO	Corrections Officer	10004526	Criminal Investigation	Sociology	564.00	
FA-048	Swanson	Mary	TCSO	Lead Accountant	10001768	Principles of Accounting I- Financial		228.00	
FA-049	Tandy	Sharronda	County Clerk	Accountant	10003513	Advanced Business Communications	Government Accounting	416.00	
FA-050	Taylor	Stephanie	TCCES	Chem Depend Coun, Sr	10004099	Abnormal Psychology	Occupational Education	1000.00	
FA-051	Thornon	Bridgett	TCSO	Security Coordinator	10003715	Bankruptcy Law	Administrative Law	1000.00	
FA-052	Tosh	David	TCSO	Detective	10005139	Health Behavior	Diversity in Health Promotion	1000.00	
FA-053	Touchstone	Stephanie	JP 1	Juvenile Case Manager	10002588	Theory 1-AA	Medical Terminology	1000.00	
FA-054	Villanueva	Lisa Marie	OPR	Paralegal	10001321	Organization Behavioral Leadership	Fundamentals of Bus. Law	1000.00	
FA-055	Walter	Eva	TCSO	Office Specialist, Sr	10003236	Business and Professional Comm.	College Mathematics	376.00	
FA-056	Wasim	Anna	County Attny	Victim Counselor	10004378	Contemporary Issues in Domestic Violence		1000.00	
FA-057	Wilkinson	Marcus	TCSO	Corrections Officer II	10004021	The Court System	Algebra 1	1000.00	
FA-058	Winkler	Jennifer	Adult Probation	Probation Officer III	10001780	Organizational Development and Change		198.19	
								Amount to Pay	\$42,627.61