



**Travis County Commissioners Court Agenda Request  
Travis County Health Facilities Development Corporation**

**Meeting Date:** September 3, 2013

**Prepared By/Phone Number:** Andrea Shields, Manager/854-9116

**Elected/Appointed Official/Dept. Head:** Leslie Browder, County Executive, Planning and Budget/854-9106

**Commissioners Court Sponsor:** Samuel T. Biscoe, President

**AGENDA LANGUAGE:**

Consider and take appropriate action to approve an invoice totaling \$1,000.00 for group exercise classes provided by the Wellness Program.

**BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:** See attached backup.

**STAFF RECOMMENDATIONS:** Staff recommends approval.

**ISSUES AND OPPORTUNITIES:** None.

**FISCAL IMPACT AND SOURCE OF FUNDING:** None.

**REQUIRED AUTHORIZATIONS:** Andrea Shields, Manager/854-9116; Leslie Browder, County Executive, Planning and Budget/854-9106

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



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**Human Resources Management Department**

TRAVIS COUNTY  
BUDGET OFFICE

August 21, 2013

TO: Andrea Shields, Corporations Administrator

FROM: John Rabb, HR Manager II

A handwritten signature in black ink, appearing to read "John Rabb".

SUBJECT: Wellness Program Expense

Please prepare an agenda item to approve payment for the onsite Group Exercise trainer. This is for 20 days, 40 sessions Boot Camp program put in place for our employees to get active and stay fit.

Per the attached invoice, I am requesting a check to be issued as follow:

Lee McCormick \$ 1000.00 (40 sessions @\$25)

Please let me know if you need additional information.



**DYNAMIC SPEED**  
*"Hard Work Pays- Off"*

14400A Charles Dickens Dr.  
 Pflugerville, Tx 78660  
 512.748.8470  
 512.669.9938

**INVOICE**

**TO:**  
 Travis County Human Resource  
 1010 Lavaca St.  
 Austin, TX  
 512.854.9239

HOURS		DESCRIPTION	UNIT PRICE	TOTAL
20	40 sessions	Strength & Conditioning Training (30 min. sessions)	40 units @\$25	\$1,000.00
		Cpt 97545 ( June 24 <sup>th</sup> August 21 <sup>st</sup> 2013)		

<b>SUBTOTAL</b>	
<b>SALES TAX</b>	0.0
<b>SHIPPING AND HANDLING</b>	0.0
<b>OTHER</b>	
<b>TOTAL</b>	<b>\$1,000.00</b>

1. Copies of invoice will be updated monthly.
2. Unit price can be adjusted in accordance with the number of employees, entering the program.
3. Please notify me immediately if employee number changes and more units are needed.
4. Send all correspondence to:  
 Lee Vesta McCormick  
 14400A Charles Dickens Dr.  
 Pflugerville, Tx 78660  
 512.748.8470  
 512.669.9938

  
 Authorized by Lee Vesta McCormick 8/21/2013