



HIDALGO COUNTY, TEXAS

OUT - OF - COUNTY FINAL TRAVEL EXPENSE CLAIM

EMPLOYEE NAME: RENE A. GUERRA DEPARTMENT: DISTRICT ATTORNEY
 TRAVEL TO CITY: AUSTIN/SAN ANTONIO STATE: TX
 DEPARTURE DATE: 6/9/2014 RETURN DATE: 6/11/2014
 TIME OF DEPARTURE: 6:00 AM TIME OF RETURN: 6:00 PM

PURPOSE OF TRIP: 2014 ANNUAL BPU CONFERENCE / HIDTA Executive Meeting

I. REIMBURSEMENT FOR EXPENDITURES MADE ON ACCOUNT OF OFFICE BUSINESS:

| DESCRIPTION OF TRIP | DATES OF TRAVEL FOR YEAR | | | | | | 2014 |
|-------------------------|--------------------------|----------------|-----------------|----------------|----------------|----------------|--------|
| | MONTH / DAY | MONTH / DAY | MONTH / DAY | MONTH / DAY | MONTH / DAY | MONTH / DAY | |
| Airline / Bus / Train | 6/9 | 6/10 | 6/11 | 6/12 | 6/13 | 6/14 | TOTALS |
| Car Rental | | | | | | | \$ - |
| Gasoline for Car Rental | | | | | | | - |
| Personal Car Mileage | Beginning Mileage: | <u>163,905</u> | Ending Mileage: | <u>164,236</u> | TOTAL MILEAGE: | (MILEAGE RATE) | |
| ODOMETER READINGS: | | | | | 331 | 0.560 | 185.36 |

NOTE: Mileage is calculated on a point-to-point basis using "Mapquest". Reasonable incidental travel may be reimbursed when the traveler provides specific address destination points by using "Mapquest" to determine mileage. The most direct distance to the destination will be allowed. Any out-of way or unreasonable travel distance as determined by the County Auditor will be at the expense of the traveler.

| | | | | | | | |
|--|--|--|--|--|--|--|---|
| Hotel (Excluding Meals) | | | | | | | - |
| Parking / Tolls | | | | | | | - |
| Taxi and Other Ground Transportation | | | | | | | - |
| Telephone | | | | | | | - |
| Registration Fees | | | | | | | - |
| MEALS (based upon actual charges) | NOTE: When traveling out of state trip and claiming actual meal expenses, receipts must be provided for all days of travel. If not reimbursement will be based on the \$39 per diem. | | | | | | |
| Type of Travel (In State =1 / Out of State =2) | 1 | | | | | | |
| With Receipts = 1 / Without Receipts = 2 | | | | | | | |
| Breakfast (\$9 per diem) | | | | | | | |
| Lunch (\$12 per diem) | | | | | | | |
| Dinner (\$18 per diem) | | | | | | | |
| Total Actual Meal Expense | | | | | | | |
| Total Allowable Meal Expense per County Policy (County Employee) | | | | | | | |

Other (Please explain below): MR. GUERRA TRAVELED TO AUSTIN, TEXAS TO ATTEND THE 2014 ANNUAL BPU CONFERENCE, ON HIS WAY BACK HE STOPPED IN SAN ANTONIO, TEXAS FOR THE HIDTA EXECUTIVE MEETING AND WILL NEED THE APPROPRIATE MILEAGE REIMBURSEMENT FROM THE HIDTA ACCOUNT

| II. Travel Expenditures paid by COUNTY CHECK or COUNTY CREDIT CARD that were NOT advanced to employee. (I.e. Airfare, Hotel accommodations, Car Rentals, Registration) | | | | TOTAL FROM T-4 CONTINUATION FORM | |
|--|--------------|---------------------|--------|--|-----------|
| Payee Name | Expense Type | Check No./ P.O. No. | Amount | TOTAL ALLOWABLE EXPENDITURES | \$ 185.36 |
| | | | | AMOUNTS ADVANCED TO EMPLOYEE ON: | |
| | | | | TRAVEL EXPENDITURES PAID BY COUNTY CK OR COUNTY CREDIT CARD NOT ADVANCED TO EMPLOYEE | |
| | | | | REMIT TO ME | \$ 185.36 |
| | | | | REMITTED TO COUNTY TREASURER ON | |
| Total | | | \$ - | TREASURER RECEIPT NO. | \$ 0.00 |

I hereby certify that the above information is true and correct to the best of my knowledge. The above funds were used solely for official County business. I have not and do not anticipate to receive reimbursement for the above listed travel expenditures from another source.

EMPLOYEE SIGNATURE: [Signature] DATE: _____ APPROVED BY: [Signature] DIVISION DIRECTOR/SUPERVISOR: FOR RENE GUERRA DATE: 6/24/2014
 APPROVED FOR PAYMENT BY: [Signature] DEPARTMENT HEAD: _____ GENERAL LEDGER ACCOUNT NUMBER: 4-1252-412-00-270-012-0-583



Directions to 6000 Middle Fiskville Rd, Austin, TX 78752
 331 mi – about 4 hours 58 mins








100 N Closner Blvd, Edinburg, TX 78539

-
- 1. Head south on **N Closner Blvd** toward **W Cano St** go 492 ft
total 492 ft
 - 2. Take the 1st right onto **W Cano St** go 358 ft
total 0.2 mi
 - 3. Take the 1st right onto **S 10th Ave** go 0.1 mi
total 0.3 mi
 - 4. Turn right onto **W McIntyre St** go 400 ft
total 0.4 mi
 - 5. Take the 1st left onto **US-281 BUS N/N Closner Blvd**
Continue to follow **US-281 BUS N**
About 7 mins go 4.1 mi
total 4.4 mi
 - 6. Take the ramp on the left onto **I-69C N/US-281 N**
About 50 mins go 58.2 mi
total 62.6 mi
 - 7. Slight left onto **I-69C/US-281 N**
Partial toll road
About 1 hour 8 mins go 80.4 mi
total 143 mi
 - 8. Continue onto **US-281 N/Nueces St**
Continue to follow **US-281 N**
About 16 mins go 14.8 mi
total 158 mi
 - 9. Take the ramp onto **I-37 N/US-281 N**
Continue to follow **I-37 N**
About 49 mins go 61.1 mi
total 219 mi
 - 10. Take exit **133** for **I-410 W/US-281 S** go 0.5 mi
total 219 mi
 - 11. Merge onto **US-281 S** go 0.2 mi
total 220 mi
 - 12. Merge onto **I-410 W**
About 17 mins go 18.6 mi
total 238 mi
 - 13. Take exit **7** toward **Marbach Rd** go 0.1 mi
total 238 mi
 - 14. Merge onto **I- 410 Access Rd/SW Loop 410** go 0.5 mi
total 239 mi
About 1 min
 - 15. Continue straight to stay on **I- 410 Access Rd/SW Loop 410** go 0.4 mi
total 239 mi
 - 16. Turn right onto **Meadow Breeze Dr**
Destination will be on the right
About 54 secs go 0.3 mi
total 239 mi

Total: 239 mi – about 3 hours 31 mins

7406 Meadow Breeze Dr, San Antonio, TX 78227 total 0.0 mi

-
- 17. Head **west** on **Meadow Breeze Dr** toward **I- 410 Access Rd/SW Loop 410** go 0.3 mi
total 0.3 mi
About 52 secs

- 18. Turn right onto **I- 410 Access Rd/SW Loop 410**
About 2 mins go 1.1 mi
total 1.4 mi
-  19. Take the **Interstate 410 N** ramp on the left go 0.1 mi
total 1.5 mi
-  20. Merge onto **I-410 N**
About 17 mins go 17.0 mi
total 18.5 mi
-  21. Keep left at the fork, follow signs for **Austin** and merge onto **I-35 N**
About 1 hour 4 mins go 71.6 mi
total 90.1 mi
-  22. Take exit **238A** toward **Farm to Market 2222 W** go 0.1 mi
total 90.3 mi
- 23. Merge onto **Interstate 35 Frontage Rd**
About 1 min go 0.8 mi
total 91.0 mi
-  24. Turn left onto **U.S. 290 Frontage Rd** go 423 ft
total 91.1 mi
- 25. Continue onto **E Koenig Ln** go 0.1 mi
total 91.2 mi
-  26. Slight right onto **Clayton Ln** go 0.1 mi
total 91.3 mi
-  27. Turn right onto **Middle Fiskville Rd**
Destination will be on the left go 335 ft
total 91.4 mi

Total: 91.4 mi – about 1 hour 27 mins

 **6000 Middle Fiskville Rd, Austin, TX 78752**

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.

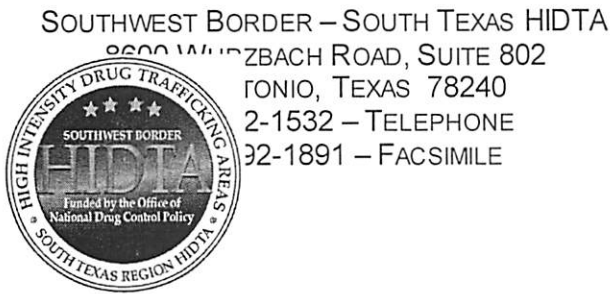
Map data ©2014 Google, INEGI

Directions weren't right? Please find your route on maps.google.com and click "Report a problem" at the bottom left.

(calvin.shivers@ic.fbi.gov); Dora Munoz; Gabriel E Martinez (gmartinez1@ci.laredo.tx.us); Jimmy D. Reyes (JimmyR@sanantonio.gov); Jon Muschenheim (jon.muschenheim@usdoj.gov); Salvador Moreno - CBP (Salvador.Moreno@cbp.dhs.gov); Steven S. Whipple (Steven.S.Whipple@usdoj.gov); Waylon Bullard (wbullard@valverdesheriff.com); Aaron Rouse (Aaron.Rouse@ic.fbi.gov)

Cc: Anthony Trevino; Carmen Amaya (Carmen.amaya@dps.texas.gov); Dora Guzman (dguzman@valverdesheriff.com); Elsa Moncivais (elsa.v.moncivais@ice.dhs.gov); Gracie Gomez (Graciela.Gomez@ci.irs.gov); Janie Carrizales (janie.carrizales@co.cameron.tx.us); Jill Lamberson (Jill.Lamberson@dhs.gov); Joann Lopez (Joann.A.Lopez@usdoj.gov); Kim Cannon (kimberly.cannon@usdoj.gov); Maria Lerma (Maria.lerma@usdoj.gov); Maricela Ibarra (mibarra@da.co.starr.tx.us); Melissa Moy (melissa.moy@ic.fbi.gov); Melody Nelson (melody.nelson@usdoj.gov); Norma Valdez (nvaldez@ci.laredo.tx.us); Bernard W. Ammerman (BERNARD.AMMERMAN@CO.WILLACY.TX.US); Brenda Gonzalez; cvgarcia@webbcountytx.gov; David Coronado (david.coronado@co.willacy.tx.us); Isidro Alaniz (iralaniz@webbcountytx.gov); Jenny Camacho; Luis Carlos DeLeon; Oscar Rivera (oscar.rivera@co.willacy.tx.us); Pete Acosta (USMS); Arcelia Lopez-Elizondo (aelizondo2@ci.laredo.tx.us); Charlotte Golden (charlotte.l.golden@usdoj.gov); Dianna Winstead (dianna.winstead@usdoj.gov); Elizabeth Soto (esoto@valverdesheriff.com); Mary Alice Saucedo (mary.saucedo@dhs.gov); Sonia Salazar (SAPD) (Sona.Salazar@sanantonio.gov); Sonya Lopez; Valirie Nash (Valirie.Nash@ice.dhs.gov)

Subject: South Texas HIDTA Executive Committee Meeting Reminder



South

Texas HIDTA

Executive Committee Meeting Reminder

- ❖ The next South Texas HIDTA Executive Committee Meeting is scheduled for:
- ❖ Date: Wednesday, June 11, 2014
- ❖ Time: 10:00 AM
- ❖ Meeting Location: South Texas HIDTA Director's Office
8600 Wurzbach, Suite 802
San Antonio, TX 78240
- ❖ Minutes from March 20, 2014 are also attached for review prior to meeting.
- ❖ As customarily done in the past, accommodations will be arranged individually by each Committee Member, but if you need assistance, please do not hesitate to contact this office at (210) 692-1532.

Terry Velez

Executive Assistant
South Texas HIDTA
8600 Wurzbach #802

Clariza Ramos

From: Sonya Lopez [slopez@hidtaskforce.us]
Sent: Monday, June 23, 2014 9:44 AM
To: clariza.ramos@da.co.hidalgo.tx.us
Subject: FW: South Texas HIDTA Executive Committee Meeting Reminder
Attachments: EXCOMM Mtg 032014.pdf

Good Morning Ms. Clariza,

Attached is the back-up.

Thanks
Sonya

From: Dora Munoz
Sent: Wednesday, June 04, 2014 2:12 PM
To: Sonya Lopez
Subject: FW: South Texas HIDTA Executive Committee Meeting Reminder

Good afternoon, Ms. Tterry
It's probably going to be myself, in place of Mr. Guerra

Dora L Muñoz

Commander
Hidalgo County Criminal District Attorney H.I.D.T.A Task Force
PO Box 5719
McAllen, TX 78502
956-381-0444 (tel)
956-381-8722 (fax)



WARNING: This record contains Sensitive Security Information that is controlled under 49 CFR parts 15 and 1520. No part of this record may be disclosed to persons without a "need to know", as defined in 49 CFR parts 15 and 1520, except with the written permission of the Administrator of the Hidalgo County Criminal District Attorney HIDTA Task Force. Unauthorized release may result in civil penalty or other action. For U.S. government agencies, public disclosure is governed by 5 U.S.C. 552 and 49 CFR parts 15 and 1520.

From: Terry Velez [mailto:tvelez@stxhidta.net]
Sent: Monday, June 02, 2014 2:57 PM
To: Christopher H. Combs (Christopher.Combs@ic.fbi.gov); Elizabeth Saenz (Elizabeth.Saenz@usdoj.gov); Janice Ayala (Janice.ayala@ice.dhs.gov); Joe Frank Martinez (jfmartinez@valverdesheriff.com); Jose C. Rodriguez III (jose.rodriguezIII@dps.texas.gov); Joseph Arabit (joseph.m.arabit@usdoj.gov); Kenneth Magidson (ken.magidson@usdoj.gov); Luis Saenz (luis.saenz@co.cameron.tx.us); Omar Escobar (omar.escobar@da.co.starr.tx.us); Raymond E. Garner (rgarner@ci.laredo.tx.us); Rene Guerra (raghcda@yahoo.com); Rodolfo Karisch "Rudy" (Rodolfo.Karisch@dhs.gov); Steven McCollough (steven.mccollough@ci.irs.gov); Tony Garcia (tgarcia@stx.hidta.net); William McManus (police.chief@sanantonio.gov); Aristides Jimenez (ajimenez@ice.dhs.gov); Calvin Shivers



TONY GARCIA, DIRECTOR
SOUTHWEST BORDER HIDTA – SOUTH TEXAS REGION



San Antonio, Texas
March 20, 2014

Aaron Rouse
Chair

Luis V. Saenz
Vice-Chair

Tony Garcia
Director

MEMBERS:

Cameron County
District Attorney

Drug Enforcement
Administration

Federal Bureau of
Investigation

Hidalgo County
District Attorney

Homeland Security
Investigations

Internal Revenue Service
– Criminal Investigations

Laredo Police Department

San Antonio
Police Department

Starr County
District Attorney

Texas Department of
Public Safety

US Attorney’s Office –
Southern District Texas

US Border Patrol

US Marshals Service –
Southern District Texas

Val Verde County
Sheriff’s Office

Executive Committee Meeting Minutes

Meeting was called to order by the STX HIDTA Executive Committee Chair, Aaron Rouse, representing the Federal Bureau of Investigation. Executive Committee Members and other meeting attendees introduced themselves. The Director, Tony Garcia recognized the 2013 National HIDTA Award winners and presented them with their certificates and awards. Outstanding Financial Investigative Effort was awarded to the San Antonio DEA HIDTA Task Force, and The Mary Marshall Outstanding Administrator Award recognized Gina Hinojosa, STX HIDTA Financial Manager.

APPROVAL OF MINUTES:

Minutes from December 4, 2013 were reviewed by Executive Committee. Motion to accept as written was made by Luis Saenz, representing the Cameron County District Attorney’s office, and seconded by Omar Escobar, representing the Starr County District Attorney’s office, motion carried.

OLD BUSINESS:

- *Initiative Review Proposed Schedule* – Deputy Director Michael Dromgoole informed the Executive Committee that all the Initiative Reviews are scheduled during the month of April 2014 by the Director and Deputy Director. Mr. Dromgoole also advised the committee of the change in due dates for the Annual Report, Threat, Strategy and Budget from ONDCP, which will require all reports be completed by June 15, 2014.
- *Intelligence Sub-Committee Update* – Frank Martinez, representing the San Antonio Police Department, gave an update on the progress made by the Intelligence Sub-Committee and passed out the reports on the Amistad Intelligence Center and the Laredo Intelligence Support Center. The group will continue to meet with the intelligence support centers in our AOR to review their efforts and will meet to discuss before presenting their findings to the Executive Committee in June.

NEW BUSINESS

- *LISC Proposed Position Change* – Director Garcia asked the Executive Committee to review the request from the Laredo Intelligence Support Center’s new Intelligence Analyst. A motion to approve the position change came from Jon Muschenheim, representing the US Attorney’s office for the Southern District of Texas and seconded by Vice-Chair Luis Saenz, motion carried-none opposed.
- *Congressional Letter* – Director Garcia spoke about the President’s push to cut 19% from the budget and how that would impact the HIDTA. He proposed that the Executive Committee send a letter to our congressmen and senators for our area of operation in order to give them the discussion points needed to arm themselves to fight on our behalf. Motion to send a Congressional Letter from the Executive Committee was made by Omar Escobar and seconded by G. E. Martinez, representing the Laredo Police Department, motion carried.

- *Executive Committee Charter* – Director Garcia mentioned that the Executive Committee Charter had not been reviewed in a number of years and will be reviewing and updating the charter as necessary. The Executive Committee will then receive the revised charter by May 2, 2014 for consideration of approval so they have 30 days before ratifying the charter at the June 2014 meeting.

DIRECTOR'S STAFF UPDATES:

- *Deputy Director* – Deputy Director Michael Dromgoole did not have a report for the Executive Committee at this time, however, he did present the Training Statistics provided by the Training Coordinator who was unable to attend.
- *PMP Coordinator* – Leroy Barrera presented the final 2013 PMP statistics to the Executive Committee. The Committee was also informed that Mr. Barrera is working with all the initiatives to complete the 2015 Initiative Budget Descriptions (IBDs).
- *Financial Manager* – Gina Hinojosa presented the approved 2014 Budget to the Executive Committee. She also informed them that the 2011 Budget has been closed out.
- *Intelligence Coordinator*
 - Eddie Hebisen spoke about the continued use and value that the Hemisphere Project has brought to South Texas HIDTA.
 - Mr. Hebisen also thanked the members of the Intelligence Sub-Committee for their work on the reviews of the intelligence initiatives.
- *Director*
 - Director Garcia informed the committee that DEA and CBP may help in the financing of the Hemisphere Project. The National HIDTA Directors voted to recommend the use of the 2014 Discretionary funding to cover the cost for one year for access via Los Angeles, Houston and Atlanta, HIDTA's.
 - Director Garcia also discussed the negative impact of the DOD reduction of budgets for the National Guard Training Programs.
 - Director Garcia also notified the Executive Committee that ONDCP has changed the due dates for all reports from the HIDTAs to June 15th, including the Annual Report, Threat and Strategy as well as the 2015 Budget.
 - Director Garcia and Deputy Director Dromgoole attended the HIDTA Director's Meeting in Phoenix, AZ the week prior to the meeting. At the meeting, they voted to lift the National Meeting Moratorium and planned the next meeting for Awards Conference in Washington, DC sometime in Dec. 2014.
 - Director Garcia advised the Executive Committee that he would be in South Padre Island on April 1-2 to attend the Southwest Border Sheriff's Coalition and the Texas Border Sheriff's Coalition.
 - Director Garcia will also be attending the DHE Region 1 Conference in Phoenix, AZ on May 6-7, 2014.

Executive Session

Next Meeting Date: Financial Sub-Committee will meet in Laredo, TX on June 3-4 for initiative budget presentations for the 2015 Budget Year (location TBD).

Executive Committee will meet at 10:00 am on Wednesday, June 11, 2014 in San Antonio, TX at the Director's Office.

Meeting Adjourned 12:58pm.

ATTENDEES PRESENT:

Executive Committee:

Aaron Rouse, Chair
Luis Saenz, Vice-Chair
Jon Muschenheim
G. E. Martinez
William Cotter
Joe Frank Martinez
Mel Rodriguez
Omar Escobar
Jose Rodriguez, III
Rodolfo Karisch
Janice Ayala
Frank Martinez
Tom Clark
Rene Guerra

Federal Bureau of Investigation
Cameron County DA Office
USAO, Southern District of Texas
Laredo Police Department
Internal Revenue Service
Val Verde Sheriff's Office
Drug Enforcement Administration
Starr County DA Office
Texas Department of Public Safety
US Border Patrol
Homeland Security Investigations
San Antonio Police Department
US Marshal Service – Southern District
Hidalgo County DA Office

Director's Staff:

Tony Garcia
Michael Dromgoole
Edward Hebisen
Leroy Barrera
Gina Hinojosa

Director
Deputy Director
Intelligence Coordinator
PMP Manager
Financial Manager

Other Attendees:

Waylon Bullard
Gabriel Colon
Luis Carlos De Leon
Chris Kurzon
Chief Jose Bañales
Chief Janae Florance
Oscar Rivera, Jr.
Bernard Ammerman
Isidro Alaniz
Ari Jimenez
Marcos Martinez
Tom Loper
Zach Carroll
Robert Andry
TSGT Lopez
Clete Buckaloo

Val Verde Sheriff's Office
49th District - District Attorney
Unified Narcotic Intelligence Taskforce
City of San Antonio Leasing
San Antonio Police Department
San Antonio Police Department
Willacy County DA Office
Willacy County DA Office
Webb County DA Office
Homeland Security Investigations
Office of Attorney General
Office of Attorney General
Texas National Guard
Texas National Guard
Texas National Guard
Texas OAG Law Enforcement

PURCHASE ORDER INCREASE COUNTY OF HIDALGO

Department: District Attorney's
 Contact Name: Roy Cazares
 Telephone # 956-318-2300

Purchase Order Number: 709551
 Increase # 2 for this Purchase Order
 Procurement Method:
 Contract # _____
 Cooperative Awarded Vendor
 (TBPC State Award, TCPN, TASB-Buyboard)
 Quotes over \$1,000.00 (verbal quotes)
 Quotes over \$5,000.00
 (attach written quotes)

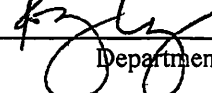
TO: Vendor Number: 30368
 Vendor Name: Rene A. Guerra
 Address: _____

Increase Purchase Order for the following items:

| Quantity | UOM | Description | Unit Price | Amount |
|----------|------|---|------------|--------------------|
| | | <i>Amount of Original Purchase Order</i> | | \$ 1,193.80 |
| 331 | MILE | MILEAGE EXPENSE COMMODITY CODE 92845 | .56 | \$ 185.36 |
| | | <i>Amount of Increase Request</i> | | \$ 185.35 |
| | | TOTAL AMOUNT | | \$ 1,379.16 |

Account Number: 4-1252-412-00-270-012-0-583

Reason: Need to reimburse Mr. Guerra for half of the mileage expenses from the HIDTA account. Mr. Guerra stopped at San Antonio, Texas for the HIDTA Executive Meeting on his way back from the Annual BPU Conference in Austin, Texas.

Authorization:  FOR RENE GUERRA
 Department Head

6/24/2014
 Date

Reviewed by: _____
 Purchasing Department

 Date

Approved By: _____
 Purchasing Agent

 Date

Approved By: _____
 Hidalgo County Auditor

 Date