



**Hidalgo County
Commissioners
Court**

Ramon Garcia
County Judge

David L. Fuentes
Commissioner, Precinct 1

Eduardo "Eddie" Cantu
Commissioner, Precinct 2

Joe M. Flores
Commissioner, Precinct 3

Joseph Palacios
Commissioner, Precinct 4

Executive Office

Valde Guerra
Executive Officer

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To: Maria Arcilia Duran, County Auditor

Attn: Deborah Fischer, Grants Accounting Supervisor

From: Valde Guerra, Executive Officer

Date: October 16, 2018

Re: Mileage reimbursement – WIC staff

Please be informed the Hidalgo County WIC Program employees attended a required staff training for the new TXIN paperless computer system.

The required staff training was in coordination with the State Agency and Verdtex. Staff was divided into two separate sessions: August 5-9, 2018 and August 12-16, 2018 from 8:00 am to 5:00 pm at the Embassy Suites in McAllen.

There was a total of 162 staff who received the training. In discussing the required training with Mrs. Clarissa Ramirez, a determination was made jointly, that coordination of travel was not feasible for some staff due to the following: staff lived in a different city or an area of the city that would have inconvenienced the employee, arrangements needed to be made for staff's children, staff did not have enough space in their vehicles to accommodate other staff and/or staff had other personal reasons for not being able to travel with other staff. Staff employed by the Hidalgo County WIC Program live anywhere in or in-between Cameron County and Starr County; some staff traveled more than an hour from their home/home base to the venue destination.

Please process any pending mileage reimbursement checks and disburse accordingly.

Cc: Clarissa Ramirez, WIC Director