

COUNTY of HIDALGO



EDINBURG, TEXAS 78539

HIDALGO COUNTY AUDITOR'S OFFICE
County Administration Building 3rd Floor
2808 S. Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577

WEBSITE: www.co.hidalgo.tx.us/auditor

MAILING ADDRESS:

HIDALGO COUNTY AUDITOR'S OFFICE
P. O. BOX 689
EDINBURG, TEXAS 78540-0689

OFFICE OF THE COUNTY AUDITOR

NOTICE OF DISCREPANCY AND/OR ADVISORY

DATE: 10/17/2019

TO: Rosie Cantu/Ana Galvan

DEPARTMENT: (080) CRIMINAL DISTRICT ATTORNEY

FROM: Minerva Diaz

PHONE: (956)-318-2511 ext 4675

REFERENCE: JASON'S DELI Invoice #19071690230700

THE FOLLOWING DOCUMENT (S), i.e. Invoice #19071690230700 IS/ARE BEING RETURNED, BECAUSE OF THE REASON (S) INDICATED BELOW AND REQUIRES YOUR IMMEDIATE ATTENTION. CORRECTIVE ACTION IS NECESSARY IN ORDER FOR MY OFFICE TO PERFORM ITS DUTIES ACCORDING TO STATUTES, POLICIES, FEDERAL REGULATIONS, AND ACCOUNTING STANDARDS.

PAYMENT (S) OF CLAIMS RELATED TO THIS DOCUMENT (S) WILL BE MADE AS SOON AS POSSIBLE AFTER CORRECTIVE ACTIONS HAS BEEN TAKEN AND THE CORRECTED AND PROPER DOCUMENTATION HAS BEEN SUBMITTED/RESUBMITTED TO THE AUDITOR'S OFFICE WITH SUFFICIENT TIME FOR THE AUDITOR TO EXAMINE AND APPROVE BEFORE THE NEXT SCHEDULED MEETING OF THE HIDALGO COUNTY COMMISSIONERS COURT, AS PER LOCAL GOVERNMENT CODE 113.064.

- EXPENDITURE INCURRED BEFORE PURCHASE ORDER ISSUED – PLEASE FOLLOW PROPER CLAIMS PROCEDURES
- PURCHASE ORDER NUMBER IS INCONSISTENT WITH INVOICE
- AMOUNT BILLED DOES NOT MATCH THE PURCHASE ORDER AMOUNT
- VENDOR ON PURCHASE ORDER DOES NOT MATCH INVOICE
- INSUFFICIENT DOCUMENTATION TO PROCESS PAYMENT
- SIGNATURE OR DATE NOT PRESENT
- SYSTEM SHOWS INVOICE PAID
- INSUFFICIENT FUNDING IN ACCOUNT # AVAILABLE \$
- NEEDS APPROVAL OF:
- NEEDS COMPLIANCE WITH PURCHASING POLICY/STATUTES/CONTRACTS (SEE COMMENTS)
- NEEDS CORRECTION(S):
- NEEDS ADDITIONAL DOCUMENTATION i.e.,:
- OTHER:
- COMMENTS / RECOMMENDATION: Please provide the following in order to process payment:
 1. Form M-1 sign by Mr. Rodriguez - see Non-Travel Meals, Refreshments, and Related Expenses Policy; Policies and Guidelines
 2. Written Agenda for the meeting - see Non-Travel Meals, Refreshments, and Related Expenses Policy: Procedures A.4.c
 3. Due to missing sign-in sheet, please create an agenda item for the next Commissioners Court Meeting asking for wavier of Non-Travel Meals, Refreshments, and Related Expenses Policy: Procedures A.4.d

COUNTY AUDITOR'S FORM: RE-CA-020
REVISED: 08/2010



HIDALGO COUNTY DISTRICT JUDGES

RICARDO P. RODRIGUEZ, JR JUDGE, 92ND D.C.	RODOLFO DELGADO JUDGE, 93RD D.C.	J. R. "BOBBY" FLORES JUDGE, 139TH D.C.	ROSE GUERRA REYNA JUDGE, 206TH D.C.	JUAN R. PARTIDA JUDGE, 275TH D.C.	MARIO E. RAMIREZ, JR. JUDGE, 332ND D.C.	NOE GONZALEZ JUDGE, 370TH D.C. OVERSEER	LETICIA LOPEZ JUDGE, 389TH D.C.	AIDA SALINAS FLORES JUDGE, 398TH D.C.
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HIDALGO COUNTY, TEXAS
ACCOUNTING PROCEDURES MANUAL

Procedure: M.1
Page: 1 of 5
Date Authorized: 08-05-2008
Supersedes:

NON-TRAVEL MEALS, REFRESHMENTS, AND RELATED EXPENSES

REFERENCE

County Auditor's Form M-1, *"Non-Travel Meals, Refreshments, and Related Expenses Claim"*

AUTHORITY

Local Government Code § 112.002, *"Accounting System in County With Auditor and Population of 190,000 or More"*

Government Code § 611.001, *"Lodging and Meal Expenses"*

Generally, meals provided to employees are considered taxable wages that must be reported on Form W-2, subject to Federal income tax withholding, social security, and Medicare unless specifically excluded by a section of the Internal Revenue Code (IRC). *IRC § 61, § 3121, § 3401*

Federal Tax Regulations § 31.3121(a)-1(h) and § 31-3121(a)-3 provide that amounts paid specifically—either as advances or reimbursements—for traveling or other bona fide ordinary and necessary expenses incurred or reasonably expected to be incurred in the business of the employer are not wages and are not subject to withholding if paid under an accountable plan.

A plan under which an employee is reimbursed for expenses – or receives an allowance to cover those expenses – is an accountable plan only if three conditions are satisfied: (1) there must be a business connection for the expenses; (2) the employee must either substantiate or be deemed to have substantiated the expenses; and (3) the employee must return to the employer amounts in excess of the substantiated expense. *IRC § 62(c); Reg. § 1.62-2(c); Reg. § 1.274-5T*

PURPOSE

The Hidalgo County Commissioners Court on August 5, 2008 approved the policy set forth below. The policy expands on the current authorization for expenditures of food for:

- Jurors (Code of Criminal Procedure Art. 104.001),
- Prisoners (Code of Criminal Procedure Art. 104.002),
- Adult Probation (Government Code § 509.011),
- Juvenile Probation (Human Resources Code § 141.082, § 141.084, § 152.0012, and § 152.1141), and
- AgriLife Extension (Agriculture Code § 43.033).

The policy provides guidelines to departments concerning when non-travel meals, refreshments, and related expenses may be paid for with County funds. The procedures set forth below are prescribed by the Hidalgo County Auditor and are to be followed regarding the payment or reimbursement of non-travel meals, refreshments, and related expenses.

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ACCOUNTING PROCEDURES MANUAL

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SCOPE

The policy, procedures, and guidelines apply to all Hidalgo County officials, department heads, and employees. Applicability of this policy is limited to non-travel meals and refreshments. This policy does not apply to payment or reimbursement of meals while the employee or individual is on travel status. Refer to the Travel Policy for situations in which the employee or individual is on travel status.

DEFINITIONS

"County Sponsored Events" means meetings, seminars, conferences, training sessions, and similar functions to conduct official County business.

"Meals" means food and non-alcoholic beverages provided at breakfast, lunch, or dinner.

"Necessary Expense" means an expense that is appropriate for the conduct of County business.

"Ordinary Expense" means an expense that is common and accepted in County business.

"Refreshments" means non-alcoholic beverages and food items (i.e., fruit, pastries, chips, cookies, cake, candy, etc.) commonly served between meals, but not intended to substitute for meals.

"Related Expenses" means expenses for essential serving products such as paper plates, cups, and plastic utensils related to allowable non-travel meals and refreshments.

POLICIES AND GUIDELINES

Based upon sufficient appropriations in the department's budget and approval by the official or department head, the County of Hidalgo, Texas will allow for the payment or reimbursement of non-travel meals, refreshments, and related costs incurred for the following purposes:

A. Permitted Expenditures

1. County sponsored events for the purpose of conducting substantial and bona fide official County business where attendees include at least one County employee and one or more non-County employees.
 - a. Expenditures may be incurred only for those attendees whose presence is necessary for the purpose of the event.
 - b. The duration of the events must be two or more consecutive hours.
 - c. If the County sponsored event occurs during a recognized meal period (i.e., breakfast 7:00 am to 8:00 am; lunch 12 noon to 1 pm; dinner 6:00 pm to

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7:00 pm) in order to accommodate scheduling requirements, meals may be provided. Otherwise, only refreshments will be permitted.

- d. Examples include, but are not limited to:
- i. Commissioners Court meetings
 - ii. Commission/board/committee meetings.
 - iii. Business meetings relating to promotion of economic development, building community cooperation, or information gathering.
 - iv. Formal training sessions held for the purpose of instruction or dissemination of information to general public.
2. Meal, refreshments, and related costs specifically authorized in a Federal, state or local government contract or grant, and only to the extent and for the purposes authorized.
3. Beverages for the purpose of providing hydration (sports drinks containing electrolytes) for employees performing job tasks outdoors where they are exposed to hot or humid weather conditions. This includes employees performing road work.

To conform to IRS regulations governing business expenses, the County will not reimburse costs to a County employee for non-travel meals, refreshments, and related costs when the reimbursement results in taxable income to the employee.

B. Guidelines for Permitted Expenditures

The following guidelines should be followed when making permitted expenditures for non-travel meals, refreshments, and related costs:

1. Budget: The sponsoring department must have sufficient appropriations in their budget (object code 630 *Food*) for such events.
2. Reasonable Costs (including taxes and gratuity): Meals may not exceed \$10 per person or \$250 per event. Refreshments may not exceed \$3 per person or \$125 per event. The cost of related expenses may not exceed \$25.
3. Documentation Requirements: The following supporting documentation will be required for the County Auditor to process payment for non-travel meals, refreshments, and related expenses except when purchasing beverages pursuant to Section A.3. For this purpose, only a purchase order and an original itemized invoice or receipt will be required:
 - a. Purchase order. The purchase order should include the event date, time, duration, and place; estimated number of attendees and affiliation; purpose of the event; and whether meals or refreshments will be provided.
 - b. Original itemized invoice or receipt.
 - c. Completed County Auditor's Form M-1, "*Non-Travel Meals, Refreshments, and Related Expenses Claim*" that documents the date, time, place, amount, and business purpose of the event.
 - d. Written agenda.

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- e. Sign-in sheet. The sign-in sheet must include the attendees' first and last names, title, and affiliation with the County. If it is not possible to provide a sign-in sheet, the reason for not providing the sign-in sheet must be documented and an estimated number of attendees must be provided.
4. The County Auditor will not pay or reimburse meal expenses that lack documentation or a clear business purpose.

C. Prohibited Expenditures

Expenditures of county funds for the following are specifically prohibited:

- Alcoholic beverages,
- Supplies for coffee breaks, office refreshments, etc.
- Regularly scheduled staff meetings
- Social events such as celebrating holidays or birthdays
- Employee recognition, volunteer recognition, or thank-you events
- The cost of meals or refreshments covered by a registration fee
- Charitable or political functions

PROCEDURES

A. County Department

1. Ensure that expenditures for non-travel meals, refreshments, and related costs comply with County policy and fund source restrictions.
2. Process a requisition in accordance with county purchasing policies and procedures. A requisition(s) should be issued for each event. The requisition should include the required information (Refer to Documentation Requirements for purchase orders under Guidelines for Permitted Expenditures).
3. Submit completed and signed County Auditor's Form M-1, "*Non-Travel Meals, Refreshments, and Related Expenses Claim*" to the County Auditor's Office - Accounts Payable Section, if required.
4. Ensure that the "*Non-Travel Meals, Refreshments, and Related Expenses Claim*" is accompanied by the following documentation:
 - a. Purchase order.
 - b. An original itemized invoice or receipt.
 - c. A written agenda.
 - d. A sign-in sheet. The sign-in sheet must include the attendees' first and last names, affiliation with the County, and position. If it is not possible to provide a list of attendees, for instance in case of employee health fairs, the reason for not providing the list of attendees must be documented and an estimated number of attendees must be provided.

B. Purchasing Department

1. Review requisition submitted by county departments for compliance with this County policy as well as County purchasing policies and procedures.
 - a. If requisition complies with County policy, issue purchase order.
 - b. If requisition does not comply with County policy, deny the requisition and notify department of deficiencies.

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C. County Auditor's Office - Accounts Payable Section

1. Review original itemized invoice or receipt and supporting documentation to determine compliance with County policy.
 - a. If documentation complies with County policy, process payment in accordance with internal procedures.
 - b. If documentation does not comply with County policy, return the documentation to the requesting department with an explanation for the denial to process payment.



HIDALGO COUNTY, TEXAS
NON-TRAVEL MEALS, REFRESHMENTS,
AND RELATED EXPENSE CLAIM

DEPARTMENT INFORMATION

Department: _____
Department Contact Name: _____
Contact Phone Number: _____

EVENT INFORMATION

Date: _____ Start Time: _____ End Time: _____

Duration: 0:00 Location: _____

Purpose of Event:
 Meeting Training Other: _____
(Please explain.)

Attendees: (Please attach sign-in sheet)
County Employees _____ + Non-County Employees _____ = Total 0

Meals: (Meals may not exceed \$10.00 per person including taxes and gratuity or \$250.00 per event.)
Breakfast _____ + Lunch _____ + Dinner _____ = Total 0

Refreshments: _____ (Refreshments may not exceed \$3.00 per person or \$125.00 per event.)

Related Expenses: _____ (Related expenses may not exceed \$25.00 per event.)

	ACTUAL	ALLOWABLE
Meals Expense:	\$ -	\$ -
Refreshments Expense:	\$ -	\$ -
Related Expenses:	\$ -	\$ -
Total Event Expenses:	\$ -	\$ -

(Please attach original receipts.)

FUNDING

Purchase Order Number: _____ Account Number: _____

APPROVAL

I, the undersigned, certify to the best of my knowledge, that the expenditures incurred were for official County business, have been expressly authorized by the Purchasing Department, and are in compliance with the Policy on Non-Travel Meals, Refreshments, and Related Expenses.

Name of Approving County Official/Department Head
(Please Print)

Signature of Approving County Official/Department Head

Date

Invoice:

Date Order Placed: 7/16/2019
Delivery Date Time: 7/18/2019 11:00 AM
Deliver To: 510 PLEASANT #HCMPO
WESLACO, TX (No Zip Cc
Driver's Name: Joe Ceron
Delivery Instructions:
Customer PO #:
Ordered By: Ureste, Rodrigo (956) 292-7604



Invoice Number: 1907169023070002

Payment Instructions
At End of Page
www.jasonsdeli.com

Hidalgo Co. District Attorney (CN:4107)
100 East Cano St.
Edinburg, TX 78539

Jason's Deli - North McAlle
4100 N 2nd St
McAllen, TX 78504
956-664-2199

PLEASE PAY FROM COPY OF INVOICE/CREDIT MEMO.
INVOICE/CREDIT MEMO WAS RECEIVED VIA THE FOLLOWING:

Customer Name: U.S. District Court

E-BILL OTHER:
HC DA'S OFFICE: *Rcauntra*

Menu Items Purchased:

Quantity	Item	Description	Each	Amount
50	CPP SAND TRAY (50 CPPCPP Sandwich Tray (50 CPP SAND T)		5.00	250.00
1	Utensils (1 Utensils)	Plates, Forks, Napkins (1 Utensils)	0.00	0.00
	Options:	No Plates Forks & Napkins		
1	DELIVERY FEE	DELIVERY FEE	0.00	0.00
	Options:	No Charge		

P.O. # 801699
INVOICE RECEIVED BY:
One Salvaron 08/22/2019
GOODS/SERVICES RECEIVED BY:
Rigo Ureste ON 07/18/2019

~~9-1223-412-00-080-007-0-630 = \$ 250.00~~

9-1281-412-00-080-121-9-630 = \$ 250.00
Please initial tip _____

Rcauntra

RECEIVED BY
COUNTY AUDITOR

Subtotal	\$250.00
Tax	\$0.00
Delivery Fee	\$0.00
Order Total	\$250.00
Added Tip	
Grand Total	

2019
AUG 22 PM 2:48

Customer Signature

Printed Name

Actual Delivery Time
(Customer enter # initial)

REC'D DA ADMIN 1
AUG 22 2019 PM 5:02

Thank you for being a Jason's Deli Customer

Due upon receipt --- Please detach and return

Payment Method: Corporate Account	Charged Amount Due	<u>\$250.00</u>	Site: Jason's Deli - North McAller Date: 7/18/2019 Invoice #: 1907169023070002 Customer PO #: Customer Account No.4107
--------------------------------------	---------------------------	-----------------	--

Please pay from this invoice.
Send your payment to: Jason's Deli
6000 S. Staples Ste. 300



**HIDALGO COUNTY, TEXAS
NON-TRAVEL MEALS, REFRESHMENTS,
AND RELATED EXPENSE CLAIM**

DEPARTMENT INFORMATION

Department: DISTRICT ATTORNEY'S OFFICE
 Department Contact Name: ANA GALVAN
 Contact Phone Number: (956) 292-7604

EVENT INFORMATION

Date: 7/18/2019 Start Time: 12:00 P.M. End Time: 2:00 P.M.
 Duration: #VALUE! Location: HCMPO Training Area, 510 South Pleasantview Dr., Weslaco
 Purpose of Event:
 Meeting Training Other: RGV ANTI-HUMAN TRAFFICKING TASKFORCE
 (Please explain.)

Attendees: (Please attach sign-in sheet)
 County Employees 17 + Non-County Employees 53 = Total 70

Meals: (Meals may not exceed \$10.00 per person including taxes and gratuity or \$250.00 per event.)
 Breakfast 0 + Lunch x + Dinner 0 = Total 0
 Refreshments: 0 (Refreshments may not exceed \$3.00 per person or \$125.00 per event.)
 Related Expenses: 0 (Related expenses may not exceed \$25.00 per event.)

	<u>ACTUAL</u>	<u>ALLOWABLE</u>
Meals Expense:	\$ <u>250.00</u>	\$ <u>250.00</u>
Refreshments Expense:	\$ <u>-</u>	\$ <u>-</u>
Related Expenses:	\$ <u>-</u>	\$ <u>-</u>
Total Event Expenses:	\$ <u>250.00</u>	\$ <u>250.00</u>

(Please attach original receipts.)

RECEIVED BY
COUNTY AUDITOR
2019 SEP 20 PM 2:28

FUNDING

Purchase Order Number: 801699 Account Number: 9-1281-412-00-080-021-9-630

APPROVAL

I, the undersigned, certify to the best of my knowledge, that the expenditures incurred were for official County business, have been expressly authorized by the Purchasing Department, and are in compliance with the Policy on Non-Travel Meals, Refreshments, and Related Expenses.

Rosalinda Canbi
 Name of Approving County Official/Department Head
 (Please Print)

Rosalinda Canbi
 Signature of Approving County Official/Department Head

September 24, 2019
 Date



RIO GRANDE VALLEY ANTI-HUMAN TRAFFICKING TASKFORCE

Executive Committee

Investigator Juan Cano
Chair

Marissa Cano
Chair

Rosie Martinez
Executive Advisor

Mandie Roel
Secretary

Rosa Aguirre
Medical Liaison

Perla Guzman Human
Trafficking
Coordinator

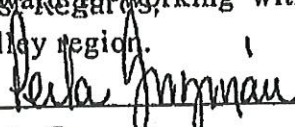
July 3, 2019

Dear Colleague,

On behalf of the Rio Grande Valley Anti-Trafficking Taskforce Executive Committee, we are cordially inviting you to join us on July 18, 2019, from 12 noon to 2 p.m. at the HCMPO Training Area located at 510 S. Pleasantview Dr. Weslaco, Texas, for our monthly meeting that will be held to fulfill our mission to support, assist and identify victims of human trafficking, investigate, apprehend and prosecute traffickers.

We value your collaboration and expertise to effectively carry on this mission. This taskforce is only open to law enforcement officers, prosecutors and direct victim service providers in the counties of Hidalgo, Cameron, Willacy, Starr and Brooks.

If you are interested in attending this meeting, *please RSVP by July 15, 2019*. A light lunch will be provided and we need a headcount for meals. You can email your confirmation to rgvahtt@gmail.com. Thank you for your time and attention in regards to this matter. If you have any questions in regards to this meeting please feel free to call me at (956) 292-7600 ext: 8056. We look forward to working with you to end human trafficking in the Rio Grande Valley region.



Perla Guzman
Human Trafficking Coordinator

REC'D DA ADMIN 1
AUG 13 2019 4:57

EMAIL:

Anti-Human Trafficking Task Force **Rio Grande Valley**



Check here	Abrams	Kristen	Kristen.L.Abrams@asu.edu		
	Abrego	Sylvia	juanito.abrego@jpd.co.hidalgo.tx.us	Juvenile Probation	(956) 587-6200
	Aguilar	Javier	javier.aguilar@jpd.co.hidalgo.tx.us	Juvenile Probation	(956) 587-6200
	Aguilar	Vanessa	vaguilar@tcc1878.org	The Childrens Shelter	
	Aguirre	Rosa	ro.aguirre@dhr-tgv.com	DHR	
	Aguirre	Rosa	ro.aguirre@dhr-tgv.com		
	Alafia	Homero	halafia@sanjuanpolice.com	SIPD	(956) 233-2400
	Alaniz	Jose	jose.alaniz@da.co.startt.tx.us		
	Aleman	Mike	mike.daleman@hidalgo.org		
	Almaguer	Andrea	andrea.almaguer01@utrgv.edu		
	Almaguer	Diana	DA0419@bcfs.net	BCFS Common Thread	
	Almanza Jr.	Gustavo	gustavo.almanza@cbp.dhs.gov		
	Antonelli	Claire	cantonelli@trta.org	Texas RioGrande Legal Aid	(956) 393-6201
	Aulds	Cynthia	cynthiaaulds@yahoo.com		
	Avila	Alexandra	avila@tcci1878.org	The Children's Center	(956) 605-7370
	Avila	Juan	juan.avila@hidalgo.org		
	Azuara	Nicole	nicole.mazuraz@hidalgo.org	HCSO	
	Barboza	Johnny	jbarboza_1384@southtexascollege.edu		
	Benavidez IV	Carlos	carlos.benavides@da.co.hidalgo.tx.us	Hidalgo DA Office	(956) 292-7600
	Brooks	Sharmayne	brooks712@gmail.com		
	Cano	Juan	juan.cano@da.co.hidalgo.tx.us		
	Cano	Marissa	marissa.cano@bcfs.net		
	Cansino	Maria	mc3015@bcfs.net	BCFS Common Thread	956-668-1346
	Cantu	David R.	davidr@cantulawfirm.net	Refugee Services of TX	(956) 529-7585
	Cantu	Estella	ecantu@rstx.org		
	Cardoza	Olga	olgacardoza@hotmail.com		
	Carrizales	Corando Cori	carrizales.coronado@dol.gov	U.S Dept of Labor	(956) 432-9903
	Cruz	Manuel	mcruz@lrgvdc.org	LRGVDC	(956) 682-3481
	Cuellar	René	rcuellar@weslaco.tx.gov		
	Davila	Denise	denise.davila@hidalgo.org	HCSO	(956) 803-2257
	de Vedia	Gonzalo	Gonzalo.Martinez.de.Vedia@asu.edu		
	Denner	Maryann	maryann.denner@jpd.co.hidalgo.tx.us	Judge Mario E. Rmz Juvenile Justice Cntr	
	Dingler	Rosalinda	rosalinda.gdingler@jpd.co.hidalgo.tx.us	Judge Mario E. Rmz Juvenile Justice Cntr	
	Dominguez	Jesus	jesus.adominguez@hidalgo.org		
	Flores	Brenda	bflores@rstx.org	Refugee Services of Texas	(956) 249-4909
	Flores	Patricia	patricia.flores03@utrgv.edu		
	Flores	Robert R.	rrfloreslaw.com	RR Flores Law	956-329-1099
	Flores	Yadira	yflores@lrgvdc.org		
	Flores Cavazos	Yadira	yflores@lrgvdc.org	LRGVDC	(956) 682-3481
	Gaitan	Atancio	atanacio.gaitan@co.hidalgo.tx.us	Hidalgo County Constable-Precinct 4	(956) 383-8560
	Gallardo	Larry	larry.gallardo@co.hidalgo.tx.us		

Garcia	Jessica	jessica.garcia@pd.pharr-tx.gov	Pharr PD
Garcia	Laura	laura.garcia09@utrgv.edu	John Austin Pena
Garrett	George	agarrett@sc2000.net	Hidalgo County Constable Pct 1
Garza	Cynthia	cgarza@sullivancity.org	
Garza	Mayra	cvadvocate@cityofpenitaspd.net	Penitas PD
Garza	Nelda	olinda garza@yahoo.com	McAllen Primary Care Clinic
Garza	Rafael	ralph.garza@hidalgo.org	HCSO
Gomez	Cynthia	cynthia.gomez@cachidalgo.org	Childrens Advocacy Center of Hidalgo County
Gomez	Graciela	gg1616@bcfs.net	BCFS
Gomez	Rose	rgomez@co.cameron.tx.us	Darrell B. Hester Juvenile Justice Center
Gonzalez	Amy	amy.gonzalez@jpd.co.hidalgo.tx.us	Juvenile Probation
Gonzalez	Nancy	ngonzalez@lrgvdc.org	
Gonzalez	Nellie	ngonzalez@da.co.starr.tx.us	
Gonzalez	Rene	rene.gonzalez@co.hidalgo.tx.us	
Gorena	Ricardo R.	ricardo.gorena@dtps.state.tx.us	
Hernandez	Gloria	gloria.hernandez@cachidalgo.org	Childrens Advocacy Center
Hernandez	Melissa	mg1214@bcfs.net	BCFS HHS
Hernandez	Yesenia	yhernandez@sanjuanpolice.com	
Hinojosa	Annette	annette.hinojosa@co.willacy.tx.us	
Hughes	Tracy	tracy@tamarstapestry.org	Tamar's Tapestry
Hurtado	Eduardo	Eduardo.C.Hurtado@ice.dhs.gov	
Jarvis	Jared	JARED.J.JARVIS@cbp.dhs.gov	
Kuesse	Elyse	eeekusse@ncmec.org	NCMEC
Landa	Michael	Michael.Landa@dps.texas.gov	DFPS
Lara	Maritza	mlara@weslacotx.gov	Weslaco PD
Leal	Danny	dleal1@mcallenpd.net	
Lisi	Alison	alisi@trila.org	
Lopez	Lori	lori.lopez@jpd.co.hidalgo.tx.us	Texas RioGrande Legal Aid
Lopez	Oswaldo	olopez@tria.org	
Luevano	Cassandra	Cass23luevano@aim.com	
Macias	Diana	dcortezmacias@yahoo.com	
Maria Cristina	Hernandez	Maria.Hernandez@dps.texas.gov	
Martinez	Brian	brian.l.martinez@cbp.dhs.gov	
Martinez	Lisa	lm0917@bcfs.net	
Martinez	Miguel	marmartinez@weslacotx.gov	Weslaco PD
Martinez	Rosa	rosa.martinez@da.co.hidalgo.tx.us	
Mattingly	Chuck	chuck.mattingly@co.willacy.tx.us	
Mendez	Liliana	liliana.mendez@co.cameron.tx.us	
Mijares	Juan	juan.mijares@co.willacy.tx.us	
Molina	David	david.molina@hidalgo.org	
Monforte	Miguel	mmonforte0413@missionpolice.org	
Montemayor	John	john.montemayor@mcallensd.net	

Montoya	Georgia	georgia.montoya@psjaisd.us	LRGYDC
Morales	Debby	dmorales@lrgvdc.org	
Morales-Martinez	Nereyda	nereyda.moralesmartinez@co.willacy.tx.us	(956) 342-1000
Odum	Larry	larryodum@sbcglobal.net	ACME
Olivares	Eifren C.	eifren@texascivilrightsproject.org	
Ovalle	Rene	Rovalle@fbi.gov	
Pacheco	Lizette	lpacheco@rstx.org	Refugee Services of Texas
Pearson	Kyle	Kyle.S.Pearson@ice.dhs.gov	Homeland Security
Perez	Aida	aida.perez@da.co.start.tx.us	
Perez	Andrew	andrew.perez@co.hidalgo.tx.us	
Perez	Javier	jperez@co.cameron.tx.us	956-381-1800
Perez	Katherine G.	katherine@kperzelaw.net	
Perez	Roberto	robert.perez@co.hidalgo.tx.us	
Ramirez	Gina	ginaramirez421@yahoo.com	Counselor
Ramon	Javier	jrmon0200@missionpolice.org	(956) 391-7919
Regalado	Olga	olga.iregalado@hidalgo.org	(956) 584-5021
Resendez	Irasema	irasema.resendez@bcfs.net	(956) 393-6119
Rios	Emma	EMMA.RIOS@DFPS.STATE.TX.US	BCFS
Rodriguez	Ella	erodriguez@tcc1878.org	DFPS
Rodriguez	Javier	javier.rodriguez@co.hidalgo.tx.us	The Childrens Center Runaway and Homeless Youth Program
Rodriguez	Officer R.	rrodriguez0270@missionpolice.org	409-795-5711
Roel	Mandie	amandamiroriel@gmail.com	(956) 383-8560
Rosa	Alberto	alberto.rosa@ice.dhs.gov	(956) 648-9326
Rosales	Michael	mosales0542@missionpolice.org	
Rosales	Mike	Mrosales0542@missionpolice.org	Mission PD
Rosas	Susan	Susan.Rosas@bcfs.net	(956) 342-0123
Saenz	John	jsaenz@mcallenpd.net	(956) 554-5025
Saenz	Juanita	jsaenz@lrgvdc.org	BCFS
Saenz	Nancy	ngsaenz@gmail.com	LRGYDC
Salazar	Cindy	cindy.salazar@co.willacy.tx.us	Hope Family Health Center
Salazar	Delfina	dsalazar@weslacobx.gov	
Salinas	Eloy	esalinas15@lajoyaisd.net	Weslaco PD
Salinas	Yvette	antitrafickingtx@gmail.com	
Samaniego	Mario Cesar	flrsvy@gmail.com	956-483-9938
Sanchez	Horraldo	horraldo.sanchez@co.hidalgo.tx.us	Buffet-McCain Institute Initiative to Combat Slavery
Sauceda	J.P.	john.sauceda@co.hidalgo.tx.us	Family Life Solutions
Scamardo	Luke	Luke.Scamardo@dps.texas.gov	Hidalgo County Constable-Predinct 4
Segovia	Javier	javier.segovia01@utrgv.edu	Hidalgo County Constable Pct 1
Serna	Maritza	mserna@evolvingsteps.com	
Sifuentes	Juan	jsifuentes2@hidataskforce.us	Evolving Steps
Smith	Nori	smithnori90@gmail.com	HIDTA
Solis	María	maria.solis@jpd.co.hidalgo.tx.us	(956) 929-8415

Southey	Sarah	Sarah.Southey@asu.edu		
Taylor	Belinda	Belinda.Taylor@dps.texas.gov		
Title	Jody	asstchieftitle@missionpolice.org		
Torres	Abby	atorre@ccrgv.org		
Trevino	Lionel	lionel.trevino@dps.texas.gov	DPS Polygraph Unit	(956) 607-1503
Trevino	Yezenia	yezenia.trevino@jpd.co.hidalgo.tx.us	Juvenile Probation	(956) 587-6200
Tumlinson	David	dtumlinson@co.cameron.tx.us	Cameron County Juvenile	(956) 399-3075
Vega	Lorena	LVEGAFFCC@sbcglobal.net		
Vela	Robert	ROBERT.VELA@dtps.state.tx.us		
Vera	Ben	ben.vera@co.willacy.tx.us		
Villarreal Jr.	Efrain	ev0419@bcfs.net	BCFS Common Thread	(210) 315-9153
Walker	Victoria	VMWalker@ncmec.org		
Wolpers	Jeff	jw1014@bcfs.net	BCFS HHS	(956) 367-4295
Zamora	Evana	evana.zamora01@utrgv.edu		
Zepeda	Zulema	zzpedafcc@sbcglobal.net	Family Crisis Center	(956) 873-6433
Zuraw	Meghan	mzuraw@ncmec.org		

PO No 001699 Requisition No 00397723 RTB No PO Date - From To Search
 PO Date 07-15-2019 Vendor No 255637 RIB Notes
 Owner RURESTE Vendor Name JASONS DELI
 PO Type Address 6000 S. STAPLES, STE.300
 CORPUS CHRISTI, TX 78413
 PO Total 250.00
 Amount Paid .00
 Amount Liquidated .00
 Open Amount 250.00

Line No	Ordered	Quantity Received	Canceled	Catalog No	Description	Unit Price	Amount
1	60			EX	COMMUNITY SELECT SANDWICH TRAY	6.000	250.00
Total							250.00
Account Number	Description	Amount	Amount Liq	Open Amount			
9-1281-412-00-080-021-9-630	ASU-FOOD	250.00	.00	250.00			
9-1223-412-00-080-007-0-630	DA CCP59-FOOD	.00	.00	.00			



Purchase Order COUNTY OF HIDALGO

PO# 801699

DATE: 07/15/19

PAGE NO: 1 Of 1

PO TYPE:

VENDOR: 255637

REQ: 00397723

PHONE: (361)854-5446

Fax: (361)854-0565

EMAIL:

SHIP TO: Hidalgo County District Attorney
100 East Cano
Edinburg Tx 78539

JASON'S DELI
6000 S. STAPLES, STE.300
CORPUS CHRISTI TX 78413

CONTACT: RODRIGO URESTE (956) 292-7604

SITE: CRIMINAL DISTRICT ATTORNEY

CONTRACT NO: EXEMPT

SPECIAL INSTRUCTIONS:

VENDOR NOTES

1. Do not add to, or alter this Purchase Order. This Order is not renewable.
2. TAX EXEMPTION: This Purchase Order may be accepted in lieu of Exemption Certificate.
3. This Order is also placed F.O.B. Destination. Vendor must repay all shipping costs.
4. Invoice each Purchase Order singly. Original Invoices are required customer copy may be accepted. Out number must appear on all invoices, bills of lading, and packages.
5. Payment will be made only for bona fide and full completed orders, unless otherwise attached.

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
		DISTRICT ATTORNEY'S OFFICE WILL BE HOSTING A ANTI-TRAFFICKING TASKFORCE COMMITTEE MONTHLY MEETING.		
		ATTENDEES : HIDALGO COUNTY ASSISTANT DISTRICT ATTORNEY'S & INVESTIGATORS , VALLEY WIDE LAW ENFORCEMENT AGENCY'S		
		DATE : THURSDAY JULY 18, 2019 TIME: 12:00 NOON TO 2:00 PM LOCATION : HCMPO TRAINING AREA 510 S. PLEASANTVIEW DR. WESLACO, TX		
50.00	EACH	EX COMMUNITY SELECT SANDWICH TRAY	5.0000	250.00
		TOTAL:		250.00
		LUNCHEON FOR ATTEENDEES		
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		
		***** For Hidalgo County use only 9-1223-412-00-080-007-0-630		250.00

REC'D BY ADMIN 1
JUL 15 2019 PM 3:35

Authorized by: _____

Martha L. Salazar