

# Interoffice Memo

**Date:** 2/7/19  
**To:** Board of County Commissioners  
Attention: Commissioner Karen Keith, Chairman  
**From:** Dan Pease, CIO  
**RE:** Travel Request – Cliftonstrengths Summit 2019



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I am requesting the Board's consideration and approval for Alan Vanderburg to attend the Cliftonstrengths Summit June 2-6, 2019, in Omaha, NE.

Expenses are estimated at a total of \$2500.00. Funds are budgeted and available for this request.

Thank you in advance for your consideration in this matter.

**Cc:** Commissioner Ron Peters  
Commissioner Stan Sallee  
Michael Craddock, Chief Deputy  
John Fothergill, Chief Deputy  
Vicki Adams, Chief Deputy