

COUNTY COURT OF MADISON COUNTY

STACI B. O'NEAL
County Judge
P. O. Box 1626
Canton, Mississippi 39046



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February 8, 2024

Madison County Board of Supervisors

Re: National Association of Drug Court Professionals ("NADCP")

Dear Members of the Board:

The Madison County Family and Juvenile Drug Treatment Courts received grant funds for three of our staff members, Steven Stafford, Jamie Ballard, and Amy Nisbett, to attend the NADCP Conference May 22-May 25, 2024 in Anaheim, California. This is valuable training for our staff, and we are fortunate to have funding for this purpose.

Please place the following items on the next agenda for acknowledgement and consent:

1. Pay the Membership fee of \$60 per person for Steven Stafford, Jamie Ballard, and Amy Nisbett. This must be done electronically.
2. Pay the conference fee of \$795 per person for Steven Stafford, Jamie Ballard, and Amy Nisbett. This must be done electronically.
3. Book flights up to \$700 per person for the following: Steven Stafford, Jamie Ballard, and Amy Nisbett. Please do not book without confirming specific arrangements with Amy Nisbett regarding airline and flight details.
4. Accommodation for four (4) nights during the conference for Steven Stafford, Jamie Ballard, and Amy Nisbett. (May 21- May 25). Please book 3 hotel rooms at the Hyatt House at Anaheim Resort/Convention Center. The hotel allowance shall not exceed more than \$250 a night. This booking must be made electronically, and the hotel is expected to be sold out. If this hotel is sold out at the time of booking, please consult with Amy Nisbett for other possible accommodations.
5. The appropriate per diem rate for 5 days for each staff member mentioned above.
6. As travel arrangements are always subject to change, we are requesting flexibility for transportation needs such as taxi or uber should the need arise.

Sincerely,

Staci B. O'Neal
Madison County Judge