

MEMORANDUM

TO: Greg Higginbotham, Madison County Administrator
FROM: Mendal Kemp, ^{M. Kemp} Madison County Veterans Service Officer
SUBJECT: 2024 County Veterans Service Officer Training
D'Iberville Community Center
D'Iberville, Mississippi
April 8-11, 2024

As required by law, the Mississippi Veterans Affairs Board is providing training for County VSOs. This year's training will be held at the D'Iberville Community Center on April 8-11, 2024 in D'Iberville, MS. Casey Davis, CVSO and I must attend this training in order to maintain our Accreditation/Certification and to better serve the Veterans in Madison County. The cost of this training is within our approved FY 2024 Budget.

Estimated cost is as follows:

Mendal Kemp – Hotel - \$500.00 (\$125 X 4 Nights); Meals - \$184.00 (\$46.00 X 4 Days); Mileage - \$325.00 (520 miles X .625) - **Subtotal: \$1,009.00**

Casey Davis – Hotel - \$500.00 (\$125 X 4 Nights); Meals - \$184.00 (\$46.00 X 4 Days); Mileage - \$325.00 (520 miles X .625) – **Subtotal: \$1,009.00**

Total Cost to County: \$2,018.00

Thank you for your consideration.