

COUNTY COURT OF MADISON COUNTY

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



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February 12, 2025

Dear Members of the Board:

The Madison County Juvenile Drug Treatment Court and Family Drug Treatment Court has delegated grant funds for four of our staff members, Steven Stafford, Ashley Alexander, Latanya Allen and Steven Ross, to attend the NADCP Conference May 28-May 31, 2025 in Orlando, Florida. This is valuable training for our staff, and we are fortunate to have funding for this purpose. At this time, Jamile Ballard and Amy Nisbett will not be attending the conference but will be joining the conference membership to receive limited conference resources associated with membership.

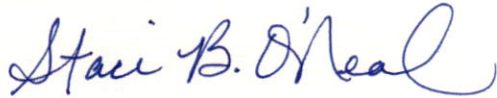
Please place the following items on the next agenda for acknowledgement and consent:

1. As the conference fee is less expensive for members, please reimburse each employee for the Membership fee of \$60 per person from the following fund numbers: Ashley Alexander (Fund 190-163), Latanya Allen and Steven Ross (Fund 185-163), Steven Stafford Amy Nisbett, and Jamie Ballard (Fund 186-163). Employees will submit receipts through the usual process for the membership fee to be reimbursed.
2. Please approve payment of the Early Bird Conference fee of \$795 per person for Ashley Alexander (Fund 190-163) and Latanya Allen and Steven Ross (Fund 185-163), Steven Stafford (186-163). Employees will be responsible for registering themselves for the conference and submitting invoices for payment through the regular process for payment of invoices.
3. Please approve airline flight reimbursement up to \$500 or mileage up to the same amount per person for the following: Ashley Alexander (Fund 190-163) and Latanya Allen and Steven Ross (Fund 185-163) and Steven Stafford (186-163). Employees will be responsible for booking their own airline flights and will seek reimbursement through the regular process for reimbursement.
4. Please approve reimbursement for accommodation for four (4) nights during the conference (May 28 to May 31, 2025). Please provide reimbursement from the following funds: Ashley Alexander (Fund 190-163), and Latanya Allen and Steven Ross (Fund 185-163) and Steven Stafford (186-163). Employees were able to reserve some of the dates at the conference rate of \$170 per night but within 15 minutes of the conference opening the housing portal, the conference rate rooms were sold out and therefore the non-conference rate of \$333 per night may be needed for a couple

of nights in some cases. Please approve reimbursement for these employees with an average of \$250/a night with a total of 4 nights. Receipts will be provided for reimbursement through the usual process.

5. The appropriate per-diem rate for 5 days for each staff member listed above.

Sincerely,

A handwritten signature in blue ink that reads "Staci B. O'Neal". The signature is written in a cursive style with a large, looping "O" at the end.

Staci B. O'Neal
County Court Judge