

**San Augustine County Travel per Diem Meal Voucher**

Date Submitted: 04/23/2026

Employee Name: Katelyn M. Poindexter

Name and Location of Out of Town Training / School Event:

Beaumont, TX.; Basic Corrections Physical Tactics

Jefferson County Sheriff's Office

Training / School Start Date: 05/05/2026

Training / School End Date: 05/07/2026

Total per Diem Days 3 X \$60 = \$180.00

Employee Signature \_\_\_\_\_

Supervisor Signature\* Cheryl Procell

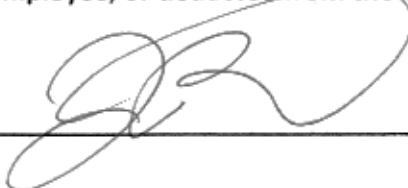
\*Supervisor signature is NOT required for Elected Official or Department Head

Please submit per diem meal vouchers to County Treasurer's Office at least two weeks prior to the date of departure.

All vouchers will be submitted to Commissioners Court for approval. Per Diem meal checks must be picked up at the County Treasurer's officer prior to the date of travel.

**NOTE:**  
County credit cards should not be used for meals except in cases of a travel emergency.

(Note – charges made to county credit card for full day travel per diem meals must be reimbursed by the employee, or deducted from the employee's trip voucher.)

Judge Signature: 

Per Diem approved in Commissioners Court on: \_\_\_\_\_



**San Augustine County Travel per Diem Meal Voucher**

Date Submitted: 05/07/2026

Employee Name: Chavis Holman

Name and Location of Out of Town Training / School Event:

TCIC/NCIC Full Access; Lufkin P.D.

Training / School Start Date: 05/04/2026

Training / School End Date: 05/06/2026

Total per Diem Days 3 X \$30 = \$ 90.00

Employee Signature \_\_\_\_\_

Supervisor Signature *Cheryl Procell*

\*Supervisor signature is NOT required for Elected Official or Department Head

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Judge Signature: *[Signature]*

Per Diem approved in Commissioners Court on: \_\_\_\_\_

03884
RECEIVED 5/7/26
FOR
DATE 11570521010
\$90

**San Augustine County Travel Per-Diem Meal Voucher**

Date Submitted: 04/23/2026

Employee Name: Jeff Boyd

Name and Location of Out of Town Training / School Event:

2026 Judicial Education Roundtable

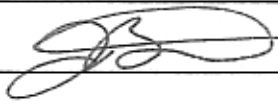
Cambria Hotel Waco University Riverfront

Training / School Start Date: 05/19/2026

Training / School End Date: 05/21/2026

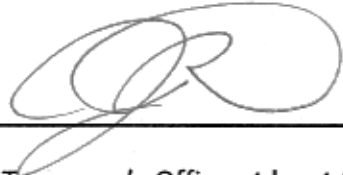
Total Per Diem Days 3 X \$60 = \$ 180.00

Employee Signature \_\_\_\_\_

Supervisor Signature\*  \_\_\_\_\_

VENDOR	<u>03130</u>
RECEIVED	<u>4/27/26</u>
FOR	_____
CODE	<u>109052190</u>
AMOUNT	<u>\$180</u>

\*Supervisor signature is NOT required for Elected Official or Department Head

Per diem approved in Commissioners Court on:  \_\_\_\_\_

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