

From: Nancy Gamroth [<mailto:nancy.gamroth@tvc.texas.gov>]
Sent: Tuesday, March 26, 2013 2:31 PM
To: Gloria Saenz (Leal)
Subject: VCSO Information

Dear Ms. Saenz,

Section 434.038(a), Texas Government Code, requires VCSOs to attend Commission Training to maintain Certification or Accreditation. Certification is also required for those wishing to enter Commission's Accreditation Program.

All Veterans County Service Officers and Assistants (VCSOs) are covered under our reimbursement policy for financial assistance. Any other VCSO staff members are welcome to attend our training as well, but that is at the expense of the county. Additionally, these staff members will not receive credit toward Certification or Accreditation. Our next training session is May 20-May 23, 2013 in San Antonio.

Normally, our Initial Training attendees who are VCSOs have their hotel reservation on TVC Direct Bill and are reimbursed for their mileage and provided a reimbursement of \$46 per diem. Those attending either the Certification or Accreditation levels are reimbursed for their hotel and the per diem only. Reimbursements are usually received within 10-15 days following the training. Also, VCSOs are provided only one reimbursement per calendar year.

Because of a one-time increase in funding for this year's 2013 Spring Training Conference, all VCSO hotel reservations will be direct billed to TVC. Initial Training attendees will be reimbursed for their mileage and per diem. Certification and Accreditation levels will be reimbursed for per diem only. Spring's reimbursements will not affect reimbursement eligibility during the Fall Conference, to be held in Dallas in September.

Let me know if you need further information.

Sincerely,
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