
DATE: 05/11/2026
TO: COUNCIL - REGULAR CITY COUNCIL MEETING
SUBJECT: TRAINING REVIEW AND ACKNOWLEDGEMENT FORMS

Finance

Emp: Brandy Schustereit
Training Title: GFOAT (Gov Finance Officers Assoc)
Date: April 20, 2026 – April 21, 2026

Emp: Jasmin Stafford
Training Title: GFOAT (Gov Finance Officers Assoc)
Date: April 20, 2026 – April 21, 2026

Fire

Emp: Lannen, Milizza
Training Title: TEEX – Reducing Cancer Awareness in Fire Service
Date: April 28, 2026

Emp: Jose Morales
Training Title: TEEX – Reducing Cancer Awareness in Fire Service
Date: April 28, 2026

Emp: Boyd Staloch
Training Title: TEEX – Reducing Cancer Awareness in Fire Service
Date: April 28, 2026

Emp: Brendon Stroleny
Training Title: TEEX – Reducing Cancer Awareness in Fire Service
Date: April 28, 2026

Police:

Emp: Jeremy Crull
Training Title: MVCPA Grant Workshop
Date: April 8, 2026

Emp: Lily Oritz
Training Title: Tx Public Information Act
Date: April 8, 2026 – April 9, 2026

Continued Page 2

Emp: Eric Salles
Training Title: Mid Coast Hurricane and Disaster Conf.
Date: April 15, 2026 - April 16, 2026

Emp: Joaquin Sandoval
Training Title: Criminal Patrol Drug Interaction
Date: April 09, 2026 - April 10, 2026

Public Works:

Emp: William Shaffer
Training Title: Mid Coast Hurricane and Disaster Conf.
Date: April 15, 2026 - April 16, 2026



CITY OF PORT LAVACA

TRAINING REVIEW & ACKNOWLEDGEMENT FORM

This form must be completed and submitted to your supervisor within 3 working days of returning from any training or conference that was paid for by the City.

EMPLOYEE NUMBER: 1610 EMPLOYEE NAME: BRANDY SCHUSTEREIT

DEPARTMENT: Finance TRAINING / CONFERENCE DATE(S): 04/20-04/21/2026

TRAINING/ CONFERENCE TITLE: GFOAT

LOCATION: San Antonio, Tx

1. Purpose of Training/ Conference

(Briefly explain the reason for attending and what the training was intended to accomplish)

To assure that I, as Accounts Payable, am conducting business as such that is line with the standard of the requirements set by the State. I also wanted to hear other suggestions and examples to verify we are acting in the most efficient manner.

2. Summary of Activities or Topics Covered

(What sessions, classes, or workshops did you attend?)

"Get "R" Done - Late Financial Statements"
"Cybersecurity, Risk Management"
SB 1851 - Road To Audit Readiness
Modernizing Internal Controls

3. Key Takeaways or Skills Learned

(What did you learn or gain from this experience?)

I learned techniques for completing a smooth audit. I was given examples and techniques on how to prioritize and complete duties in an efficient and timely manner while minimizing stress. I learned (by examples given) the many things NOT to do. The importance of not relying solely on emails for the sake of reducing fraud.

EMPLOYEE SIGNATURE: BRANDY SCHUSTEREIT

DATE: **RECEIVED**

DEPARTMENT HEAD SIGNATURE: _____

DATE: **APR 28 2026**

HR SIGNATURE: [Signature]

DATE: **CITY OF PORT LAVACA
CITY MANAGER**



CITY OF
PORT LAVACA

TRAINING REVIEW & ACKNOWLEDGEMENT FORM

This form must be completed and submitted to your supervisor within 3 working days of returning from any training or conference that was paid for by the City.

EMPLOYEE NUMBER: 3180

EMPLOYEE NAME: Milizza Larnen

DEPARTMENT: PLFD

TRAINING/ CONFERENCE TITLE: Cancer Awareness

LOCATION: Station 1 1501 W. Austin St.

TRAINING / CONFERENCE DATE(S): 4-28-2026

1. Purpose of Training/ Conference

(Briefly explain the reason for attending and what the training was intended to accomplish)

To learn how to protect yourself & family from cancer.

2. Summary of Activities or Topics Covered

(What sessions, classes, or workshops did you attend?)

*Knowing what the hazards are.
Decon after all IDLH incidents,
Hygiene*

Annual Screening with new law going into place.

3. Key Takeaways or Skills Learned

(What did you learn or gain from this experience?)

Hygiene and the annual screening.

EMPLOYEE SIGNATURE: *Milizza Larnen* DATE: 4-28-26

FOR INTERNAL USE ONLY

RECEIVED DATE: 4-28-26

SIGNATURE OF HUMAN RESOURCES: *[Signature]*

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APR 28 2026
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TRAINING REVIEW & ACKNOWLEDGEMENT FORM

This form must be completed and submitted to your supervisor within 3 working days of returning from any training or conference that was paid for by the City.

EMPLOYEE NUMBER: 3230

EMPLOYEE NAME: Jose Morales

DEPARTMENT: Port Lavaca Fire DEPT.

TRAINING/ CONFERENCE TITLE: Reducing Cancer in the Fire Service

LOCATION: 1501 W. Austin St. PLFD Station 1

TRAINING / CONFERENCE DATE(S): 4/28/26

1. Purpose of Training/ Conference

(Briefly explain the reason for attending and what the training was intended to accomplish)

CANCER PREVENTION IN THE FIRE SERVICE

2. Summary of Activities or Topics Covered

(What sessions, classes, or workshops did you attend?)

- **Early Cancer Detection**
- **Cancer Reduction**
-

3. Key Takeaways or Skills Learned

(What did you learn or gain from this experience?)

Knowledge for early cancer detection/preventions

EMPLOYEE SIGNATURE: _____

DATE: _____

4/28/26

RECEIVED DATE: _____

4-28-26

SIGNATURE OF HUMAN RESOURCES: _____

RECEIVED

APR 28 2026

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CITY MANAGER**



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TRAINING REVIEW & ACKNOWLEDGEMENT FORM

This form must be completed and submitted to your supervisor within 3 working days of returning from any training or conference that was paid for by the City.

EMPLOYEE NUMBER: 3340

EMPLOYEE NAME: Boyd Staloch

DEPARTMENT: Five

TRAINING/ CONFERENCE TITLE: Doing it Right Reducing Cancer in the Fire Service

LOCATION: 150/ W. Austin St. Port Lavaca (Sta #1)

TRAINING / CONFERENCE DATE(S): 4-28/2024

1. Purpose of Training/ Conference

(Briefly explain the reason for attending and what the training was intended to accomplish)

To help our local firefighter prevent cancer in the department and our families

2. Summary of Activities or Topics Covered

(What sessions, classes, or workshops did you attend?)

Reduction, Treatment, Early detection

3. Key Takeaways or Skills Learned

(What did you learn or gain from this experience?)

Different procedures on how we can prevent cancer.

EMPLOYEE SIGNATURE: [Signature]

DATE: 4-28-24

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RECEIVED DATE: 4-28-24

SIGNATURE OF HUMAN RESOURCES: [Signature]

RECEIVED

APR 28 2024



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TRAINING REVIEW & ACKNOWLEDGEMENT FORM

This form must be completed and submitted to your supervisor within 3 working days of returning from any training or conference that was paid for by the City.

EMPLOYEE NUMBER: 3342
EMPLOYEE NAME: Brendan Stroleny
DEPARTMENT: Fire
TRAINING/ CONFERENCE TITLE: Cancer Awareness
LOCATION: 1501 W Austin St.
TRAINING / CONFERENCE DATE(S): 4/28/20

1. Purpose of Training/ Conference

(Briefly explain the reason for attending and what the training was intended to accomplish)

Learn and bring awareness to cancer in the fire service as well as prevention.

2. Summary of Activities or Topics Covered


(What sessions, classes, or workshops did you attend?)

Classroom talk/discussion and powerpoint.

3. Key Takeaways or Skills Learned

(What did you learn or gain from this experience?)

How to help prevent cancer as well as exposure during fire incidents.

EMPLOYEE SIGNATURE:  DATE: 4/28/20

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RECEIVED DATE: 4-28-20

SIGNATURE OF HUMAN RESOURCES: 

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APR 28 2026

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TRAINING REVIEW & ACKNOWLEDGEMENT FORM

This form must be completed and submitted to your supervisor within 3 working days of returning from any training or conference that was paid for by the City.

EMPLOYEE NUMBER: 2040 EMPLOYEE NAME: JEREMY CRULL

DEPARTMENT: Police TRAINING / CONFERENCE DATE(S): 04/08/2026

TRAINING/ CONFERENCE TITLE: MVCPA Grant workshop

LOCATION: San Antonio

1. Purpose of Training/ Conference

(Briefly explain the reason for attending and what the training was intended to accomplish)

Attendance was required to apply for FY2027 Motor Vehicle Crime Prevention Authority Grant.

2. Summary of Activities or Topics Covered

(What sessions, classes, or workshops did you attend?)

Workshop over grant application

3. Key Takeaways or Skills Learned

(What did you learn or gain from this experience?)

necessary contacts needed to apply for MVCPA grant.

EMPLOYEE SIGNATURE: JEREMY CRULL

DATE: 04/09/2026

DEPARTMENT HEAD SIGNATURE: _____

DATE: _____

HR SIGNATURE: _____

DATE: _____

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APR 23 2026
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TRAINING REVIEW & ACKNOWLEDGEMENT FORM

This form must be completed and submitted to your supervisor within 3 working days of returning from any training or conference that was paid for by the City.

EMPLOYEE NUMBER: 2340 EMPLOYEE NAME: LILIANA ORTIZ

DEPARTMENT: Police TRAINING / CONFERENCE DATE(S): March 8 & 9

TRAINING/ CONFERENCE TITLE: TEXAS PUBLIC INFORMATION ACT SEMINAR

LOCATION: 1001 E. MCARTY LANE, SAN MARCOS, TEXAS 7

1. Purpose of Training/ Conference

(Briefly explain the reason for attending and what the training was intended to accomplish)

SEMINAR WAS INTENDED TO PROVIDE INSTRUCTIONS AND KNOWLEDGE FOR PREPARATION OF REQUESTS FOR OPEN RECORDS

2. Summary of Activities or Topics Covered

(What sessions, classes, or workshops did you attend?)

THE SEMINAR COVERED INSTRUCTIONS AND KNOWLEDGE FOR LAW ENFORCEMENT PERSONNEL TO KNOW THE OPERATIVE PROVISIONS AND REQUIREMENTS OF TPIA

3. Key Takeaways or Skills Learned

(What did you learn or gain from this experience?)

I LEARNED DOS AND DON'T ABOUT RELEASING PUBLIC INFO RMATIONS AND WHAT IS NEEDED TO BE REDACTED. I LEARNED OF THE TIME LINES FOR THIS PUBLIC RECORDS REQUESTS

EMPLOYEE SIGNATURE: LILIANA ORTIZ

DATE: 04/10/2026

DEPARTMENT HEAD SIGNATURE: _____

DATE: APR 23 2026

HR SIGNATURE: _____

DATE: _____
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TRAINING REVIEW & ACKNOWLEDGEMENT FORM

This form must be completed and submitted to your supervisor within 3 working days of returning from any training or conference that was paid for by the City.

EMPLOYEE NUMBER: 2460 EMPLOYEE NAME: ERIC SALLES JR

DEPARTMENT: Police TRAINING / CONFERENCE DATE(S): 4/15-4/16

TRAINING/ CONFERENCE TITLE: Mid Coast Hurricane and Disaster Conf.

LOCATION: Victoria Community Center

1. Purpose of Training/ Conference

(Briefly explain the reason for attending and what the training was intended to accomplish)

The purpose of the training was to be able to network with surrounding law enforcement agencies as well as other private entities regarding hurricane and disaster response and recovery.

2. Summary of Activities or Topics Covered

(What sessions, classes, or workshops did you attend?)

Day 1

Opening Keynote with Irish Hancock, City of Arlington Emergency Management Coordinator- The FIFA World Cup 2026..Planning and Hosting 9 super bowls in 4 weeks.

Break out Session 1- Denise Treadwell, Section Chief-Community Support, Texas Division of Emergency Management-Integrated Response: ISTF Deployment in Support of Local Jurisdictions.

Breakout Session 2- Thomas Gilbert, Radio Systems Manager, Brazos Valley Council of Governments- The Kerrville COMU: A lesson in Coordination.

Breakout Session 3- Chief Clay Fetters and Deputy Chief Elaine Moya, Victoria Police Department: CEOs and PIOs: Preparing for the...

3. Key Takeaways or Skills Learned

(What did you learn or gain from this experience?)

I learned lessons on planning and coordinating large events.

I learned the importance of assisting other agencies with catastrophic events when our area has not been affected.

I learned how much communication is needed and the need for a plan when working with several other agencies during disasters.

I learned the importance of the PIO and their job duties during major events and disasters.

I learned the history of the Guadalupe River and how it can flood in a short time frame.

I heard from Texas Department of State Health Services and obtained possible ideas for grants.

EMPLOYEE SIGNATURE: ERIC SALLES JR

DATE: 04/20/2026

DEPARTMENT HEAD SIGNATURE: _____

DATE: **RECEIVED**

HR SIGNATURE: _____

DATE: **APR 23 2026**

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CITY MANAGER



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TRAINING REVIEW & ACKNOWLEDGEMENT FORM

This form must be completed and submitted to your supervisor within 3 working days of returning from any training or conference that was paid for by the City.

EMPLOYEE NUMBER: 2465 EMPLOYEE NAME: JOAQUIN SANDOVAL
DEPARTMENT: Police TRAINING / CONFERENCE DATE(S): 4/9-4/10
TRAINING/ CONFERENCE TITLE: CRIMINAL PATROL/DRUG INTERDICTION
LOCATION: CLEBURNE TX

1. Purpose of Training/ Conference

(Briefly explain the reason for attending and what the training was intended to accomplish)

specialized class for street crimes units/patrol and highway interdictions officers.

2. Summary of Activities or Topics Covered

(What sessions, classes, or workshops did you attend?)

criminal interdiction

roadside interviews

Deception indicators

legal issues

smuggling

report writing

3. Key Takeaways or Skills Learned

(What did you learn or gain from this experience?)

I gained access to tools to better assist our city combat the illegal movement of controband as well as on common practices.

EMPLOYEE SIGNATURE: JS

DATE: 4/15/26

DEPARTMENT HEAD SIGNATURE: _____

DATE: **RECEIVED**

HR SIGNATURE: _____

DATE: **APR 23 2026**

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TRAINING REVIEW & ACKNOWLEDGEMENT FORM

This form must be completed and submitted to your supervisor within 3 working days of returning from any training or conference that was paid for by the City.

EMPLOYEE NUMBER: 4880 EMPLOYEE NAME: WILLIAM SHAFFER

DEPARTMENT: Streets TRAINING / CONFERENCE DATE(S): 4-15/16-2026

TRAINING/ CONFERENCE TITLE: Mid-Coast Hurricane Conference

LOCATION: Victoria Texas

1. Purpose of Training/ Conference

(Briefly explain the reason for attending and what the training was intended to accomplish)

The purpose of the hurricane conference is to bring awareness and training in the event of a disaster.

2. Summary of Activities or Topics Covered

(What sessions, classes, or workshops did you attend?)

Irish Hancock, City of Arlington Emergency Management Coordinator - The FIFA World Cup 2026... Planning and Hosting 9 Super Bowls In 4 Weeks
Integrated Response: ISTF Deployment in Support of Local Jurisdictions Denise Treadwell, Section Chief-Community Support, TDEM
A Word From - Chief Nim Kidd, Texas Division of Emergency Management
The Kerrville COMU: A Lesson in Coordination Thomas Gilbert, Radio Systems Manager, Brazos Valley Council of Governments
CEOs and PIOs - Preparing for the Crisis Chief Clay Fetters and Deputy Chief Eline Moya, Victoria Police Department
John Metz, Meteorologist in Charge, NWS Corpus Christi and Jason Runyen, Warning Coordination Meteorologist, NWS- Austin/San Antonio - When the River Rises: A Look at the History of Flooding Along the Guadalupe River
Hurricane Harvey: Lessons I Learned Dr. James Mobley, Medical Director & Health Authority, Texas A&M Health - Coastal Bend Health Education Center
LEPC HazMat Training & Emerging Threats Chief Dan Borgeson, Morgan Dudley, and Alex Dorgan, Tech Hazards Program, TDEM
Inside the TDEM GMS: Functionality, Accuracy, and Best Practices James Minze, Unit Chief, Grant Production, TDEM...

3. Key Takeaways or Skills Learned

(What did you learn or gain from this experience?)

The conference focused on regional readiness, coordination, and lessons from recent disasters like Hurricane Beryl and the Kerrville floods. Key themes included: all-hazards preparedness; healthcare system coordination, emphasizing hospitals and vulnerable populations; interagency partnerships, underscoring pre-disaster relationships; and operational lessons from Hurricane Beryl, covering flooding, power, and communication challenges.

EMPLOYEE SIGNATURE: WILLIAM SHAFFER

DATE: 04/21/2026 RECEIVED

DEPARTMENT HEAD SIGNATURE: _____

DATE: APR 28 2026

HR SIGNATURE: _____

DATE: _____
CITY OF PORT LAVACA
CITY MANAGER