OFFICE OF THE SHERIFF WALLER COUNTY

100 R. Glenn Smith Dr. • Hempstead, Texas 77445-4699
979 / 826-8282 • FAX 979 / 826-7781

SHERIFF TROY GUIDRY

06/25/2026

To: Sheriff Troy Guidry

Thru: Chief Deputy Robert Schields,
Law Enforcement Command

Thru: Captain Phillip Lillibridge 06/25/26
Law Enforcement Command

From: Lieutenant John Borowski 06/25/26
Detective Bureau

Re: Training Request – For 3 Detectives to attend Cellebrite Certification for Law Enforcement.

Training/LEOSE Line item 125-516-533202 Funds are Available

I am respectfully requesting approval for 3 Detectives, Michael Berry, Andres Rodriguez, and Scott Holmes, to attend the aforementioned training. Please see attached documents.

The Cellebrite Certification for Law Enforcement that is being sponsored by the Midwest Counterdrug Training Center at Camp Dodge in Johnston Iowa is tuition free. Additionally, the Detective's will be lodging on base at no cost. A Detective was sent to a Cellebrite Certification for Law Enforcement class in 2025 and the class cost approximately $5,000.00. Having the ability to send 3 Detectives to this prestigious training for just the cost of travel is an incredible value for the Waller County Sheriff's Office. Having 3 additional Detectives trained and certified in Cellebrite extraction will add to the ability of the Detective Bureau to process digital evidence in a timely manner. This should also add to the Detective Bureau obtaining more evidence that will help in filing criminal charges. This additional evidence will also assist the Waller County District Attorney's Office in the prosecution of criminal cases.

Description	Unit Price	Quantity	Total Cost
United Airlines round trip airfare	$407.44	3	$1,222.32
Per Diem for 5 days	$288.00	3	$864.00
Taxes and Fees for airfare	$242.88		$242.88
Total Cost			$$2,329.30

Class 08/18-21/2026

MIDWEST COUNTERDRUG
TRAINING CENTER

MCTC Course Catalog

(click here for an alphabetical course listing)

Cellebrite Certification for Law Enforcement

Registration
This course is limited to local, state, and federal law enforcement personnel. Course descriptions for the Cellebrite courses are below. As in the past, multiple courses are packaged together. Students are signing up for the CMFF and CCO. Students are expected to attend both, and courses should not be treated as refresher training.

Tuition and Fees
There is no cost to attend this training.

Course Description
The Cellebrite Mobile Forensics Fundamentals (CMFF) course is a 2-day entry level program designed for investigators to identify mobile device hardware and understand the general forensic process. Students will learn how the four phases of the forensics process are related and demonstrate how to handle devices following best practices. Students will also conduct basic analysis of extracted device data and generate reports using Cellebrite Reader software.

The Cellebrite Certified Operator (CCO) course is a 2-day intermediate level certification program which builds on the concepts from the CMFF course. This course is designed for those participants tasked with extracting data in a forensically sound manner using UFED Touch or UFED 4PC. This course aims to teach data extraction team members such as technically savvy investigators, digital forensic examiners, IT staff, internal affairs investigators, first responders and personnel designated to handle extraction of digital evidence how to perform extractions on a variety of devices. These extractions include logical, file system and physical extractions from mobile devices as well SIM cards, and external storage such as SD cards. Participants in this course will gain a basic understanding of how to open the extractions in Physical Analyzer software, conduct basic searches and how to create bookmarks and reports.

Course Length

Cellebrite Certification for Law Enforcement is a 4-day (32 hour) course.

Prerequisites
A letter of recommendation from the student's supervisor is needed prior to placement into the course. Please email the recommendation letter to info@counterdrugtraining.com

There are no scheduled classes available at this time.

MCTC provides on-site and mobile training of the highest quality at no cost to the student to all those involved in the fight against drug trafficking and substance abuse.

If you would like to host this class click here.

Midwest Counterdrug Training Center
(800) 803-6532
7105 NW 70th Bldg 3675, Johnston, IA 50131
info@counterdrugtraining.com

WALLER COUNTY
TRAVEL EXPENSE FORM NUMBER 1
REIMBURSEMENT REQUEST

NAME OF EMPLOYEE SUBMITTING REIMBURSEMENT: Michael O Berry

NAME OF DEPARTMENT: Waller County Sheriff's Office

PURPOSE OF TRAVEL: Training, Cellebrite Certification for Law Enforcement

DESTINATION: (City & State) Johnston, Iowa

DEPARTURE DATE: 8/17/2026 **RETURN DATE:** 8/21/2026

NON-OVERNIGHT MEALS:

Attach itemized receipts and include meal gratuities in the meal column

		DATE	MEALS	TOTALS
	1			$0.00
Non-overnight meals = Maximum daily amount: $ 25.00	2			$0.00
	3			$0.00

TOTAL REIMBURSEMENT REQUEST FOR PAYROLL **$0.00**

Non-overnight out-of-county reimbursements shall be paid through payroll, subject to applicable taxes and retirement deductions in accordance with IRS and TCDRS regulations.

OVERNIGHT MEALS AND LODGING:

Attach required verification of conference attendance

PER DIEM RATES			DATE	MEALS	LODGING	TOTALS
First & last travel days = 75% of per diem amount	**$ 48.00**	1	08/17/26	$48.00		$48.00
		2	08/18/26	$64.00		$64.00
Overnight Meals = Maximum per diem amount	**$ 64.00**	3	08/19/26	$64.00		$64.00
		4	08/20/26	$64.00		$64.00
		5	08/21/26	$48.00		$48.00
		6				$0.00
		7				$0.00

TOTAL MEALS AND LODGING $288.00

TRAVEL AND TRANSPORTATION:

Personal Auto ______ MILES AT $0.725 (Approved by CC) PER MILE = $0.00

Other Transportation: (Attach receipts)

TOTAL TRAVEL AND TRANSPORTATION **$0.00**

REGISTRATION FEES:

(Attach receipts)

TOTAL REGISTRATION **$0.00**

INCIDENTAL EXPENSES:

Parking fees, toll charges, etc. (Attach receipts)

TOTAL INCIDENTAL EXPENSES **$0.00**

TOTAL REIMBURSEMENT REQUEST FOR ACCOUNTS PAYABLE **$288.00**

Overnight out-of-county reimbursements shall be paid through accounts payable.

CERTIFICATION BY EMPLOYEE

I certify that the expenses as shown on this travel expense form are true and correct statements of expenses incurred by me while traveling on official county business and that no other reimbursement has been or will be sought from other sources.

Signature of Person Submitting Request Date

CERTIFICATION BY OFFICIAL/DEPARTMENT HEAD

I certify that the above named employee received proper authorization for traveling on official county business.
I have examined this request for travel reimbursement and approve the same for payment.

Signature of Official/Department Head Submitting Request Date

WALLER COUNTY
TRAVEL EXPENSE FORM NUMBER 1
REIMBURSEMENT REQUEST

NAME OF EMPLOYEE SUBMITTING REIMBURSEMENT: Andres Rodriguez
NAME OF DEPARTMENT: Waller County Sheriff's Office
PURPOSE OF TRAVEL: Training, Cellebrite Certification for Law Enforcement

DESTINATION: **(City & State)** Johnston, Iowa
DEPARTURE DATE: 8/17/2026 **RETURN DATE:** 8/21/2026

NON-OVERNIGHT MEALS:

Attach itemized receipts and include meal gratuities in the meal column

		DATE	MEALS	TOTALS
	1			$0.00
Non-overnight meals = **$ 25.00**	2			$0.00
Maximum daily amount	3			$0.00

TOTAL REIMBURSEMENT REQUEST FOR PAYROLL **$0.00**

Non-overnight out-of-county reimbursements shall be paid through payroll, subject to applicable taxes and retirement deductions in accordance with IRS and TCDRS regulations.

OVERNIGHT MEALS AND LODGING:

Attach required verification of conference attendance

PER DIEM RATES		DATE	MEALS	LODGING	TOTALS
First & last travel days = **$ 48.00**	1	08/17/26	$48.00		$48.00
75% of per diem amount	2	08/18/26	$64.00		$64.00
Overnight Meals = **$ 64.00**	3	08/19/26	$64.00		$64.00
Maximum per diem amount	4	08/20/26	$64.00		$64.00
	5	08/21/26	$48.00		$48.00
	6				$0.00
	7				$0.00

TOTAL MEALS AND LODGING **$288.00**

TRAVEL AND TRANSPORTATION:

Personal Auto ______ MILES AT **$0.725** PER MILE = $0.00

(Approved by CC

Other Transportation: (Attach receipts)

TOTAL TRAVEL AND TRANSPORTATION **$0.00**

REGISTRATION FEES:

(Attach receipts)

TOTAL REGISTRATION **$0.00**

INCIDENTAL EXPENSES:

Parking fees, toll charges, etc. (Attach receipts)

TOTAL INCIDENTAL EXPENSES **$0.00**

TOTAL REIMBURSEMENT REQUEST FOR ACCOUNTS PAYABLE **$288.00**

Overnight out-of-county reimbursements shall be paid through accounts payable.

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WALLER COUNTY
TRAVEL EXPENSE FORM NUMBER 1
REIMBURSEMENT REQUEST

NAME OF EMPLOYEE SUBMITTING REIMBURSEMENT: Scott Holmes
NAME OF DEPARTMENT: Waller County Sheriff's Office
PURPOSE OF TRAVEL: Training, Cellebrite Certification for Law Enforcement

DESTINATION: (City & State) Johnston, Iowa
DEPARTURE DATE: 8/17/2026 **RETURN DATE:** 8/21/2026

NON-OVERNIGHT MEALS:

Attach itemized receipts and include meal gratuities in the meal column

		DATE	MEALS	TOTALS
	1			$0.00
Non-overnight meals = **$ 25.00**	2			$0.00
Maximum daily amount	3			$0.00

TOTAL REIMBURSEMENT REQUEST FOR PAYROLL **$0.00**

Non-overnight out-of-county reimbursements shall be paid through payroll, subject to applicable taxes and retirement deductions in accordance with IRS and TCDRS regulations.

OVERNIGHT MEALS AND LODGING:

Attach required verification of conference attendance

PER DIEM RATES		DATE	MEALS	LODGING	TOTALS
First & last travel days = **$ 48.00**	1	08/17/26	$48.00		$48.00
75% of per diem amount	2	08/18/26	$64.00		$64.00
Overnight Meals = **$ 64.00**	3	08/19/26	$64.00		$64.00
Maximum per diem amount	4	08/20/26	$64.00		$64.00
	5	08/21/26	$48.00		$48.00
	6				$0.00
	7				$0.00

TOTAL MEALS AND LODGING **$288.00**

TRAVEL AND TRANSPORTATION:

Personal Auto ______ MILES AT **$0.725** PER MILE = $0.00
(Approved by CC

Other Transportation: (Attach receipts)

TOTAL TRAVEL AND TRANSPORTATION **$0.00**

REGISTRATION FEES:

(Attach receipts)

TOTAL REGISTRATION **$0.00**

INCIDENTAL EXPENSES:

Parking fees, toll charges, etc. (Attach receipts)

TOTAL INCIDENTAL EXPENSES **$0.00**

TOTAL REIMBURSEMENT REQUEST FOR ACCOUNTS PAYABLE **$288.00**

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Signature of Official/Department Head Submitting Request Date

Policy Amended, Approved and Adopted 01.21.26
Waller County Commissioner's Court
2026 FORM
Policy 5.13
Travel Reimbursement

From

IAH

To

DSM

Houston, TX, US

Des Moines, IA, US

Travelers

3 Adults

Show price in:

Money

Dates

Aug 17 - Aug 21

Update

Advanced Search

Traveler Info

To comply with the TSA Secure Flight program, the traveler information listed here must exactly match the information of the government-issued photo ID that each traveler presents at the airport.

Sign in to your MileagePlus® account for even faster checkout.

Basic Economy restrictions apply, including:

No complimentary seat selection

- Advance seat assignments may be available for purchase during booking and up until check-in opens
- Complimentary seat assigned prior to boarding
- No group or family seating[1]
- No Premier® member seating benefits

570 kg CO_2

Fare	$1,222.32
3 adults 18+	$407.44/person
Taxes and fees	$242.88
Total due	**$1,465.20**

or starting from $122/month

Cart ID: 681395986

Calculate checked baggage charges

Status or memberships?

General

Houston, TX → Des Moines, IA
August 17, 2026

FIRST BAG	$50
SECOND BAG	$60
WEIGHT PER BAG	50 lbs (23 kgs)

Des Moines, IA → Houston, TX
August 21, 2026

FIRST BAG	$50
SECOND BAG	$60
WEIGHT PER BAG	50 lbs (23 kgs)