

GOVERNOR'S TRAVEL CONTROL BOARD

Meeting of the Board

January 31, 2012

10:00 am

James R. Thompson Center
Room 4-404

100 West Randolph Street
Chicago, Illinois 60601

And

William G. Stratton Building
Room 715

401 Spring Street
Springfield, Illinois 62706

MINUTES

PRESENT:

Members

In Chicago

Simone McNeil

Staff

In Chicago

Angela Stinson-Marti, Deputy General Counsel

Nadine Lacombe, General Counsel

In Springfield

David Vaught, Member

Kelley Wells, State Travel Coordinator

By phone

Malcolm Weems, Chairman

I. Call to Order

On January 31, 2012 at approximately 10:00am, Member David Vaught called to order a meeting of the Governor's Travel Control Board and made a motion for Chairman Malcolm Weems to be allowed to participate via telephone. Member Simone McNeil seconded the motion.

II. Consideration of Minutes

September 6, 2011

The minutes of the meeting of September 6, 2011 were approved. Motion made by David Vaught with a second by Malcolm Weems to approve the minutes with one change. Motion carried 3-0.

III. New Business

Legislative Audit Commission Report

The Board reviewed and approved the FY12 1st Quarter Exception Report to be sent to the Legislative Audit Commission.

IV. Approved Travel Exceptions

STATE OF ILLINOIS
Governor's Travel Control Board

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- A. Reasonable Accommodations – Illinois Housing Development Authority
 - B. In Headquarters Parking Expense – Illinois Department of Insurance
 - C. In Headquarters Parking Expense – Illinois Department of Insurance
 - D. Unused Airline Tickets – Illinois Department of Insurance
 - E. Amtrak Fare –Over State Rate – Illinois Department of Commerce and Economic Opportunity
 - F. “No Show” Charge – State Plane – Illinois Department of Commerce and Economic Opportunity
 - G. In Headquarters Lodging Expense – Illinois Department of Commerce and Economic Opportunity
 - H. Excess Baggage Fee – Illinois Department of Commerce and Economic Opportunity
 - I. Amtrak Fare – Over State Rate – Illinois Department of Commerce and Economic Opportunity
 - J. Excess Baggage Fee – Illinois Department of Employment Security
 - K. In Headquarters Lodging Expenses – Illinois Department of Employment Security (Reconsideration)
 - L. Airline Change Fee – Illinois Department of Employment Security
 - M. In Headquarters Lodging Expenses – Illinois Department of Employment Security
 - N. Employee Controlled Housing – Illinois Department of Transportation
- V. Travel Exceptions – More Information Required
- A. In Headquarters Expenses – Illinois Office of Health Information Technology
 - B. In Headquarters Lodging Expense – DCEO
- VI. Miscellaneous
- Brief discussion was held regarding personal mileage reimbursement and meal allowances
- VII. Adjournment
- The meeting was adjourned at 11:10 am. Motion carried 2-0 with Simone McNeil making the motion and Malcolm Weems with the second.