

GOVERNOR'S TRAVEL CONTROL BOARD

Meeting of the Board

April 12, 2013

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 Chairman Malcolm Weems
Simone McNeil

Staff

In Chicago Kevin Connor, General Counsel

In Springfield Kelley Wells, State Travel Coordinator

I. Call to Order

On April 12, 2013 at approximately 10:00am, Chairman Malcolm Weems called to order a meeting of the Governor's Travel Control Board.

II. Consideration of Minutes

December 6, 2012

The minutes of the meeting of December 6, 2012 were approved. Motion made by Simone McNeil with a second by Chairman Weems to approve the minutes as presented. Motion carried 2-0.

III. New Business

Legislative Audit Commission Report

The Board reviewed and approved the FY13 2nd Quarter Exception Report to be sent to the Legislative Audit Commission.

IV. Approved Travel Exceptions

- A. CMS – Hotel Cancellation Fee
- B. CMS – Lodging Over State Rate

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- C. Insurance – Excess Transportation Costs
 - D. Insurance – Airline Cancellation Fee
 - E. IDOT – Employee Controlled Housing
 - F. IDES – Hotel Early Check Out Fee
 - G. ISP – Airline Change Fee
 - H. ISP – Lodging Over Allowable Rate
 - I. ISP – Lodging Over Allowable Rate
 - J. ISP – Blanket Exception for Executive Protection
 - K. DCEO – Weekend Amtrak Fare
 - L. DCEO – In Headquarters Lodging Expense
 - M. DCEO – Excess Baggage Fees
 - N. ILDPR – Early Departure Fees (2)
 - O. DNR – Lodging Over Allowable Rate
 - P. Veterans' Affairs – Lodging over State Rate
 - Q. Veterans' Affairs – Lodging Cancellation Fee
 - R. Illinois Gaming Board – In Headquarters Lodging Expense
 - S. IEMA – Lodging Over Allowable Rates
 - T. Tollway – Lodging Over Allowable Rates
 - U. Labor – In Headquarters Lodging Expense
- V. Miscellaneous
- A. Discussion regarding lodging rates.
- VI. Adjournment
- The meeting was adjourned at approximately 11:00 am. Chairman Weems made the motion and Simone McNeil seconded the motion.