

GOVERNOR'S TRAVEL CONTROL BOARD

Meeting of the Board

November 8, 2017

9:30 am

James R. Thompson Center
Room 4-400
100 West Randolph Street
Chicago, Illinois 60601

And

William G. Stratton Building
Room 715
Springfield, Illinois 62706

MINUTES

PRESENT:

Members

In Springfield Michael Hoffman, Chairman
Scott Harry, Member
Morgan Kreitner, Member

Staff

In Springfield
Kelley Wells, State Travel Coordinator

In Chicago Rupal Mehta, Property Management Attorney

I. Call to Order

At approximately 9:30 am Chairman Michael Hoffman called to order a meeting of the Governor's Travel Control Board.

II. Consideration of Minutes

August 22, 2017

The minutes of the meeting of the August 22, 2017 meeting were approved. Motion made by Chairman Hoffman with a second by Scott Harry to approve the minutes.

III. Exceptions

Exception Report

Approved Travel Exceptions

STATE OF ILLINOIS
Governor's Travel Control Board

Minutes – November 8, 2017

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- 1) TRS – Late Cancellation Fees - Lodging
- 2) Illinois Gaming Board – Lodging Late Cancellation Fees
- 3) DCEO – Sunday Amtrak Fare
- 4) Revenue – Excess Baggage Fees
- 5) CMS – Lodging over the Maximum Allowable Rate (3 Employees)
- 6) CMS – Early Check out Fee

Travel Exceptions – More Info Required

- 1) IL Workers' Compensation Commission – Excess Lodging and Personal Mileage Reimbursement

Travel Exceptions – Denied

- 1) DCEO – Reimbursement of Commuting Costs – Special Project

IV. New Business

- 1) The board discussed the upcoming meeting of the Travel Regulation Council.

V. Adjournment – A motion was made to adjourn the meeting at 9:35am by Morgan Kreitner. Chairman Hoffman seconded the motion.