

**STATE OF ILLINOIS
TRAVEL REGULATION COUNCIL
December 8, 2022**

MINUTES

I. Call to Order

The meeting of the Travel Regulation Council was called to order, at 10:30 am on December 8, 2022. The meeting was conducted via WebEx. The meeting was chaired by Anthony Pascente, Chairman.

II. Roll Call

Those in attendance: Lexi Landers took roll call.

Council Members/Representatives - Present

Mr. Tad Huskey, Attorney General's Travel Control Board

Mr. Anthony Pascente, Chairman, Travel Regulation Council and Governor's Travel Control Board

Mr. Dean Devert, Legislative Travel Control Board

Ms. Valarie Rand, Lt. Governor's Travel Control Board

Ms. Chris Belle, Comptroller's Travel Control Board

Ms. Deborah Miller, Treasurer's Travel Control Board

Mr. Paul McCann, Higher Education Travel Control Board

Ms. Terri Coombes, Secretary of State

Ms. Kara McCaffrey, Office of the Administrative Courts

Ms. Regina Toland (representing Robert Wolfe, non voting) State Board of Education

Also Present:

Ms. Lexi Landers, State Travel Coordinator, Governor's Travel Control Board

Mr. Sean Coombe, Attorney, Central Management Services

III. Approval of Minutes – TRC Meeting of September 20, 2022

Comments were requested on the minutes from the September 20, 2022, meeting and no comments were made. Motions were requested to approve minutes (1st – Terri Coombes 2nd – Deborah Miller) and a vote was called to approve the minutes. The minutes were unanimously approved.

IV. Matters for Council Consideration

Hotel Rate Increase

A letter from an employee with the Illinois Department of Natural Resources requesting an increase in hotel rates was presented to the board. Paul McCann said that Higher Education is seeing significant problems with finding hotels that will accept State rate. Terri Coombes stated that Secretary of State sees many problems as well and agrees there should be an adjustment Statewide. Chairman Anthony Pascente commented that Lexi Landers had prepared in the meeting packet information from other States and their hotel rates, he asked if a cost analysis could be done. Lexi Landers commented that due to the detailed object code for travel it encompasses travel as a whole and is not broken down enough to just get lodging information. Deborah Miller also commented that they are seeing a lack of hotels offering direct bill, and with inflation it can be hard for employees to travel when needed if they must get reimbursed. Chairman Anthony Pascente commented that perhaps more research and due diligence should be done on the matter and the board could have an early meeting in the Spring to discuss. All board members agreed.

Update on JCAR status of per diem/meal increase

Sean Coombe gave update that the change is at first notice and no comments have been received. Second notice will be in a few weeks and if JCAR accepts the hearing will be in January or February and the rule will be effective by March.

New Business

Deborah Miller asked about resort fees, and Lexi Landers commented to her knowledge the Comptroller pays them. Kara McCaffrey asked if mileage reimbursement was set to go up. Lexi Landers explained that the State is tied to the GSA mileage rate so if it were to increase the State would increase. Dean Devert commented that changes usually take place in January or July.

V. Adjournment

A motion was made to adjourn the meeting (1st – Dean Devert, 2nd – Terri Coombes) The Meeting was adjourned at 10:43 am.