

Item Title: Approve Resolution Establishing Supplemental Guidelines to the Travel Policy

Specific Action Requested:

That the Board of Commissioners adopts a resolution establishing supplemental guidelines to the travel policy for the Wake County Board of Commissioners.

Item Summary:

Purpose: The purpose of this item is to update the Board of Commissioners process as it relates to travel for County business.

Background: On January 7, 2019, the Wake County Board of Commissioners adopted a Resolution establishing that the Board of Commissioners follows the county-wide Travel and Transportation Policy and Procedures as approved by the Wake County Chief Financial Officer. The county-wide policy and procedure does not address how to schedule Commissioner travel events or document Commissioner reimbursements consistent with appropriated out-of-county travel budget and in-county stipend amounts. At the February 10, 2020 Board of Commissioners' Work Session, the Board discussed establishing supplemental guidelines for the Clerk scheduling and reimbursing Commissioner travel events not addressed by the travel policy.

In all other instances, the Wake County Board of Commissioners will continue to follow the county-wide Wake County Travel and Transportation Policy and Procedures as approved by the Wake County Chief Financial Officer. and as amended.

Board Goal: This action supports routine County business.

Fiscal Impact: This item has no additional fiscal impact as funding for Commissioner-related travel expenses is already incorporated into the County's FY 2020 budget.

Additional Information:

None.

Attachments:

1. January 7, 2019 Resolution Establishing a Travel Policy for the Wake County Board of Commissioners
2. Resolution Establishing Supplemental Guidelines to the BOC Travel Policy