

CUMBERLAND COUNTY POLICY COMMITTEE MEETING
September 4, 2003

PRESENT: Commissioner Jeannette Council
Commissioner Billy King
James Martin, County Manager
Juanita Pilgrim, Deputy County Manager
Amy Cannon, Assistant County Manager
Cliff Spiller, Assistant County Manager
Grainger Barrett, County Attorney
Tammy Gillis, Internal Auditor
Mitzi Champion, Public Information Officer
James Silman, Risk Management Director
Todd Hathaway, Finance Department
Ann Hymes, Deputy Clerk

1. Approval of Minutes: August 7, 2003

MOTION: Commissioner King moved to approve.
SECOND: Commissioner Council
VOTE: UNANIMOUS

2. Consideration of a Travel Policy

Amy Cannon, Assistant County Manager/Finance Director, stated the goal was to develop a comprehensive travel policy that is reasonable, simple to implement, assures prudent spending of taxpayer funds, and provides compliance with Internal Revenue Guidelines. A change in the meal reimbursement rates to include the following two methods is recommended: **Without Receipts (Per Diem)** and **With Receipts**. Under the **Without Receipts (Per Diem)** method, a daily amount of \$30 may be reimbursed for a full day of travel without submitting receipts. Under the **With Receipts** method, a traveler may choose to submit receipts for daily meal reimbursement. The maximum daily meal reimbursement for the **With Receipts** method is \$46. This amount complies with the IRS guidelines for meal reimbursement rates. It was noted that rates would be adjusted annually based upon IRS Publication 1542. After a brief discussion the following motion was offered:

MOTION: Commissioner King moved that the Policy Committee recommend to the Board of Commissioners that the proposed travel policy be approved.

SECOND: Commissioner Council
VOTE: UNANIMOUS

MOTION: Commissioner King amended his motion to include an effective date of October 1, 2003.

SECOND: Commissioner Council
VOTE: UNANIMOUS

3. Other Matters of Concern

James Martin, County Manager, stated he had received a request from the Board of Education to allow Board of Education members to participate in the County health insurance program. He recommended approval subject to the terms of the following Resolution.

RESOLUTION

RESOLVED, by the Cumberland County Board of Commissioners that, pursuant to G.S. 115C-38, members of the Cumberland County Board of Education shall be eligible to participate in and be covered by the County's medical and hospitalization plan, provided that the Board of Education shall by interlocal agreement satisfactory to the County Manager agree to pay to the County's medical and hospitalization plan the full monthly premiums for such coverage and shall, in addition, reimburse the County the full amount of claims paid on behalf of and the administrative costs attributable to Board of Education members participating in the plan in excess of the premiums paid by such participants for each plan year.

MOTION: Commissioner King moved that the Policy Committee recommend to the Board of Commissioners that Board of Education members be allowed to participate in the County health insurance program.
SECOND: Commissioner Council
VOTE: UNANIMOUS

Meeting adjourned: 8:55 AM