



Lake County Illinois

Legislation Details (With Text)

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Title:	Update to Meal Amounts of Employee Reimbursement Policy				
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Attachments:	1. Employee Reimbursement Policy rev 8.1.22, 2. Employee Reimbursement Policy 2017_1 (1)				

Date	Ver.	Action By	Action	Result
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Update to Meal Amounts of Employee Reimbursement Policy

- Lake County departments are once again investing in training and continuing education for their employees, now that in-person events are occurring post-pandemic. The high inflation environment combined with other pandemic-related impacts are causing travel costs to be very high.
- The Employee Reimbursement Policy that covers business travel and reimbursement for other travel expenses was approved in 2017 and is currently being reviewed and updated by a working group led by the Finance Department.
- One aspect of the policy that can be updated without Board approval is the meal expense maximums on page 4. The current rates are \$15, \$15, and \$30 for breakfast, lunch, and dinner respectively, for a daily total of \$60. Upon review of the consumer price index and in light of the current inflationary environment, those totals will be changed to \$12, \$25, and \$35 for breakfast, lunch, and dinner respectively, for a daily total of \$72, including all taxes, tips, and other related fees.
- This change will go into effect on August 9, 2022.
- The Policy in total has other areas that have become out of date in the current environment. A new policy consistent with the new Finance Policy format will be presented at a future meeting. This full policy will be subject to Finance and Administrative Committee and County Board approval.