



# Lake County Illinois

## Legislation Details (With Text)

<b>File #:</b>	22-1107	<b>Version:</b>	1	<b>Name:</b>	Updated Meal Amounts in Employee Reimbursement Policy
<b>Type:</b>	communication or report	<b>Status:</b>		<b>Status:</b>	In Committee
<b>File created:</b>	8/1/2022	<b>In control:</b>		<b>In control:</b>	Financial & Administrative Committee
<b>On agenda:</b>		<b>Final action:</b>		<b>Final action:</b>	8/4/2022
<b>Title:</b>	Update to Meal Amounts of Employee Reimbursement Policy				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	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- The Policy in total has other areas that have become out of date in the current environment.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.