



Legislation Text

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File #: 19-5713, Version: 1

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**Title:**

**NEW ITEM: Travel Form Training for the Board of County Commissioners**

**Summary**

**ACTION:**

**Receive training regarding the updated County Manager's Office Travel Policy**

**Staff Contact: Cameron Niedermayer, Senior Assistant to the County Manager**

**Presentation: Yes**

**BACKGROUND/JUSTIFICATION:**

Internal Audit conducted an audit on the Manager's Office and the Board of County Commissioners' Travel and Expense reports. Their findings recommend creating more familiarity with the County's Policy for submitting travel forms in a timely fashion.

**PROCUREMENT BACKGROUND:**

N/A

**POLICY IMPACT:**

N/A

**FISCAL IMPACT:**

N/A