

## **Board Members Development Opportunities**

Board members are encouraged to participate in growth and development activities. The Agency will pay reasonable expenses for conferences and seminars, as well as actual and necessary expenses, including travel, in performing duties pertaining to Board business.

Board members must complete an expense reimbursement claim form along with all itemized receipts given to the Board Secretary. All reasonable expenses will be reimbursed at 100%. Should a Board member choose to do so, they may receive the meal per diem reimbursement rather than submit itemized receipts for meals.

Should a Board member choose to travel by automobile outside the state of Iowa when airfare is clearly more affordable, reimbursement will be limited to the airfare amount. Travel within the state of Iowa in the Board member's personal vehicle will be reimbursed at the current Board approved mileage rate.

Adopted: 03-13-03

Reviewed: 11-04-15

Reviewed: 07-12-17

Amended: 09-06-17

Reviewed: 06-03-2020