**Section 1925.290 Renumeration and Reimbursement**

State Board members, while serving on business of the State Board, shall receive compensation as provided in the Act [20 ILCS 3960/4]. Additionally, State Board members shall receive actual and necessary travel and subsistence expenses while serving away from their places of residence (as specified in subsection (e) of this Section). Serving on business of the State Board includes, but shall not be limited to, the following: Attendance at regular, special, or committee meetings of the State Board; one day's compensation for review of materials in preparation for each regular meeting that is attended by a State Board member; and participation in task forces, investigations, hearings, judicial and legislative proceedings.

a) Eligibility:

1) Voting members of the State Board shall be reimbursed through the State Agency for travel and subsistence expenses incurred in the performance of their duties as provided by law and/or by this Part.

2) Ex-officio members of the State Board shall request reimbursement for travel and subsistence expenses from their respective departments as being a form of their official duties.

b) Official Headquarters of Voting Members:

For the purpose of calculating travel and subsistence expenses of voting members of the State Board, the official headquarters of such members shall be their respective residences. Members are not entitled to reimbursement of living expenses while at their official headquarters.

c) Official Travel Regulations:

Under ruling of the Attorney General, State of Illinois, dated April 21, 1972 (File No. S-446), members of the State Board shall be subject to the restrictions of the Travel Regulations, State of Illinois,, published by the Department of Central Management Services and approved and promulgated by the Travel Control Board.

d) Reimbursement Procedures:

All claims for reimbursement of travel and subsistence expenses shall be submitted on forms provided for the purpose. Submissions of such forms may be made subsequent to each meeting of the State Board, or may be held for submission at the conclusion of each month's individual activity. The Executive Secretary shall be the recipient of such vouchers for administrative processing and approval.

e) Definition of Official Business Requiring Travel:

For the purpose of travel expense reimbursement, expenses incurred by the State Board members participating singly, or as a unit of the whole, or as the entire State Board, shall be considered to be official business of the State and of the State Board when such expenses are incurred as a participant in the following activities:

1) Regular, special, and committee State Board meetings called by the Chairman through the Executive Secretary.

2) Participation in investigations, hearings, judicial and legislative proceedings, or the like, in connection with a permit or matters arising from the administration of the Act.

3) Participation in public hearings relative to State Board Rules and/or health facilities standards, criteria, or plans.

4) Participation in Task Forces, Ad Hoc Committees, and other special units prescribed by the Chairman of the State Board.

5) Speaking before interested groups and organizations and meetings with interested persons and government officials, as a representative of the State Board, for the purpose of describing the activities of the State Board, its procedures, and the laws governing its purpose, organization and operation, and discussing issues related to health facilities planning.

6) Attendance, as a representative of the State Board, at meetings conducted by agencies of the State and Federal governments, and by National, State and Local organizations having a direct interest in health facilities planning, except that attendance at meetings held outside the State shall have the prior approval of the Chairman of the Board, the Executive Secretary, and the Department of Central Management Services.

(Source: Amended at 24 Ill. Reg. 5671, effective March 14, 2000)