

Board Member & Staff Per Diem Policy

Background: In the event that COVID restrictions relax and members or staff are asked to travel to public hearings, per-diem reimbursement for out-of-pocket travel expenses would be paid in addition to the daily compensation rate.

The current State of Alaska Boards and Commissions Per Diem table allows \$60 per day for meals and incidentals, and actual costs for lodging. The full table may be found here: <http://doa.alaska.gov/dof/travel/resource/rates.pdf>

The legislative per diem rate for members in Juneau is \$293 per day.

The maximum Department of Defense per diem rate for Anchorage for 2021 is \$354.00, with lodging capped at \$229 per day, meals at \$100 and incidentals at \$25.

Staff Recommendation: Adopt a policy based on the State of Alaska Boards and Commissions Per Diem table with actual lodging and \$60 per day for meals. Amend this to include up to \$25 for incidentals and \$60 per day for ground transportation or car rental to reflect the fact that board members may be sent on road shows to distant communities with little logistical support available on the ground. Provide the Board Chair the ability to waive policy caps if there is documented need (for example, renting a car in Utqiagvik may cost more than the specified daily car rental rate).

*It is the policy of the Alaska Redistricting Board that members and staff receive per-diem reimbursement for actual lodging, **meals and incidentals to a value of \$85** and ground transportation to a value of \$60 per day for board related travel that is authorized by the Board Chair or Executive Director. Reimbursement for actual costs incurred over the maximum amounts may be made at the discretion of the Board Chair.*

Adopted, as amended, by unanimous consent, January 26, 2021

Pros: adopting the State of Alaska Boards and Commissions per-diem rates would place members on a level playing field with other State of Alaska board members. Incidentals and ground transportation addendums reflect the reality that additional expenses may be involved in many cases and should not be a personal expense for members.

Cons: the State of Alaska per-diem table suffers from delayed updating. \$60 for 3 meals a day plus incidentals in Anchorage could be difficult to find once gratuities are included. This reality is reflected in both the DOD and Legislative per diem reimbursement amounts.