

Subject:	FIRE COMMISSIONER EXPENSES
Section:	PPG# 1610.1
Chapter:	Board of Fire Commissioners
Effective Date:	8/10/89

POLICY

Reimbursable expenses are:

1. Transportation expense including fares for commercial or public carriers and mileage when using one's own private vehicle;
2. Fees and registration costs for conferences and meetings;
3. Hotel or motel fees at a single-room rate;
4. Expenses for meals when board member is away from the district for twelve or more hours; and
5. Such incidental expenses as parking fees, reasonable duplication costs and the like, which are incurred for the benefit of the district.

Reimbursement rates will be based upon the current Washington State General Services Administration established reimbursement rate in effect at the time the expense was incurred.

Expenses for personal benefit or entertainment shall not be reimbursed.