

# WASCOE ASSOCIATION OF FSA COUNTY OFFICE EMPLOYEES STANDING RULES

## WASCOE COMPENSATION OF ATTENDANCE POLICIES

### 1. WASCOE DIRECTOR'S MEETINGS

Officers, Directors, Committee Chairpersons and others invited by the President to attend the Director's meetings shall receive the following compensations:

- A. Mileage from their home and return at *the rate of 75% of the GSA rate per mile rounded to the nearest higher \$.01*. It is suggested to double up as much as possible.
- B. Lodging at the single room rate per person, not to exceed actual cost.

This policy will not apply to Director's meetings where FSA pays travel and per diem.

### 2. WASCOE MEETINGS WITH THE STATE FSA

Lodging, meals, travel and other related actual expenses will be paid by WASCOE to WASCOE representatives attending appeal hearings, negotiation meetings, or other meetings related to WASCOE with State FSA representatives. Compensation will be reduced by amounts paid by FSA for attending these meetings.

### 3. WISCONSIN WASCOE CONVENTIONS

Officers, Directors, Chairperson, and members shall attend Wisconsin WASCOE conventions at their own expense.

A complimentary WASCOE State Convention Banquet ticket may be provided to those persons specifically invited to attend the State Convention as determined by the President.

### 4. ATTENDING OTHER STATE CONVENTIONS

The WASCOE President shall pre-approve attendance at State Conventions in the Midwest Area and designee or designees to attend each. In the event of unforeseen circumstances a designee cannot attend, the President may select an alternate. Compensation will consist of:

- A. Mileage from their home and return, at *the rate of 75% of the GSA rate per mile rounded to the nearest higher \$.01*, or travel by commercial carrier, whichever is more advantageous to WASCOE financially.
- B. Necessary lodging, at the single room rate, not to exceed the actual cost per person. The cost of the delegate's lodging, registration, banquet fees, mileage and any other miscellaneous expenses shall be reimbursed when the President approves the filed report.

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## 5. NATIONAL CONVENTIONS AND MID-WEST AREA RALLYS

Delegates, as determined by the membership at large shall receive compensation consisting of:

- A. Mileage from their home and return at *the rate of 75% of the GSA rate per mile rounded to the nearest higher \$.01.* or travel by commercial carrier, whichever is more advantageous to WASCOE financially.
- B. Necessary lodging, at the single room rate, not to exceed the actual cost per person. The cost of the delegate's lodging, registration, banquet fees, mileage and any other miscellaneous expenses shall be reimbursed when the President approves the filed report.

## C. 6. LEGISLATIVE CONFERENCES

Withstanding the Legislative Chairperson and President, representatives representing WASCOE to attend the Legislative Conference called by NASCOE, shall be determined by the WASCOE Board of Directors. Compensation shall consist of their actual lodging expense (double up where possible), actual travel expense and per diem based on FSA guidelines. Selection of the mode of transportation shall be made by the Board of Directors considering the number of representatives, timing and costs involved.

## 7. WASCOE COMMITTEE MEETINGS

Committee persons shall be reimbursed mileage at *the rate of 75% of the GSA rate per mile rounded to the nearest higher \$.01*, when attending committee meetings called by the committee chairperson and pre-approved by the President. This policy does not apply to committee meetings held in conjunction with the WASCOE annual convention.

## 8. REIMBURSEMENT FOR MEETINGS

Delegates to all approved conferences including but not limited to the NASCOE Convention, MWA Rally, and Legislative Conferences, shall submit a report to the WASCOE board within three (3) weeks of the event in order to receive their compensation. The cost of the delegate's lodging, registration, banquet fees, mileage, and any other eligible miscellaneous expenses shall be reimbursed when the President approves the filed report.

## 9. OTHER

All or any other travel expenses as a result of conducting WASCOE business not contained in this policy must be pre-approved by the WASCOE Board of Directors. The Board of Directors reserves the right to pay or decline reimbursement of any or all expenses incurred by a member while performing WASCOE activities which were done without prior approval.

*This travel policy was adopted June 2, 1995*

*Revised April 2019*