



D E P A R T M E N T O F

# Management & Budget

## ANNUAL TRAVEL REPORT 2005

Prepared for:  
Senate Committee on  
Appropriations  
And  
House Committee on  
Appropriations

December 28, 2005

**Department of Management and Budget  
Annual Travel Report  
Fiscal Year 2005**

**EXECUTIVE SUMMARY**

The Department of Management and Budget in accordance with Section 217(3) of Public Act 431 of 1984 and Section 216(3) of Public Act of 146 of 2005 has prepared this Annual Travel Report.

During FY2005, the department expended \$25,778 in out-of-state travel of which \$1,688 was charged to the General Fund. The following pages detail those trips as required by statute. The total in-state travel for the same period was \$245,673.

Any questions regarding this matter may be directed to David Quigley, Director of DMB-Financial Services Operations, at 241-4195. Copies of this report are available at the DMB web site [www.Michigan.gov/dmb/](http://www.Michigan.gov/dmb/).

Department of Management and Budget  
Out-of-State Travel Report  
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Travel Dates		Employee Name	Destination	Purpose for Travel	Auth. Code	Source of Funds				Total Cost
Begin	End					GF/GP	Restricted	Federal	Other	
10/9/2004	10/14/2004	HILL, LAURIE ANN	PORTLAND, OR	NATIONAL COUNCIL FOR TEACHER RETIREMENT CONFERENCE - TO REDUCE HEALTH CARE COSTS FOR RETIREES. AIRFARE PAID IN FY04.	C	\$ -	\$ 805.52	\$ -	\$ -	\$ 805.52
2/6/2005	2/8/2005	DEROSE, CHRISTOPHER M	WASHINGTON, DC	NATIONAL ASSOCIATION OF STATE DIRECTOR'S MEETING - NECESSARY TO PRODUCE BUDGETARY SAVINGS OF \$80 MILLION THROUGH MEDICARE DRUG PROGRAM.	C	\$ -	\$ 332.30	\$ -	\$ -	\$ 332.30
2/20/2005	2/26/2005	JONES, CAROL G	NEW ORLEANS, LA	CEPI RECEIVES FEDERAL DOLLARS FROM THE NATIONAL CENTER FOR EDUCATION STATISTICS THAT ARE CONTINGENT ON THE PARTICIPATION IN THIS FORUM.	D, F	\$ -	\$ -	\$ 1,771.48	\$ -	\$ 1,771.48
2/22/2005	2/26/2005	CHRISTMAS, OREN	NEW ORLEANS, LA	CEPI RECEIVES FEDERAL DOLLARS FROM THE NATIONAL CENTER FOR EDUCATION STATISTICS THAT ARE CONTINGENT ON THE PARTICIPATION IN THIS FORUM.	D, F	\$ -	\$ -	\$ 1,337.34	\$ -	\$ 1,337.34
2/28/2005	3/4/2005	ENELI, OKECHUKWU C	SAN FRANCISCO, CA	HOMELAND SECURITY WORKSHOP. SPECIALIZED SECURITY TRAINING NOT AVAILABLE IN THE STATE.	B, F	\$ -	\$ -	\$ 1,213.20	\$ -	\$ 1,213.20
2/28/2005	3/4/2005	OSTROWSKI, JOSEPH A	SAN FRANCISCO, CA	HOMELAND SECURITY WORKSHOP. SPECIALIZED SECURITY TRAINING NOT AVAILABLE IN THE STATE.	B, F	\$ -	\$ -	\$ 1,196.36	\$ -	\$ 1,196.36
2/28/2005	3/4/2005	NAIRN, JASON P	SAN FRANCISCO, CA	HOMELAND SECURITY WORKSHOP. SPECIALIZED SECURITY TRAINING NOT AVAILABLE IN THE STATE.	B, F	\$ -	\$ -	\$ 1,119.59	\$ -	\$ 1,119.59
3/7/2005	3/12/2005	MESTER, LAURA J	CHARLESTON, WV	ASSOCIATION OF STATE CONTROLLERS TRAINING CONFERENCE ON RECENT DEVELOPMENTS IN GOVERNMENT ACCOUNTING. TRAINING NOT AVAILABLE IN THE STATE.	E	\$ 368.67	\$ 133.88	\$ -	\$ -	\$ 502.55
3/13/2005	3/15/2005	SAITES, PENNY L	SAN ANTONIO, TX	NATIONAL ASSOCIATION OF STATE PURCHASING OFFICIALS NECESSARY TO PRODUCE BUDGETARY SAVINGS IN PROCUREMENT PRACTICES. TRAINING NOT AVAILABLE IN THE STATE.	C,E	\$ 34.28	\$ 46.22	\$ -	\$ -	\$ 80.50
3/13/2005	3/15/2005	EWART, CHERISE M	SAN ANTONIO, TX	NATIONAL ASSOCIATION OF STATE PURCHASING OFFICIALS NECESSARY TO PRODUCE BUDGETARY SAVINGS IN PROCUREMENT PRACTICES.	C, E	\$ 41.95	\$ 56.55	\$ -	\$ -	\$ 98.50

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Begin	End					GF/GP	Restricted	Federal	Other	
3/18/2005	3/26/2005	CHEAL, STEVEN W	NASHVILLE, TN	NATIONAL POSTAL FORUM NECESSARY TO REMAIN CURRENT ON POSTAL REGULATIONS FOR MAILING SERVICES AND RETAIN CURRENT MAILING SERVICES BUDGET SAVINGS.	C, E	\$ -	\$ 1,312.40	\$ -	\$ -	\$ 1,312.40
3/19/2005	3/24/2005	GOODINE, THOMAS B	NASHVILLE, TN	NATIONAL POSTAL FORUM NECESSARY TO REMAIN CURRENT ON POSTAL REGULATIONS FOR MAILING SERVICES AND RETAIN CURRENT MAILING SERVICES BUDGET SAVINGS.	C, E	\$ -	\$ 1,376.39	\$ -	\$ -	\$ 1,376.39
4/9/2005	4/13/2005	WILSON, ROSE M	DALLAS, TX	NATIONAL ASSOCIATION OF FLEET ADMINISTRATORS FLEET MANAGEMENT INSTITUTE AND LAW ENFORCEMENT CONFERENCE. TRAINING NOT AVAILABLE IN THE STATE.	C, E	\$ -	\$ 1,223.34	\$ -	\$ -	\$ 1,223.34
4/21/2005	4/23/2005	LANNOYE, MARY A	ALBUQUERQUE, NM	STATE BUDGET OFFICERS MEETING TO DISCUSS IMPACT OF FEDERAL ACTIONS ON STATE BUDGETS AND WAYS TO MAXIMIZE FEDERAL REVENUE AVAILABLE TO MICHIGAN	C, E	\$ 565.27	\$ 75.70	\$ -	\$ -	\$ 640.97
4/25/2005	4/27/2005	ROBERTS, DEBORAH M	CHICAGO, IL	MIDWEST MUNICIPAL FINANCIAL RISK MANAGEMENT TOOLS SEMINAR. TRAINING NOT AVAILABLE IN THE STATE.	E	\$ -	\$ 599.80	\$ -	\$ -	\$ 599.80
5/1/2005	5/4/2005	SEEGER, JONATHON PHILLIP	TAMPA, FL	PRESENTER FOR PUBLIC RETIREMENT CONFERENCE. TRAINING NOT AVAILABLE IN THE STATE.	E	\$ -	\$ 93.53	\$ -	\$ -	\$ 93.53
5/1/2005	5/4/2005	DONOVAN, JOHN	TAMPA, FL	PRESENTER FOR PUBLIC RETIREMENT CONFERENCE. TRAINING NOT AVAILABLE IN THE STATE.	E	\$ -	\$ 106.19	\$ -	\$ -	\$ 106.19
6/18/2005	6/22/2005	DEROSE, CHRISTOPHER M	LAKE TAHOE, CA	NATIONAL COUNCIL ON TEACHER RETIREMENT DIRECTORS MEETING.	C	\$ -	\$ 1,371.99	\$ -	\$ -	\$ 1,371.99
7/25/2005	7/27/2005	ANCELL, DAVID F	CHICAGO, IL	WHEELS, INC. MEETING NECESSARY TO PRODUCE BUDGETARY SAVINGS FROM NEW VEHICLE LEASE CONTRACT.	C	\$ -	\$ 227.12	\$ -	\$ -	\$ 227.12
7/25/2005	7/27/2005	WILSON, ROSE M	CHICAGO, IL	WHEELS, INC. MEETING NECESSARY TO PRODUCE BUDGETARY SAVINGS FROM NEW VEHICLE LEASE CONTRACT.	C	\$ -	\$ 227.12	\$ -	\$ -	\$ 227.12
7/25/2005	7/27/2005	ARMINIO, SARAH A	CHICAGO, IL	WHEELS, INC. MEETING NECESSARY TO PRODUCE BUDGETARY SAVINGS FROM NEW VEHICLE LEASE CONTRACT.	C	\$ -	\$ 227.12	\$ -	\$ -	\$ 227.12

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7/25/2005	7/29/2005	ROPP, MARGARET MERLYN	WASHINGTON, DC	CEPI RECEIVES FEDERAL DOLLARS FROM THE NATIONAL CENTER FOR EDUCATION STATISTICS THAT ARE CONTINGENT ON THE PARTICIPATION IN THIS FORUM.	D, F	\$ -	\$ -	\$ 1,334.71	\$ -	\$ 1,334.71
7/26/2005	7/29/2005	JONES, CAROL G	WASHINGTON, DC	CEPI RECEIVES FEDERAL DOLLARS FROM THE NATIONAL CENTER FOR EDUCATION STATISTICS THAT ARE CONTINGENT ON THE PARTICIPATION IN THIS FORUM.	D, F	\$ -	\$ -	\$ 986.66	\$ -	\$ 986.66
8/1/2005	8/2/2005	LITTLE, MALYNDA	AUGUSTA, ME	SITE VISIT TO VIEW MAINE'S MEDICAID MANAGEMENT INFORMATION SYSTEM - WILL BE REIMBURSED BY COMMUNITY HEALTH. THIS TRAVEL WAS NECESSARY TO MAINTAIN FEDERAL MEDICAID REIMBURSEMENT PERCENTAGES.	C, F	\$ -	\$ -	\$ 193.53	\$ -	\$ 193.53
8/24/2005	8/24/2005	SPROUL, DAVID C	DURHAM, NC	TRAVEL TO COMPLETE MOBILE LAB CONSTRUCTION INSPECTION. INSPECTION HAD TO BE ON-SITE. TRIP PAID BY COMMUNITY HEALTH.	C	\$ -	\$ 363.30	\$ -	\$ -	\$ 363.30
8/27/2005	9/1/2005	CARLSON, SEAN L	MYSTIC, CT	NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS NECESSARY TO PRODUCE BUDGETARY SAVINGS. TRAINING NOT AVAILABLE IN THE STATE.	E	\$ 33.43	\$ 45.07	\$ -	\$ -	\$ 78.50
8/29/2005	9/2/2005	KOSTANECKI, EILEEN GAIL	LANSING, MI	MEDICAID MEETING. THIS MEETING WAS NECESSARY TO ENSURE CONTINUED MEDICAID FUNDING. STAFF IS LOCATED IN WASHINGTON, DC.	C	\$ 190.87	\$ 238.91	\$ -	\$ -	\$ 429.78
9/7/2005	9/9/2005	BURCHETT, JOHN	LANSING, MI	MEDICAID MEETING. THIS MEETING WAS NECESSARY TO ENSURE CONTINUED MEDICAID FUNDING. STAFF IS LOCATED IN WASHINGTON, DC.	C	\$ 137.32	\$ 171.88	\$ -	\$ -	\$ 309.20
9/11/2005	9/11/2005	DESCHENES, ANTHONY	WASHINGTON, DC	HOMELAND SECURITY WORKSHOP. TRAINING NOT AVAILABLE IN THE STATE. CONFERENCE CANCELLED DUE TO HURRICANE KATRINA. REFUNDING OF TICKET IS BEING SOUGHT.	C	\$ 159.62	\$ 215.17	\$ -	\$ -	\$ 374.79
9/12/2005	9/13/2005	THELEN, VERNON J	CHICAGO, IL	PRINT & CONVERTING 05 EQUIPMENT SHOW. TRAINING NOT AVAILABLE IN THE STATE.	E	\$ -	\$ 370.65	\$ -	\$ -	\$ 370.65
9/12/2005	9/13/2005	LUNA, ROGER L	CHICAGO, IL	PRINT & CONVERTING 05 EQUIPMENT SHOW. TRAINING NOT AVAILABLE IN THE STATE.	E	\$ -	\$ 295.65	\$ -	\$ -	\$ 295.65

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9/12/2005	9/13/2005	PENA, RALPH D	CHICAGO, IL	PRINT & CONVERTING 05 EQUIPMENT SHOW. TRAINING NOT AVAILABLE IN THE STATE.	E	\$ -	\$ 66.00	\$ -	\$ -	\$ 66.00
9/12/2005	9/13/2005	BEVIER, KRISTEN	CHICAGO, IL	PRINT & CONVERTING 05 EQUIPMENT SHOW. TRAINING NOT AVAILABLE IN THE STATE.	E	\$ -	\$ 266.00	\$ -	\$ -	\$ 266.00
9/12/2005	9/13/2005	COOLEY, THOMAS H	CHICAGO, IL	PRINT & CONVERTING 05 EQUIPMENT SHOW. TRAINING NOT AVAILABLE IN THE STATE.	E	\$ -	\$ 66.00	\$ -	\$ -	\$ 66.00
9/17/2005	9/22/2005	LEWTER, ELAINE	MIAMI, FL	NATIONAL ASSOCIATION OF GOVERNMENT DEFINED CONTRIBUTION ADMINISTRATORS MEETING. TRAINING NOT AVAILABLE IN THE STATE.	C, E	\$ -	\$ 2,288.20	\$ -	\$ -	\$ 2,288.20
9/18/2005	9/23/2005	HOUSEMAN, RICKY L	ENGAN, MN	SYSTEM ADMINISTRATION TRAINING FOR THE SECURITY MODULES OF THE HONEYWELL ENTERPRISE BUILDING INTEGRATOR SYSTEM. TRAINING NOT AVAILABLE IN THE STATE.	E	\$ -	\$ 1,205.39	\$ -	\$ -	\$ 1,205.39
10/2/2005	10/4/2005	ROPP, MARGARET	FAYETTEVILLE, AR	NATIONAL OFFICE OF RESEARCH, MEASUREMENT AND EVALUATION SYSTEMS MEETING. NECESSARY TO RETAIN FEDERAL FUNDING. AIRFARE PAID FOR IN FY2005, TRAVEL IN FY2006.	D, F	\$ -	\$ -	\$ 505.79	\$ -	\$ 505.79
10/5/2005	10/7/2005	WEBB SHARPE, LISA	NEW YORK, NY	GOVERNING CONFERENCE ATTENDED TO IDENTIFY BUDGETARY SAVINGS. THIS TRAINING IS NOT AVAILABLE IN THE STATE. AIRFARE PAID FOR IN FY2005, TRAVEL IN FY2006.	C, E	\$ 156.45	\$ 195.84	\$ -	\$ -	\$ 352.29
10/6/2005	10/10/2005	HILL, LAURIE	TAMPA, FL	NATIONAL COUNCIL ON TEACHER RETIREMENT - AIRFARE PAID FOR IN FY2005, TRAVEL IN FY2006. TRAINING NECESSARY TO MAINTAIN BUDGET SAVINGS IN RETIREMENT SYSTEMS.	C	\$ -	\$ 427.79	\$ -	\$ -	\$ 427.79
Total Out-of-State Travel										<b><u>\$ 25,777.54</u></b>

**Authorization Codes**

- (A) Required by legal mandate or court order or for law enforcement purposes.
- (B) Necessary to protect the health or safety of Michigan citizens or visitors or to assist other states in similar circumstances.
- (C) Necessary to produce budgetary savings or to increase state revenues, including protecting existing federal funds or securing additional federal funds.
- (D) Necessary to comply with federal requirements.
- (E) Necessary to secure specialized training for staff that is not available within this state.
- (F) Financed entirely by federal or non-state funds.
- (G) State Budget Director Authorized Exemption.