

1-1 By: Duncan S.B. No. 745
1-2 (In the Senate - Filed February 10, 2009; February 25, 2009,
1-3 read first time and referred to Committee on Government
1-4 Organization; March 18, 2009, reported favorably by the following
1-5 vote: Yeas 6, Nays 0; March 18, 2009, sent to printer.)

1-6 A BILL TO BE ENTITLED
1-7 AN ACT

1-8 relating to state travel policies and procedures for the
1-9 reimbursement or payment of travel expenses.

1-10 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

1-11 SECTION 1. Subsection (a), Section 660.024, Government
1-12 Code, is amended to read as follows:

1-13 (a) The chief administrator of a state agency must give
1-14 advance written approval for any travel related to official state
1-15 business for which a reimbursement for travel expenses is claimed
1-16 or for which an advance for travel expenses to be incurred is
1-17 sought. The advance [A copy of the] written approval may [shall] be
1-18 communicated electronically [submitted with the travel voucher to
1-19 the comptroller in accordance with Section 660.027].

1-20 SECTION 2. Subsections (b), (d), and (e), Section 660.027,
1-21 Government Code, are amended to read as follows:

1-22 (b) A voucher submitted under Subsection (a) is valid only
1-23 if:

1-24 (1) the state agency submitting the voucher approves
1-25 it in accordance with Chapter 2103 and, if required by law,
1-26 certifies the voucher; and

1-27 (2) the state employee who incurred the travel expense
1-28 or, if the employee is unavailable, another individual acceptable
1-29 to the comptroller approves the description, information, and
1-30 documentation required by Subsection (d) [voucher] in writing or
1-31 electronically, except that the employee's approval is not required
1-32 if another person is required by law to provide the approval.

1-33 (d) A voucher must be supported by:

1-34 (1) a description of [describe] the official state
1-35 business performed; and

1-36 (2) [be accompanied by] the information and
1-37 documentation that the comptroller considers necessary for the
1-38 comptroller to determine compliance with this chapter, the travel
1-39 provisions of the General Appropriations Act, and the rules adopted
1-40 by the comptroller under this chapter.

1-41 (e) The comptroller may require a state agency to provide to
1-42 the comptroller the description, information, and documentation
1-43 required under [by] Subsection (d):

1-44 (1) on the form adopted by the comptroller under
1-45 Subsection (c);

1-46 (2) electronically;

1-47 (3) by submitting receipts or other documents; or

1-48 (4) [(-3)] by any [a] combination of Subdivisions (1),
1-49 [and] (2), and (3).

1-50 SECTION 3. Section 660.028, Government Code, is amended by
1-51 amending Subsections (b), (c), and (d) and adding Subsection (e) to
1-52 read as follows:

1-53 (b) If the comptroller audits a state agency's voucher after
1-54 the comptroller issues a warrant or initiates an electronic funds
1-55 transfer in response to the voucher, the comptroller may require
1-56 the agency to maintain in its files the description, information,
1-57 and documentation [receipts] relating to the travel expense paid or
1-58 reimbursed by the voucher until the comptroller audits the voucher.

1-59 (c) If a state agency pays or reimburses a travel expense
1-60 without first submitting a voucher to the comptroller, the
1-61 comptroller may audit the payment or reimbursement for compliance
1-62 with this chapter and the travel provisions of the General
1-63 Appropriations Act. The comptroller may report the results of the
1-64 audit to the governor, the lieutenant governor, the speaker of the

2-1 house of representatives, the state auditor, and the Legislative
2-2 Budget Board. The state agency shall cooperate with the
2-3 comptroller and make available the description, information, and
2-4 documentation [receipts] required by the comptroller at the time
2-5 and in the manner required by the comptroller.

2-6 (d) The comptroller may require a state agency to maintain
2-7 in its files the description, information, and documentation
2-8 [receipts] regarding a travel expense payment or reimbursement for
2-9 the period required by the comptroller.

2-10 (e) The comptroller may require or authorize the
2-11 description, information, and documentation relating to a travel
2-12 expense payment or reimbursement to be maintained in paper form or
2-13 electronically.

2-14 SECTION 4. Subsections (b) and (d), Section 660.043,
2-15 Government Code, are amended to read as follows:

2-16 (b) For the purpose of Subsection (a), the shortest route
2-17 between two points is presumed to be the most cost-effective route.
2-18 A longer route may be considered the most cost-effective route only
2-19 if:

2-20 (1) the documentation [voucher] states that the longer
2-21 route is more cost effective;

2-22 (2) the documentation [voucher] provides a reasonable
2-23 justification for that statement; and

2-24 (3) the statement and justification are made by the
2-25 chief administrator of the state agency making the reimbursement or
2-26 by the chief administrator's designee.

2-27 (d) If the number of miles between points is not shown in the
2-28 guide, the mileage incurred while traveling between those points is
2-29 not reimbursable unless:

2-30 (1) the documentation [voucher] itemizes the mileage
2-31 on a point-to-point basis; and

2-32 (2) the mileage is reasonable.

2-33 SECTION 5. Subsection (b), Section 660.147, Government
2-34 Code, is amended to read as follows:

2-35 (b) A state agency may not pay or reimburse a state employee
2-36 for a travel expense associated with a training seminar conducted
2-37 by the agency for its employees unless the chief administrator of
2-38 the agency or the administrator's designee certifies in the
2-39 supporting documentation [on the voucher or other expense
2-40 reimbursement form] that the agency:

2-41 (1) does not possess interactive television or video
2-42 conference facilities at the designated headquarters of the
2-43 employees attending the seminar;

2-44 (2) cannot purchase or lease such facilities at a cost
2-45 less than the total travel expenses associated with the seminar;
2-46 and

2-47 (3) does not have access to another agency's
2-48 facilities at the same location.

2-49 SECTION 6. This Act takes effect September 1, 2009.

2-50 * * * * *