



Missouri Highways and Transportation Commission Policies

Category: COMMISSION

Sub-Category: Members

Sub-Sub-Category: Social Events

RECEPTIONS

Stakeholders, Community Organizations, Chambers of Commerce and other interested parties may host a reception or event for the members of the Missouri Highways and Transportation Commission to provide opportunities for the Commissioners to learn more about the wants and needs of local communities, stakeholders and members of the public.

Those wishing to host a reception must make arrangements with the Secretary to the Commission, who will coordinate the scheduling of the event in alignment with the Commission meeting schedule.

The following requirements must be met for each event:

- A request must be submitted to the Secretary to the Commission.
- The event must be open to members of the public.
- Commissioners must pay for the expenses associated with their participation in the event. Expenses include event space, food, beverages, and the like.
- If alcohol is served all attendees must pay for their own drinks.
- MoDOT staff **will not** be required to attend the event.
 - MoDOT Staff that are invited will notify the Secretary to the Commission of the invitation, where upon they may request from the Secretary to the Commission the expense for attending the event, and inform the Secretary to the Commission whether or not they will attend.
 - MoDOT Staff attending must pay the expenses associated with their participation in the event. Expenses include event space, food, beverages, and the like.
- The event host will coordinate with the Secretary to the Commission on Commission member payment for expenses. The Secretary to the Commission will confirm with each Commission member the expense for and their attendance at the event prior to finalizing any plans with the host.

Effective Date: July 11, 2018

Supersedes Policy Dated:

Last Reaffirmed: October 3, 2018

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Related Commission Actions: July 11, 2018 new policy adopted. October 3, 2018 – reaffirmed.