

**Report to Legislative Council — Summary of Approved Travel Recommendations  
As of August 19, 2011**

<b>Member's Name</b>	<b>Travel Authorized By:</b>	<b>Conference Name</b>	<b>Conference Date and Location</b>
Representative Fred Allen	Robert S. Moore, Jr., Speaker of the House and Representative Fred Allen, Chair, House Committee on Insurance and Commerce	National Conference of Insurance Legislators (NCOIL)	July 14–17, 2011 Newport, Rhode Island
Representative Kent M. Ingram	Robert S. Moore, Jr., Speaker of the House and Representative Fred Allen, Chair, House Committee on Insurance and Commerce	National Conference of Insurance Legislators (NCOIL)	July 14–17, 2011 Newport, Rhode Island
Representative Jeff Wardlaw	Robert S. Moore, Jr., Speaker of the House and Representative Fred Allen, Chair, House Committee on Insurance and Commerce	National Conference of Insurance Legislators (NCOIL)	July 14–17, 2011 Newport, Rhode Island

**Policy on Reimbursement of Members of the General Assembly for  
Attendance at National or Regional Conferences  
Adopted May 16, 2008**

In accordance with the Arkansas Code Annotated Section 10-3-210, it shall be the policy of the Arkansas General Assembly acting by and through the Arkansas Legislative Council and the Bureau of Legislative Research to allow reimbursement to Members of the General Assembly for their attendance at normal meetings of the SLC, CSG, NCSL, Energy Council and ALEC and their duly formed subcommittee meetings.

If a Member of the General Assembly wishes to receive reimbursement for attendance at a regional or national meeting not listed above, then and in that event, the policy of the Arkansas General Assembly acting by and through the Arkansas Legislative Council and the Bureau of Legislative Research shall be as follows:

1. The Member must submit a written request for reimbursement prior to attendance to the Chair of a legislative committee in which the Member is also a member. Said request shall contain such information to ascertain the beneficial nature of the meeting to the people of the State of Arkansas, and shall, at a minimum, contain an agenda for the meeting.
2. Upon receipt of the above information, the Chair of the committee shall review it and make an initial determination that the required information is contained in the request. If the Chair determines that the information provided by the Member is incomplete, the Chair shall notify the Member, in writing, of the perceived deficiencies and give the Member the opportunity to cure any defects.
3. Once complete, the Chair shall forward his or her recommendation to the Legislative Council where it shall be reported at the next regularly scheduled meeting.



STATE OF ARKANSAS

*House of Representatives*

EIGHTY-EIGHTH GENERAL ASSEMBLY  
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500 WOODLANE AVENUE  
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ROBERT S. MOORE, JR., SPEAKER

TIM MASSANELLI, PARLIAMENTARIAN

SHERRI STACKS, CHIEF CLERK

June 1, 2011

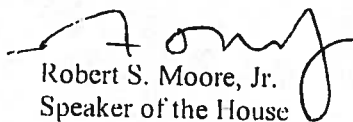
Representative Fred Allen, Chairperson  
House Insurance and Commerce Committee  
c/o Carol Stapleton  
315 State Capitol Building  
500 Woodlane Avenue  
Little Rock, AR 72201

Dear Representative Allen:

I have received your letter dated May 26, 2011, approving Representatives' Keith M. Ingram, Jeff Wardlaw and yourself to attend the National Conference of Insurance Legislators (NCOIL), July 14 - 17, 2011, in Newport, Rhode Island, from the House Insurance and Commerce Committee.

I am, by this letter, authorizing this approval, pursuant to Act 71, 2011 and in compliance with IRS regulations.

Sincerely,

  
Robert S. Moore, Jr.  
Speaker of the House

cc: Representative Fred Allen, Home  
David Ferguson, Director, Bureau of Legislative Research