

2015 Current Fiscal Year Report: Governmentwide Travel Advisory Committee

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1. Department or Agency		2. Fiscal Year	
General Services Administration		2015	
3. Committee or Subcommittee		3b. GSA Committee No.	
Governmentwide Travel Advisory Committee		82193	
4. Is this New Fiscal Year?	5. Current Charter	6. Expected Renewal Date	7. Expected Term Date
No	01/10/2013		01/10/2015
8a. Was Terminated During Fiscal Year?	8b. Specific Termination Authority	8c. Actual Term Date	
Yes	Agency Decision paper signed 3/31/2013	01/10/2015	
9. Agency Recommendation for Next Fiscal Year	10a. Legislation Req to Terminate?	10b. Legislation Pending?	
Terminate	No	Not Applicable	
11. Establishment Authority	Agency Authority		
12. Specific Establishment Authority	13. Effective Date	14. Committee Type	14c. Presidential?
GSA Administrator Dan Tangherlini approval	12/03/2012	Continuing	No
15. Description of Committee Non Scientific Program Advisory Board			
16a. Total Number of Reports 1			
16b. Report Date	Report Title		
03/04/2015	Government-wide Travel Advisory Committee (GTAC) Final Report		
Number of Committee Reports Listed: 1			

17a. 0 17b. Closed0 17c. Partially Closed0 Other Activities0 17d. Total0
Open

Meetings and Dates

No Meetings

	Current FY	Next FY
18a(1). Personnel Pmts to Non-Federal Members	\$0.00	\$0.00
18a(2). Personnel Pmts to Federal Members	\$0.00	\$0.00
18a(3). Personnel Pmts to Federal Staff	\$217,000.00	\$0.00
18a(4). Personnel Pmts to Non-Member Consultants	\$0.00	\$0.00
18b(1). Travel and Per Diem to Non-Federal Members	\$0.00	\$0.00
18b(2). Travel and Per Diem to Federal Members	\$0.00	\$0.00
18b(3). Travel and Per Diem to Federal Staff	\$0.00	\$0.00
18b(4). Travel and Per Diem to Non-member Consultants	\$0.00	\$0.00
18c. Other(rents,user charges, graphics, printing, mail, etc.)	\$0.00	\$0.00
18d. Total	\$217,000.00	\$0.00
19. Federal Staff Support Years (FTE)	1.75	0.00

20a. How does the Committee accomplish its purpose?

The purpose of GTAC is to review existing travel policies, processes, and procedures that are accountable and transparent, beginning with the per diem methodology to aid in meeting agency missions in an effective manner at the lowest logical travel cost. GTAC will address current

industry and Federal travel trends and provide advice and recommendations to GSA for improvements to increase travel efficiency and effectiveness, reduce costs, promote sustainability, and incorporate industry best practices.

20b. How does the Committee balance its membership?

GTAC will be comprised of no more than 15 members, including the Chair. Members may include Federal agency travel managers, hoteliers, rental car companies, airline companies, travel and lodging associations, convention and visitor bureaus, state and local Government representatives, as well as corporations.

20c. How frequent and relevant are the Committee Meetings?

GTAC will meet approximately 12 times during a 12-month period. The meetings will be held electronically.

20d. Why can't the advice or information this committee provides be obtained elsewhere?

GTAC will aid GSA in moving towards more cost-effective travel solutions. It provides an opportunity for travel industry leaders and other qualified individuals to offer their expert advice and recommendations to GSA. GSA is responsible for the development and implementation of the Federal Travel Regulation which prescribes policies for travel by civilian employees and others authorized to travel at Government expense.

20e. Why is it necessary to close and/or partially closed committee meetings?

N/A

21. Remarks

Designated Federal Officer

Marcerto U Barr Policy Analyst, Travel and Relocation Policy

Committee Members	Start	End	Occupation	Member Designation
Beauvois, Nan Marchand	07/30/2013	07/20/2015	US Travel Association	Special Government Employee (SGE) Member
Bonetti, Claudia	07/30/2013	07/20/2015	Lockheed Martin	Representative Member
Choquette, Erin	07/30/2013	07/20/2015	DAS, State of Connecticut	Special Government Employee (SGE) Member
Flynn, David	07/30/2013	07/20/2015	Department of Health and Human Services	Regular Government Employee (RGE) Member
Heston, Cindy	07/30/2013	07/20/2015	Wellpoint	Special Government Employee (SGE) Member
Lane, Kathy	07/30/2013	07/20/2015	National Corporate Housing	Special Government Employee (SGE) Member
Morrison, Emily	07/30/2013	07/20/2015	Department of Treasury	Regular Government Employee (RGE) Member
Moscaritolo, Patrick	07/30/2013	07/20/2015	Greater Boston Convention and Visitors Bureau	Special Government Employee (SGE) Member
Nichols, Brian	07/30/2013	07/20/2015	Deloitte	Special Government Employee (SGE) Member
Schwartz, Fred	07/30/2013	07/20/2015	Asian American Hotel Owners Association	Representative Member
Scott, Bryan	07/30/2013	07/20/2015	Enterprise Holdings	Representative Member
Singer, Rick	07/30/2013	07/20/2015	Society of Government Travel Professionals	Special Government Employee (SGE) Member

Somogyi, Paul	07/30/2013	07/20/2015	Marriott Hotels	Representative Member
Stansbury, Mark	07/30/2013	07/20/2015	Lockheed Martin	Special Government Employee (SGE) Member
Swenson, Dane	07/30/2013	07/20/2015	Department of Defense	Regular Government Employee (RGE) Member

Number of Committee Members Listed: 15

Narrative Description

The mission of the of the GTAC is to conduct public meetings, submit reports and to make recommendations to existing travel policies, processes and procedures, including the per diem methodology to assure that official travel is conducted in a responsible manner with the need to minimize costs. Through the review process, the Committee will address current industry and Federal travel trends and make recommendations for improvements to increase travel efficiency and effectiveness, reduce costs, promote sustainability, and incorporate industry best practices.

What are the most significant program outcomes associated with this committee?

Checked if
Applies

Improvements to health or safety	<input type="checkbox"/>
Trust in government	<input type="checkbox"/>
Major policy changes	<input type="checkbox"/>
Advance in scientific research	<input type="checkbox"/>
Effective grant making	<input type="checkbox"/>
Improved service delivery	<input type="checkbox"/>
Increased customer satisfaction	<input type="checkbox"/>
Implementation of laws or regulatory requirements	<input type="checkbox"/>
Other	<input type="checkbox"/>

Outcome Comments

N/A

What are the cost savings associated with this committee?

Checked if Applies

None	<input type="checkbox"/>
Unable to Determine	<input checked="" type="checkbox"/>
Under \$100,000	<input type="checkbox"/>
\$100,000 - \$500,000	<input type="checkbox"/>
\$500,001 - \$1,000,000	<input type="checkbox"/>
\$1,000,001 - \$5,000,000	<input type="checkbox"/>
\$5,000,001 - \$10,000,000	<input type="checkbox"/>
Over \$10,000,000	<input type="checkbox"/>
Cost Savings Other	<input type="checkbox"/>

Cost Savings Comments

N/A

What is the approximate Number of recommendations produced by this committee for the life of the committee?

0

Number of Recommendations Comments

N/A

What is the approximate Percentage of these recommendations that have been or will be Fully implemented by the agency?

0%

% of Recommendations Fully Implemented Comments

N/A

What is the approximate Percentage of these recommendations that have been or will be Partially implemented by the agency?

0%

% of Recommendations Partially Implemented Comments

N/A

Does the agency provide the committee with feedback regarding actions taken to

implement recommendations or advice offered?

Yes ☐ No ☒ Not Applicable ☐

Agency Feedback Comments

N/A

What other actions has the agency taken as a result of the committee's advice or recommendation?

Checked if Applies

Reorganized Priorities	<input type="checkbox"/>
Reallocated resources	<input type="checkbox"/>
Issued new regulation	<input type="checkbox"/>
Proposed legislation	<input type="checkbox"/>
Approved grants or other payments	<input type="checkbox"/>
Other	<input type="checkbox"/>

Action Comments

N/A

Is the Committee engaged in the review of applications for grants?

No

Grant Review Comments

N/A

How is access provided to the information for the Committee's documentation?

Checked if Applies

Contact DFO	<input checked="" type="checkbox"/>
Online Agency Web Site	<input checked="" type="checkbox"/>
Online Committee Web Site	<input checked="" type="checkbox"/>
Online GSA FACA Web Site	<input checked="" type="checkbox"/>
Publications	<input type="checkbox"/>
Other	<input type="checkbox"/>

Access Comments

N/A