

Texas Commission On Environmental Quality
AGENDA ITEM REQUEST

AGENDA REQUESTED: July 25, 2007

DATE OF REQUEST: June 13, 2007

NAME & NUMBER OF PERSON TO CONTACT REGARDING CHANGES TO THIS REQUEST, IF NEEDED: Barbara Mayer at 239-4739

CAPTION: Docket No. 2007-0955-MIS. Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts by certain state agencies. [David Timberger]

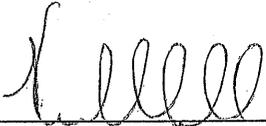
Chief Clerk must send Notice of Application/Hearing:

Type of Matter:

County:

Uncontested:

Contested:



Kevin McCalla, Director
General Law Division

CHIEF CLERKS OFFICE

2007 JUL -3 AM 10:05

TEXAS
COMMISSION
ON ENVIRONMENTAL
QUALITY

Texas Commission On Environmental Quality

INTEROFFICE MEMORANDUM

To: Glenn W. Shankle, Executive Director

Date: June 28, 2007

From: David Timberger, Personnel Attorney *DT*
General Law Division

Kevin McCalla, Director *KEM*
General Law Division

Stephanie Bergeron Perdue, Deputy Director *SBP*
Office of Legal Services

Caption: **Docket No. 2007-0955-MIS.** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Chapter 575 of the Government Code gives some specific direction to state agencies regarding the acceptance of gifts and donations. Chapter 575 provides that the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90th day after the date the gift is accepted. Chapter 575 further states the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation must be recorded in the minutes. Chapter 575 of the Government Code is attached as Exhibit "A."

Before the Commission can acknowledge the acceptance of gifts and donations with a value of \$500 or more listed in Exhibit "B", the gifts must be accepted by the agency.

A list of gifts and donations is attached as Exhibit "B." A Declaration of Third Party Reimbursement form is submitted for each gift or donation listed in Exhibit "B." The Declaration of Third Party Reimbursement forms are attached as Exhibit "C." Your signature below is needed to "accept" the aforementioned and referenced exhibits. We recommend you sign this form and accept the gifts.

I acknowledge and accept the gifts listed in Exhibit "B", on behalf of the Texas Commission on Environmental Quality.



Glenn Shankle, Executive Director

Date: 6.27.2007

TEXAS
COMMISSION
ON ENVIRONMENTAL
QUALITY
2007 JUN - 28 AM 10:00
CHIEF CLERKS OFFICE

Exhibit A

CHAPTER 575. ACCEPTANCE OF GIFT BY STATE AGENCY

§ 575.001. Definitions

In this chapter:

(1) "Gift" means a donation of money or property.

(2) "State agency" means a board, commission, council, committee, department, office, agency, or other governmental entity in the executive or judicial branch of state government. The term does not include an institution of higher education as defined by Section 61.003, Education Code.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

§ 575.002. Gifts of \$500 or More

This chapter applies only to a gift that has a value of \$500 or more.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

§ 575.003. Acceptance of Gift by State Agency Governing Board

A state agency that has a governing board may accept a gift only if the agency has the authority to accept the gift and a majority of the board, in an open meeting, acknowledges the acceptance of the gift not later than the 90th day after the date the gift is accepted.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997. Amended by Acts 1999, 76th Leg., ch. 143, § 1, eff. Sept. 1, 1999.

§ 575.004. Record of Gift

A state agency that accepts a gift must record the name of the donor, a description of the gift, and a statement of the purpose of the gift in:

(1) the minutes of the governing board of the agency; or

(2) appropriate agency records, if the agency does not have a governing board.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

§ 575.005. Acceptance of Gift From Party to Contested Case Prohibited

A state agency may not accept a gift from a person who is a party to a contested case before the agency until the 30th day after the date the decision in the case becomes final under Section 2001.144. In this section, "contested case" has the meaning assigned by Section 2001.003.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

Exhibit B

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
 DECLARATION OF THIRD PARTY REIMBURSEMENT

Over \$500.00

March 2007 though June 2007

REIMBURSING ORGANIZATION NAME	TRAVELERS	DATES OF TRAVEL	DESTINATION	PURPOSE OF TRIP	DATE RECEIVED	REIMBURSED	REIMBURSED TOTAL
Association of State and Territorial Solid Waste Management Officials	Cedilote, Marshall	04/03/07-04/09/07	San Diego, California	Attend Long Term Stewardship Roundtable	04/25/07	Transportation: \$84.00 Air: \$262.00 Meals: \$256.00 Lodging: \$434.52	\$1,036.52
Association of State and Territorial Solid Waste Management Officials	Posnick, Allan	03/12/07-03/14/07	Washington, D.C.	ASTSWMO State/Federal Coordination Focus Group Meeting	04/27/07	Transportation: \$3.00 Air: \$737.60 Meals: \$65.00 Lodging: \$402.12 Parking: \$18.00 Personal Mileage: \$15.00 Taxi: \$17.00	\$1,257.72
Association of State and Territorial Solid Waste Management Officials	Rozsypal, Anton E.	11/28/06-11/30/06	Washington, D.C.	Attend a State/EPA Energy Policy Act Implementation Meeting	04/25/07	Air: \$242.87 Meals: \$69.57 Lodging: \$429.98	\$742.42

Association of State Wehner, Eleanor and Territorial Solid Waste Management Officials	04/22/07-04/25/07 Providence, RI	04/30/07	Attend ASTSWMO Mid Year and RCRA CA Task Force Meetings	Transportation: \$59.75 Air: \$490.00 Meals: \$119.23 Lodging: \$488.16 Parking: \$36.00 Personal Mileage: \$19.40 Registration Fee: \$100.00	\$1,312.54
Association of State Wehner, Eleanor and Territorial Solid Waste Management Officials	05/08/07-05/10/07 Washington, D.C.	05/15/07	Attend 2007 RCRA Reuse and Brownfields Prevention Workgroup Meeting	Transportation: \$28.00 Air: \$639.61 Meals: \$113.00 Lodging: \$414.54 Parking: \$27.00 Personal Mileage: \$19.40	\$1,241.55
Environmental Council of the States	02/28/07-03/01/07 Washington, D.C.	04/05/07	For the NetDMR steering committee meeting to assure seamless transition of the agencies eDMR users to the EPA's planned new data system	Transportation: \$14.00 Air: \$541.60 Meals: \$94.00 Lodging: \$215.26 Parking: \$18.00	\$882.86

Environmental Council of the States	Harris, Brandon	04/24/07-04/26/07 New Orleans, La	Exchange Network Annual Meeting	05/22/07	Transportation: \$26.00 Air: \$429.85 Meals: \$144.00 Lodging: \$338.48 Parking: \$27.00 Personal Mileage: \$21.34	\$986.67
U.S. Department of the Interior	Seiler, Richard	02/11/07-02/14/07 Shepherdstown, WV	Meeting of the U.S. Department of the Interior, Natural Resource Damages and Restoration Federal Advisory Committee	04/11/07	Rental Car: \$84.09 Air: \$541.20 Indirect Meals: \$191.25 Lodging: \$193.37 Parking: \$24.00 Personal Mileage: \$21.34 Tolls: \$5.00 Gasoline: \$9.85	\$1,070.10
US Environmental Protection Agency	Niemeyer, Stephen	03/12/07-03/14/07 Washington, D.C.	Represent TCEQ as a member of the Federal Good Neighbor Environmental Board, a Federal Advisory Group	04/16/07	Transportation: \$27.75 Air: \$272.60 Meals: \$160.00 Lodging: \$430.52 Parking: \$23.99 Business Calls: \$2.00 Personal Mileage: \$13.35	\$930.21

West Virginia
University Research
Corporation

02/26/07-03/02/07 Reno, NV

SORA 2007 Conference 05/14/07

Air:	\$239.60	\$620.18
Meals:	\$122.50	
Lodging:	\$222.48	
Personal Mileage:	\$35.60	

Totals	\$10,080.77	\$10,080.77
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Exhibit C

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Marshall Ceditate
 (2) Dates of Travel: 4/8/07 to 4/9/07
 (3) Destination: San Diego, CA
 (4) Purpose: Attend Long Term Stewardship Roundtable
 (5) Reimbursing Organization: ASTSWMO

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ 84.00	
Public Transportation	\$ 0	
Rental Car	\$ 0	
Air	\$ 262.00	
Meals	\$ 256.00	
Lodging	\$ 434.52	
Parking	\$ 0	
Other:		
Business Telephone Calls	\$ 0	
Personal Vehicle Mileage	\$ 0	
Seminar Registration/Fees	\$ 0	
Misc. (Describe under comments)	\$ 0	
Grand Total	\$ 1036.52	

Approval Signatures:

- (7) Marshall Ceditate
Employee Signature/Date
- (8) [Signature] 4/25/07
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

REC'D BY TCEQ
 2007 APR 25 PM 3 36
 FIN. ADMIN. DIV.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Allan Posnick

(2) Dates of Travel: March 12-14, 2007

(3) Destination: Washington, D.C.

(4) Purpose: ASTSWMO State/Federal Coordination Focus Group meeting

(5) Reimbursing Organization: Assoc. of State and Territorial Solid Waste Management Officials

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 3	
Rental Car	\$	
Air	\$ 737.6	
Meals	\$ 65	
Lodging	\$ 402.12	
Parking	\$ 18	
Other:		
Business Telephone Calls	\$ 0	
Personal Vehicle Mileage	\$ 15	
Seminar Registration/Fees	\$ 0	
Misc. (Describe under comments)	\$ 17	<i>Taxi</i> Cab from Reagan Airport
Grand Total	\$ 1257.72	

REC'D BY TCEQ
 2007 APR 27 PM 3 50
 FIN. ADMIN. DIV.

Approval Signatures:

(7) Allen P 4-26-07

Employee Signature/Date

(8) [Signature] 4/26/07

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

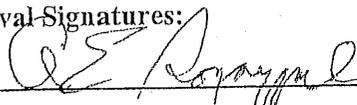
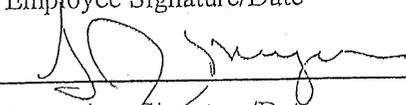
- (1) Employee's Name: Anton E. Rozsypal, Jr.
- (2) Dates of Travel: 11/28/06 - 11/30/06
- (3) Destination: Washington, D.C.
- (4) Purpose: Attended a State/EPA Energy Policy Act Implementation Meeting
- (5) Reimbursing Organization: Association of State & Territorial Solid Waste Management Officials (ASTSWMO)

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ _____	_____
Public Transportation	\$ _____	_____
Rental Car	\$ _____	_____
Air	\$ 242.87	_____
Meals	\$ 69.57	(Includes tips)
Lodging	\$ 429.98	(Includes tax)
Parking	\$ _____	_____
Other:		
Business Telephone Calls	\$ _____	_____
Personal Vehicle Mileage	\$ _____	_____
Seminar Registration/Fees	\$ _____	_____
Misc. (Describe under comments)	\$ _____	_____
Grand Total	\$ 742.42	_____

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2007 APR 25 AM 10 36
FIN. ADM. N. DIV.

Approval Signatures:

- (7)  4-24-07
Employee Signature/Date
- (8) 
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

Third Party A Rozsypal 11/28-11/30/06 travel

From: Pam Byas
To: Robles, Martha; Rozsypal, Anton
Date: 3/6/2007 2:21 PM
Subject: Third Party A Rozsypal 11/28-11/30/06 travel

Good Afternoon

According to our records, Anton received Ethics Attorney approval for a Third Party Reimbursement for travel 11/28-11/30/06 to Washington DC to attend state EPA Energy Policy Act Implementation meeting as member of ASTSWMO task force. Please be reminded a Declaration of Third Party Reimbursement (form and instructions attached) must be completed upon conclusion of travel to be reported at an upcoming Commissioners's Agenda meeting per Legal Division requirements. To date this declaration has not been received.

Please submit a completed and signed Declaration form to the Travel Unit for this trip as soon as possible, fax to # 239-6273. A Declaration form must be submitted even when the employee receives no direct reimbursement but travel expenses were paid on their behalf, those expenses must be declared. Please let me know if this trip was not taken so the file may be closed showing the Declaration form was not necessary.

Thanks

Pam Byas
Financial Administration Division - Travel Unit
Travel Accountant
Office # 512-239-0256
Fax # 512-239-6273

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C
F

Rozsypal Declaration of 3rd Party form

From: Pam Byas
To: Robles, Martha; Rozsypal, Anton
Date: 4/24/2007 11:21 AM
Subject: Late- Rozsypal Declaration of 3rd Party form
CC: Meyers, Fred; Timberger, David

Good Morning

The Travel Unit has an approved for Third Party Reimbursement for Travel Expenses Review by Ethics Attorney form on file for Anton's travel 11/28-11/30/06 to Washington saying he was approved for reimbursement by ASTSWMO. We have on file a previous reminder e-mail sent on 3/6 informing you the Travel Unit had not received Anton's Declaration of Third Party Reimbursement form (copy attached) in the Travel Unit. To date we still do not have his Declaration.

Please submit this Declaration form as soon as possible or provide an explanation for the Ethics Attorney why you cannot so they can explain to the Commissioner's at their upcoming Agenda meeting in case they ask why it late.

A Declaration of Third Party Reimbursement form must be submitted even when the employee receives no direct monetary reimbursement but the Third Party pays for expenses on their behalf such as airfare or lodging, those expenses must be declared. If you are unsure of the dollar amount paid by the Third Party to a vendor or vendors please contact them to request that information since estimates are not acceptable. Please contact me if further assistance is needed.

Thanks

Pam Byas
Financial Administration Division - Travel Unit
Travel Accountant
Office # 512-239-0256
Fax # 512-239-6273

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Re

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Eleanor Wehner
 (2) Dates of Travel: 4/22/2007 to 4/25/2007
 (3) Destination: Providence, RI
 (4) Purpose: Attend ASTSWMO Mid-Year and RCRA CA Task Force Meetings
 (5) Reimbursing Organization: ASTSWMO

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 59.75	taxi to and from airport
Rental Car	\$	
Air	\$ 490	
Meals	\$ 119.23	
Lodging	\$ 488.16	
Parking	\$ 36	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 19.40	travel to airport and back
Seminar Registration/Fees	\$ 100	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1312.54	

Approval Signatures:

(7) Eleanor T Wehner

Employee Signature/Date

(8) [Signature] 4/30

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT BY TCEQ

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Eleanor Wehner
- (2) Dates of Travel: 5/8/2007 to 5/10/2007
- (3) Destination: Washington, DC
- (4) Purpose: Attend 2007 RCRA Reuse and Brownfields Prevention Workgroup Meeting
- (5) Reimbursing Organization: ASTSWMO

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation :	\$ 28.00	taxi fares
Rental Car	\$	
Air	\$ 639.61	
Meals	\$ 113.00	
Lodging	\$ 414.54	
Parking	\$ 27	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 19.40	travel to airport and back
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1241.55	

Approval Signatures:

(7) Eleanor Wehner 5/11/07

Employee Signature/Date

(8) [Signature] 5/14/07

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Brandon Harris
- (2) Dates of Travel: February 28, 2007 to March 1, 2007
- (3) Destination: Washington DC
- (4) Purpose: for the NetDMR steering committee meeting to assure seamless transition of the agencies eDMR users to the EPA's planned new data system.
- (5) Reimbursing Organization: Environmental Council of the States

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ _____	_____
Public Transportation	\$ 14.00	_____
Rental Car	\$ _____	_____
Air	\$ 541.60	_____
Meals	\$ 94.00	_____
Lodging	\$ 215.26	_____
Parking	\$ _____	_____
Other:		
Business Telephone Calls	\$ _____	_____
Personal Vehicle Mileage	\$ _____	_____
Seminar Registration/Fees	\$ _____	_____
Misc. (Describe under comments)	\$ 18.00	airport parking
Grand Total	\$ 882.86	_____

2007 APR 5 PM 3 48
 REC'D BY TOEEO
 FIN. ADMIN. DIV.

Approval Signatures:

- (7) Brandon Harris 3/5/2007
Employee Signature/Date
- (8) [Signature] 3/4/2/07
Supervisor Signature/Date

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

(1) Employee's Name: Brandon Harris
 (2) Dates of Travel: April 24-26, 2007
 (3) Destination: New Orleans, La.
 (4) Purpose: Exchange Network Annual Meeting
 (5) Reimbursing Organization: Environmental Council of the States (ECOS)

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 26.00	
Rental Car	\$	
Air	\$ 429.85	
Meals	\$ 144.00	
Lodging	\$ 338.48	
Parking	\$ 27.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 21.34	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 986.67	

2007 MAY 22 AM 9 32
 FIN. ADMIN. DIV.
 REC'D BY TCEQ

Approval Signatures:

(7)  5/8/2007
 Employee Signature/Date

(8)  5/9/07
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source. TCEQ-10051 (Rev. 01/2007)

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Richard Seiler
- (2) Dates of Travel: 2-11-07 to 2-14-07
- (3) Destination: Shepherdstown, West Virginia
- (4) Purpose: Meeting of the U.S. Department of the Interior,
Natural Resource Damages and Restoration
Federal Advisory Committee
- (5) Reimbursing Organization: U.S. Department of the Interior

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ _____	_____
Public Transportation	\$ _____	_____
Rental Car	\$ 84.09	_____
Air	\$ _____	* (\$541.20) Paid Directly by DOI- Not Reimbursed
Meals	\$ 191.25	Federal Subsistence Rates
Lodging	\$ 193.37	_____
Parking	\$ 24.00	_____
Other:		
Business Telephone Calls	\$ _____	_____
Personal Vehicle Mileage	\$ 21.34	_____
Seminar Registration/Fees	\$ _____	_____
Misc. (Describe under comments)	\$ 14.85	Toll fares (\$5.00) gasoline (\$9.85)
Grand Total	\$ 528.90	* \$541.20 = \$1070.10

Approval Signatures:

(7)  4-10-07

Employee Signature/Date

(8)  4-11-07

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

2007 APR 12 AM 10 19
 FIN. ADMIN. DIV.
 REC'D BY TCEQ

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Stephen M. Niemeyer, P.E.
- (2) Dates of Travel: 03/12/07-03/14/07
- (3) Destination: Washington, D.C.
- (4) Purpose: Represent TCEQ as member of the Federal Good Neighbor Environmental Board, a Federal Advisory Committee
- (5) Reimbursing Organization: U.S. Environmental Protection Agency

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ _____	_____
Public Transportation	\$ 27.75	_____
Rental Car	\$ NA	_____
Air	\$ 272.60	_____
Meals	\$ 160	_____
Lodging	\$ 430.52	_____
Parking	\$ 23.99	_____
Other:		
Business Telephone Calls	\$ 2.00	_____
Personal Vehicle Mileage	\$ 13.35	_____
Seminar Registration/Fees	\$ NA	_____
Misc. (Describe under comments)	\$ NA	_____
Grand Total	\$ 902.46 930.21	<i>corrected addition error</i>

Approval Signatures:

- (7) *[Signature]* 4/11/07
Employee Signature/Date
- (8) *[Signature]* 4/13/07
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

REC'D BY TCEQ
 2007 APR 16 PM 3 33
 FIN. ADMIN. DIV.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

(1) Employee's Name: Joseph L. Strouse
 (2) Dates of Travel: 2/26/07 and 3/2/07
 (3) Destination: Reno, NV
 (4) Purpose: SORA 2007 Conference
 (5) Reimbursing Organization: West Virginia University Research Corporation

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 239.60	United Airlines RT
Meals	\$ 122.50	
Lodging	\$ 222.48	
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 35.60	80 miles @ \$0.445/mile
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 620.18	

Approval Signatures:

(7) *Joseph L. Strouse* 5-14-07

Employee Signature/Date

(8) *Debra M. Mann* 5-14-07

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

Texas Commission On Environmental Quality

INTEROFFICE MEMORANDUM

To: Commissioners
Glenn W. Shankle, Executive Director

Date: June 28, 2007

From: David Timberger, Personnel Attorney *DT*
General Law Division

Kevin McCalla, Director *KM*
General Law Division

Stephanie Bergeron Perdue, Deputy Director *SBP*
Office of Legal Services

Caption: **Docket No. 2007-0955-MIS.** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Chapter 575 of the Government Code gives some specific direction to state agencies regarding the acceptance of gifts and donations. Chapter 575 of the Government Code provides that the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90th day after the date the gift is accepted. Chapter 575 of the Government Code further states the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation must be recorded in the minutes. Chapter 575 of the Government Code is attached as Exhibit "A."

A list of gifts and donations is attached as Exhibit "B." A Declaration of Third Party Reimbursement form is submitted for each gift or donation listed in Exhibit "B." The Declaration of Third Party Reimbursement forms are attached as Exhibit "C." The Executive Director's approval memorandum is attached as Exhibit "D."

Attachments

Exhibit "A" - Chapter 575 of the Government Code

Exhibit "B" - List of Gifts and Donations

Exhibit "C" - Declaration of Third Party Reimbursement Forms for supporting documentation

Exhibit "D" - Executive Director's approval memorandum

Exhibit A

CHAPTER 575. ACCEPTANCE OF GIFT BY STATE AGENCY

§ 575.001. Definitions

In this chapter:

(1) "Gift" means a donation of money or property.

(2) "State agency" means a board, commission, council, committee, department, office, agency, or other governmental entity in the executive or judicial branch of state government. The term does not include an institution of higher education as defined by Section 61.003, Education Code.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

§ 575.002. Gifts of \$500 or More

This chapter applies only to a gift that has a value of \$500 or more.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

§ 575.003. Acceptance of Gift by State Agency Governing Board

A state agency that has a governing board may accept a gift only if the agency has the authority to accept the gift and a majority of the board, in an open meeting, acknowledges the acceptance of the gift not later than the 90th day after the date the gift is accepted.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997. Amended by Acts 1999, 76th Leg., ch. 143, § 1, eff. Sept. 1, 1999.

§ 575.004. Record of Gift

A state agency that accepts a gift must record the name of the donor, a description of the gift, and a statement of the purpose of the gift in:

(1) the minutes of the governing board of the agency; or

(2) appropriate agency records, if the agency does not have a governing board.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

§ 575.005. Acceptance of Gift From Party to Contested Case Prohibited

A state agency may not accept a gift from a person who is a party to a contested case before the agency until the 30th day after the date the decision in the case becomes final under Section 2001.144. In this section, "contested case" has the meaning assigned by Section 2001.003.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

Exhibit B

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
 DECLARATION OF THIRD PARTY REIMBURSEMENT

Over \$500.00

March 2007 through June 2007

REIMBURSING ORGANIZATION NAME	TRAVELERS	DATES OF TRAVEL	DESTINATION	PURPOSE OF TRIP	DATE RECEIVED	REIMBURSED	REIMBURSED TOTAL
Association of State and Territorial Solid Waste Management Officials	Cedilote, Marshall	04/03/07-04/09/07	San Diego, California	Attend Long Term Stewardship Roundtable	04/25/07	Transportation: \$84.00 Air: \$262.00 Meals: \$256.00 Lodging: \$434.52	\$1,036.52
Association of State and Territorial Solid Waste Management Officials	Posnick, Allan	03/12/07-03/14/07	Washington, D.C.	ASTSWMO State/Federal Coordination Focus Group Meeting	04/27/07	Transportation: \$3.00 Air: \$737.60 Meals: \$65.00 Lodging: \$402.12 Parking: \$18.00 Personal Mileage: \$15.00 Taxi: \$17.00	\$1,257.72
Association of State and Territorial Solid Waste Management Officials	Rozsypal, Anton E.	11/28/06-11/30/06	Washington, D.C.	Attend a State/EPA Energy Policy Act Implementation Meeting	04/25/07	Air: \$242.87 Meals: \$69.57 Lodging: \$429.98	\$742.42

Association of State Wehner, Eleanor and Territorial Solid Waste Management Officials	04/22/07-04/25/07 Providence, RI	Attend ASTSWMO Mid Year and RCRA CA Task Force Meetings	04/30/07	Transportation: \$59.75 Air: \$490.00 Meals: \$119.23 Lodging: \$488.16 Parking: \$36.00 Personal Mileage: \$19.40 Registration Fee: \$100.00	\$1,312.54
Association of State Wehner, Eleanor and Territorial Solid Waste Management Officials	05/08/07-05/10/07 Washington, D.C.	Attend 2007 RCRA Reuse and Brownfields Prevention Workgroup Meeting	05/15/07	Transportation: \$28.00 Air: \$639.61 Meals: \$113.00 Lodging: \$414.54 Parking: \$27.00 Personal Mileage: \$19.40	\$1,241.55
Environmental Council of the States	02/28/07-03/01/07 Washington, D.C.	For the NetDMR steering committee meeting to assure seamless transition of the agencies eDMR users to the EPA's planned new data system	04/05/07	Transportation: \$14.00 Air: \$541.60 Meals: \$94.00 Lodging: \$215.26 Parking: \$18.00	\$882.86

Environmental Council of the States	Harris, Brandon	04/24/07-04/26/07 New Orleans, La	Exchange Network Annual Meeting	05/22/07	Transportation: \$26.00 Air: \$429.85 Meals: \$144.00 Lodging: \$338.48 Parking: \$27.00 Personal Mileage: \$21.34	\$986.67
U.S. Department of the Interior	Seiler, Richard	02/11/07-02/14/07 Shepherdstown, WV	Meeting of the U.S. Department of the Interior, Natural Resource Damages and Restoration Federal Advisory Committee	04/11/07	Rental Car: \$84.09 Air: \$541.20 Indirect Meals: \$191.25 Lodging: \$193.37 Parking: \$24.00 Personal Mileage: \$21.34 Tolls: \$5.00 Gasoline: \$9.85	\$1,070.10
US Environmental Protection Agency	Niemeier, Stephen	03/12/07-03/14/07 Washington, D.C.	Represent TCEQ as a member of the Federal Good Neighbor Environmental Board, a Federal Advisory Group	04/16/07	Transportation: \$27.75 Air: \$272.60 Meals: \$160.00 Lodging: \$430.52 Parking: \$23.99 Business Calls: \$2.00 Personal Mileage: \$13.35	\$930.21

West Virginia
University Research
Corporation

02/26/07-03/02/07 Reno, NV

SORA 2007 Conference 05/14/07

Air:	\$239.60	\$620.18
Meals:	\$122.50	
Lodging:	\$222.48	
Personal Mileage:	\$35.60	

Totals	\$10,080.77	\$10,080.77
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Exhibit C

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Marshall Cedilote
 (2) Dates of Travel: 4/3/07 to 4/9/07
 (3) Destination: San Diego, CA
 (4) Purpose: Attend Long Term Stewardship Roundtable
 (5) Reimbursing Organization: ASTSWMO

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ 84.00	
Public Transportation	\$ 0	
Rental Car	\$ 0	
Air	\$ 262.00	
Meals	\$ 256.00	
Lodging	\$ 434.52	
Parking	\$ 0	
Other:		
Business Telephone Calls	\$ 0	
Personal Vehicle Mileage	\$ 0	
Seminar Registration/Fees	\$ 0	
Misc. (Describe under comments)	\$ 0	
Grand Total	\$ 1036.52	

Approval Signatures:

- (7) Marshall Cedilote
Employee Signature/Date
- (8) [Signature] 4/25/07
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

REC'D BY TCEQ
 2007 APR 25 PM 3 36
 FIN. ADMIN. DIV.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Allan Posnick

(2) Dates of Travel: March 12-14, 2007

(3) Destination: Washington, D.C.

(4) Purpose: ASTSWMO State/Federal Coordination Focus Group meeting

(5) Reimbursing Organization: Assoc. of State and Territorial Solid Waste Management Officials

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 3	
Rental Car	\$	
Air	\$ 737.6	
Meals	\$ 65	
Lodging	\$ 402.12	
Parking	\$ 18	
Other:		
Business Telephone Calls	\$ 0	
Personal Vehicle Mileage	\$ 15	
Seminar Registration/Fees	\$ 0	
Misc. (Describe under comments)	\$ 17	<i>Taxi</i> Cab from Reagan Airport
Grand Total	\$ 1257.72	

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Approval Signatures:

(7) Alta P 4-26-07

Employee Signature/Date

(8) [Signature] 4/26/07

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

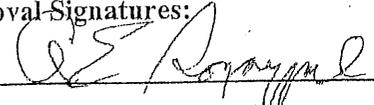
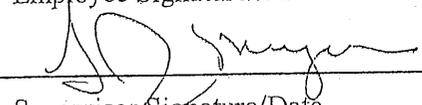
- (1) Employee's Name: Anton E. Rozsypal, Jr.
- (2) Dates of Travel: 11/28/06 - 11/30/06
- (3) Destination: Washington, D.C.
- (4) Purpose: Attended a State/EPA Energy Policy Act Implementation Meeting
- (5) Reimbursing Organization: Association of State & Territorial Solid Waste Management Officials (ASTSWMO)

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 242.87	
Meals	\$ 69.57	(Includes tips)
Lodging	\$ 429.98	(Includes tax)
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 742.42	

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Approval Signatures:

- (7)  4-24-07
 Employee Signature/Date
- (8) 
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

Third Party A Rozsypal 11/28-11/30/06 travel

From: Pam Byas
To: Robles, Martha; Rozsypal, Anton
Date: 3/6/2007 2:21 PM
Subject: Third Party A Rozsypal 11/28-11/30/06 travel

Good Afternoon.

According to our records, Anton received Ethics Attorney approval for a Third Party Reimbursement for travel 11/28-11/30/06 to Washington DC to attend state EPA Energy Policy Act Implementation meeting as member of ASTSWMO task force. Please be reminded a Declaration of Third Party Reimbursement (form and instructions attached) must be completed upon conclusion of travel to be reported at an upcoming Commissioners's Agenda meeting per Legal Division requirements. To date this declaration has not been received.

Please submit a completed and signed Declaration form to the Travel Unit for this trip as soon as possible, fax to # 239-6273. A Declaration form must be submitted even when the employee receives no direct reimbursement but travel expenses were paid on their behalf, those expenses must be declared. Please let me know if this trip was not taken so the file may be closed showing the Declaration form was not necessary.

Thanks

Pam Byas
Financial Administration Division - Travel Unit
Travel Accountant
Office # 512-239-0256
Fax # 512-239-6273

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Rozsypal Declaration of 3rd Party form

From: Pam Byas
To: Robles, Martha; Rozsypal, Anton
Date: 4/24/2007 11:21 AM
Subject: Late- Rozsypal Declaration of 3rd Party form
CC: Meyers, Fred; Timberger, David

Good Morning

The Travel Unit has an approved for Third Party Reimbursement for Travel Expenses Review by Ethics Attorney form on file for Anton's travel 11/28-11/30/06 to Washington saying he was approved for reimbursement by ASTSWMO. We have on file a previous reminder e-mail sent on 3/6 informing you the Travel Unit had not received Anton's Declaration of Third Party Reimbursement form (copy attached) in the Travel Unit. To date we still do not have his Declaration.

Please submit this Declaration form as soon as possible or provide an explanation for the Ethics Attorney why you cannot so they can explain to the Commissioner's at their upcoming Agenda meeting in case they ask why it late.

A Declaration of Third Party Reimbursement form must be submitted even when the employee receives no direct monetary reimbursement but the Third Party pays for expenses on their behalf such as airfare or lodging, those expenses must be declared. If you are unsure of the dollar amount paid by the Third Party to a vendor or vendors please contact them to request that information since estimates are not acceptable. Please contact me if further assistance is needed.

Thanks

Pam Byas
Financial Administration Division - Travel Unit
Travel Accountant
Office # 512-239-0256
Fax # 512-239-6273

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DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Eleanor Wehner
- (2) Dates of Travel: 4/22/2007 to 4/25/2007
- (3) Destination: Providence, RI
- (4) Purpose: Attend ASTSWMO Mid-Year and RCRA CA Task Force Meetings
- (5) Reimbursing Organization: ASTSWMO

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ _____	_____
Public Transportation	\$ 59.75	taxi to and from airport
Rental Car	\$ _____	_____
Air	\$ 490	_____
Meals	\$ 119.23	_____
Lodging	\$ 488.16	_____
Parking	\$ 36	_____
Other:		
Business Telephone Calls	\$ _____	_____
Personal Vehicle Mileage	\$ 19.40	travel to airport and back
Seminar Registration/Fees	\$ 100	_____
Misc. (Describe under comments)	\$ _____	_____
Grand Total	\$ 1312.54	_____

Approval Signatures:

(7) Eleanor T. Wehner

Employee Signature/Date

(8) [Signature] 4/30

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT BY TCEQ

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Eleanor Wehner
- (2) Dates of Travel: 5/8/2007 to 5/10/2007
- (3) Destination: Washington, DC
- (4) Purpose: Attend 2007 RCRA Reuse and Brownfields Prevention Workgroup Meeting
- (5) Reimbursing Organization: ASTSWMO

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 28.00	taxi fares
Rental Car	\$	
Air	\$ 639.61	
Meals	\$ 113.00	
Lodging	\$ 414.54	
Parking	\$ 27	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 19.40	travel to airport and back
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1241.55	

Approval Signatures:

- (7) Eleanor T. Wehner 5/11/07
Employee Signature/Date
- (8) [Signature] 5/14/07
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Brandon Harris
- (2) Dates of Travel: February 28, 2007 to March 1, 2007
- (3) Destination: Washington DC
- (4) Purpose: for the NetDMR steering committee meeting to assure seamless transition of the agencies eDMR users to the EPA's planned new data system.
- (5) Reimbursing Organization: Environmental Council of the States

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ _____	_____
Public Transportation	\$ 14.00	_____
Rental Car	\$ _____	_____
Air	\$ 541.60	_____
Meals	\$ 94.00	_____
Lodging	\$ 215.26	_____
Parking	\$ _____	_____
Other:		
Business Telephone Calls	\$ _____	_____
Personal Vehicle Mileage	\$ _____	_____
Seminar Registration/Fees	\$ _____	_____
Misc. (Describe under comments)	\$ 18.00	airport parking
Grand Total	\$ 882.86	_____

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 FIN. ADMIN. DIV.

- Approval Signatures:
- (7) Brandon Harris 3/5/2007
 Employee Signature/Date
- (8) [Signature] 3/4/2/07
 Supervisor Signature/Date

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

- (1) Employee's Name: Brandon Harris
- (2) Dates of Travel: April 24-26, 2007
- (3) Destination: New Orleans, La.
- (4) Purpose: Exchange Network Annual Meeting
- (5) Reimbursing Organization: Environmental Council of the States (ECOS)

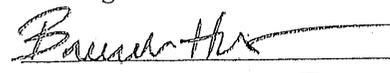
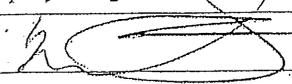
(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 26.00	
Rental Car	\$	
Air	\$ 429.85	
Meals	\$ 144.00	
Lodging	\$ 338.48	
Parking	\$ 27.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 21.34	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 986.67	

2007 MAY 22 AM 9 32
 FIN. ADMIN. DIV.

REC'D BY TCEQ

Approval Signatures:

- (7)  5/8/2007
 Employee Signature/Date
- (8)  5/9/07
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Richard Seiler
 (2) Dates of Travel: 2-11-07 to 2-14-07
 (3) Destination: Shepherdstown, West Virginia
 (4) Purpose: Meeting of the U.S. Department of the Interior,
 Natural Resource Damages and Restoration
 Federal Advisory Committee
 (5) Reimbursing Organization: U.S. Department of the Interior

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$ 84.09	
Air	\$	* (\$541.20) Paid Directly by DOI- Not Reimbursed
Meals	\$ 191.25	Federal Subsistence Rates
Lodging	\$ 193.37	
Parking	\$ 24.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 21.34	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$ 14.85	Toll fares (\$5.00) gasoline (\$9.85)
Grand Total	\$ 528.90	* \$ 541.20 = \$ 1070.10

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 FIN. ADMIN. DIV.
 REC'D BY TCEQ

Approval Signatures:
 (7) *[Signature]* 4-10-07
 Employee Signature/Date
 (8) *[Signature]* 4-11-07
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Stephen M. Niemeyer, P.E.
- (2) Dates of Travel: 03/12/07-03/14/07
- (3) Destination: Washington, D.C.
- (4) Purpose: Represent TCEQ as member of the Federal Good Neighbor Environmental Board, a Federal Advisory Committee
- (5) Reimbursing Organization: U.S. Environmental Protection Agency

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ _____	_____
Public Transportation	\$ 27.75	_____
Rental Car	\$ NA	_____
Air	\$ 272.60	_____
Meals	\$ 160	_____
Lodging	\$ 430.52	_____
Parking	\$ 23.99	_____
Other:		
Business Telephone Calls	\$ 2.00	_____
Personal Vehicle Mileage	\$ 13.35	_____
Seminar Registration/Fees	\$ NA	_____
Misc. (Describe under comments)	\$ NA	_____
Grand Total	\$ 902.46 930.21	<i>corrected addition error</i>

Approval Signatures:

(7) *[Signature]* 4/11/07
 Employee Signature/Date

(8) *[Signature]* 4/13/07
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

REC'D BY TCEQ
 2007 APR 16 PM 3 33
 FIN. ADMIN. DIV.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

(1) Employee's Name: Joseph L. Strouse
 (2) Dates of Travel: 2/26/07 and 3/2/07
 (3) Destination: Reno, NV
 (4) Purpose: SORA 2007 Conference
 (5) Reimbursing Organization: West Virginia University Research Corporation

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 239.60	United Airlines RT
Meals	\$ 122.50	
Lodging	\$ 222.48	
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 35.60	80 miles @ \$0.445/mile
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 620.18	

Approval Signatures:

(7) *Joseph L. Strouse* 5-14-07

Employee Signature/Date

(8) *Debra M. Mann* 5-14-07

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

Exhibit D

Texas Commission On Environmental Quality

INTEROFFICE MEMORANDUM

To: Glenn W. Shankle, Executive Director

Date: June 28, 2007

From: David Timberger, Personnel Attorney 
General Law Division

Kevin McCalla, Director 
General Law Division

Stephanie Bergeron Perdue, Deputy Director 
Office of Legal Services

Caption: **Docket No. 2007-0955-MIS.** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Chapter 575 of the Government Code gives some specific direction to state agencies regarding the acceptance of gifts and donations. Chapter 575 provides that the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90th day after the date the gift is accepted. Chapter 575 further states the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation must be recorded in the minutes. Chapter 575 of the Government Code is attached as Exhibit "A."

Before the Commission can acknowledge the acceptance of gifts and donations with a value of \$500 or more listed in Exhibit "B", the gifts must be accepted by the agency.

A list of gifts and donations is attached as Exhibit "B." A Declaration of Third Party Reimbursement form is submitted for each gift or donation listed in Exhibit "B." The Declaration of Third Party Reimbursement forms are attached as Exhibit "C." Your signature below is needed to "accept" the aforementioned and referenced exhibits. We recommend you sign this form and accept the gifts.

I acknowledge and accept the gifts listed in Exhibit "B", on behalf of the Texas Commission on Environmental Quality.



Glenn Shankle, Executive Director

Date: 6.27.2007

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY



A RESOLUTION Regarding acceptance of gifts and donations in accordance with Chapter 575 of the Government Code concerning acceptance of gifts and donations by certain state agencies;
2007-0955-MIS.

WHEREAS, Chapter 575 of the Government Code provides that a majority of the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500.00 or more in an open meeting no later than the 90th day after the date the gift is accepted.

WHEREAS, a list of gifts and donations submitted for acknowledgment is attached as Exhibit "A." The gifts have been accepted by the Executive Director. The list includes a description and amount of each gift or donation with a value of \$500.00 or more, the donor's name, and a statement regarding the purpose of each gift or donation in accordance with Section 575.004 of Chapter 575.

NOW, THEREFORE BE IT RESOLVED BY THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY that the Commission acknowledges acceptance of the gifts and donations listed in Exhibit "A" in accordance with Chapter 575 of the Government Code.

Issued this the ____ day of _____, 2007

TEXAS COMMISSION ON
ENVIRONMENTAL QUALITY

Kathleen Hartnett White, Chairman

Exhibit A

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
 DECLARATION OF THIRD PARTY REIMBURSEMENT

Over \$500.00

March 2007 though June 2007

REIMBURSING ORGANIZATION NAME	TRAVELERS	DATES OF TRAVEL	DESTINATION	PURPOSE OF TRIP	DATE RECEIVED	REIMBURSED	REIMBURSED TOTAL
Association of State and Territorial Solid Waste Management Officials	Cedilote, Marshall	04/03/07-04/09/07	San Diego, California	Attend Long Term Stewardship Roundtable	04/25/07	Transportation: \$84.00 Air: \$262.00 Meals: \$256.00 Lodging: \$434.52	\$1,036.52
Association of State and Territorial Solid Waste Management Officials	Posnick, Allan	03/12/07-03/14/07	Washington, D.C.	ASTSWMO State/Federal Coordination Focus Group Meeting	04/27/07	Transportation: \$3.00 Air: \$737.60 Meals: \$65.00 Lodging: \$402.12 Parking: \$18.00 Personal Mileage: \$15.00 Taxi: \$17.00	\$1,257.72
Association of State and Territorial Solid Waste Management Officials	Rozsypal, Anton E.	11/28/06-11/30/06	Washington, D.C.	Attend a State/EPA Energy Policy Act Implementation Meeting	04/25/07	Air: \$242.87 Meals: \$69.57 Lodging: \$429.98	\$742.42

Association of State and Territorial Solid Waste Management Officials	04/22/07-04/25/07 Providence, RI	04/30/07	Attend ASTSWMO Mid Year and RCRA CA Task Force Meetings	Transportation: \$59.75 Air: \$490.00 Meals: \$119.23 Lodging: \$488.16 Parking: \$36.00 Personal Mileage: \$19.40 Registration Fee: \$100.00	\$1,312.54
Association of State and Territorial Solid Waste Management Officials	05/08/07-05/10/07 Washington, D.C.	05/15/07	Attend 2007 RCRA Reuse and Brownfields Prevention Workgroup Meeting	Transportation: \$28.00 Air: \$639.61 Meals: \$113.00 Lodging: \$414.54 Parking: \$27.00 Personal Mileage: \$19.40	\$1,241.55
Environmental Council of the States	02/28/07-03/01/07 Washington, D.C.	04/05/07	For the NetDMR steering committee meeting to assure seamless transition of the agencies eDMR users to the EPA's planned new data system	Transportation: \$14.00 Air: \$541.60 Meals: \$94.00 Lodging: \$215.26 Parking: \$18.00	\$882.86

Environmental Council of the States	Harris, Brandon	04/24/07-04/26/07 New Orleans, La	Exchange Network Annual Meeting	05/22/07	Transportation: \$26.00 Air: \$429.85 Meals: \$144.00 Lodging: \$338.48 Parking: \$27.00 Personal Mileage: \$21.34	\$986.67
U.S. Department of the Interior	Seiler, Richard	02/11/07-02/14/07 Shepherdstown, WV	Meeting of the U.S. Department of the Interior, Natural Resource Damages and Restoration Federal Advisory Committee	04/11/07	Rental Car: \$84.09 Air: \$541.20 Indirect Meals: \$191.25 Lodging: \$193.37 Parking: \$24.00 Personal Mileage: \$21.34 Tolls: \$5.00 Gasoline: \$9.85	\$1,070.10
US Environmental Protection Agency	Niemeyer, Stephen	03/12/07-03/14/07 Washington, D.C.	Represent TCEQ as a member of the Federal Good Neighbor Environmental Board, a Federal Advisory Group	04/16/07	Transportation: \$27.75 Air: \$272.60 Meals: \$160.00 Lodging: \$430.52 Parking: \$23.99 Business Calls: \$2.00 Personal Mileage: \$13.35	\$930.21

West Virginia
University Research
Corporation

Strouse, Joseph L.

02/26/07-03/02/07 Reno, NV

SORA_2007 Conference

05/14/07

\$620.18

Air: \$239.60
Meals: \$122.50
Lodging: \$222.48
Personal Mileage: \$35.60

Totals \$10,080.77 \$10,080.77