



**COMMISSION
AGENDA MEMORANDUM**

Item No. 6c

ACTION ITEM

Date of Meeting June 25, 2019

DATE: June 12, 2019

TO: Stephen P. Metruck, Executive Director

FROM: Mike Merritt, Commission Chief of Staff

SUBJECT: Update to the 2019 Commission International Travel Plan (Short Form)

ACTION REQUESTED

Request Commission approval of a revised Commission 2019 international travel plan to include additional travel in the third quarter.

SUMMARY

On March 12, 2019, the commission approved its 2019 international travel plan pursuant to Section 2 of Resolution 3604. Additional travel not included in that request must be approved separately by commission. Now the commission wishes to add travel to Latin America in the third quarter of 2019 to its plan. As revised, the 2019 plan would include the following travel by quarter:

- 1st Quarter:** Japan
- 2nd Quarter:** Ireland, Canada, and Europe
- 3rd Quarter:** Latin America
- 4th Quarter:** Asia and Latin America

There are no attachments to this memo.