



DEPARTMENT OF HUMAN RIGHTS AND ETHICS

**RANJIT HAKIM**

EXECUTIVE DIRECTOR

69 W. Washington St. Suite 3040 • Chicago, Illinois 60602 • (312) 603-1100 • F (312) 603-9988

**TONI PRECKWINKLE**

PRESIDENT  
Cook County Board  
of Commissioners

EARLEAN COLLINS  
1st District

ROBERT STEELE  
2nd District

JERRY BUTLER  
3rd District

STANLEY MOORE  
4th District

DEBORAH SIMS  
5th District

JOAN PATRICIA MURPHY  
6th District

JESUS G. GARCIA  
7th District

EDWIN REYES  
8th District

PETER N. SILVESTRI  
9th District

BRIDGET GAINER  
10th District

JOHN P. DALEY  
11th District

JOHN A. FRITCHEY  
12th District

LARRY SUFFREDIN  
13th District

GREGG GOSLIN  
14th District

TIMOTHY O. SCHNEIDER  
15th District

JEFFREY R. TOBOLSKI  
16th District

ELIZABETH ANN DODY GORMAN  
17th District

May 14, 2014

Honorable Elizabeth Gorman  
Commissioner, 17th District  
Cook County Board of Commissioners  
118 North Clark Street, Room 567  
Chicago, Illinois 60602

Dear Commissioner Gorman:

In accordance with the Ordinance Adopting Guidelines for the Expenditure and Reimbursement of Contingency Funds for Cook County Commissioners (Cook County Ordinance 09-O-32), as amended on May 1, 2012, I have reviewed your revised **march 2014 Contingency Account Expense Report, Reimbursement Requests, and supporting documentation submitted on May 12, 2014.**

I have approved, signed, and forwarded the 29C form (and supporting documentation) to the Office of the Comptroller for further review.

If you have any questions, do not hesitate to contact me at (312) 603-1106.

Sincerely,

Ranjit Hakim  
Executive Director

cc: Lawrence Wilson, Comptroller, Office of the Cook County Comptroller  
Matthew B. DeLeon, Secretary to the Board of Cook County Commissioners

**COOK COUNTY BOARD OF COMMISSIONERS  
CONTINGENCY ACCOUNT EXPENSE REPORT FOR:**

**March 1 - 31, 2014**

Commissioner: Elizabeth "Liz" Doody Gorman District 17

**1. ATTENDANCE AT MEETINGS AND EVENTS IN THE PERFORMANCE OF OFFICIAL DUTIES (HELD BY OTHERS)**

a. Meals (if constituents are involved, Specify; generally, topics discussed)  
**\*Alcoholic beverages should not be purchased with contingency funds.**

\$ 443.55

b. Cost for meetings and events in the performance of official duties (e.g. cost of tickets or admission fee)

c. Other Costs (specify; must be for attendance at event and not for general promotion of organization)



**2. TRAVEL AND TRANSPORTATION EXPENSE FOR COUNTY FUNCTIONS, MEETINGS AND DUTIES**

a. Fuel/Usage (at current mileage rate)  
*Cannot be for both fuel and mileage.*

b. Parking Fees/Tolls

c. Financing Costs of Official Vehicle (is this vehicle used exclusively for official duties or % of use for County business)

Reimbursement for partial car payment for vehicle used by Commissioner in connection with officials duties [based on the percentage of vehicle useage attributable to County business [log attached].

d. Fare (specify air, bus, train, etc.)

e. Public Transit, Taxi, Livery  
(Specify to, from)

**3. EDUCATION PROGRAMS RELATED TO COUNTY GOVERNMENT (ENROLLED IN BY YOU).**

Brief description of how course is related to government finance or other functions of county government.

a. Tuition

\$451.64

Reimbursement for loan for education program [MBA-University of Notre Dame] for topics associated with the functions of County government [synopsis attached] completed.

b. Fees

c. Books

**4. PERIODICALS AND PUBLICATIONS RELATED TO OFFICIAL DUTIES.**

a. Other Materials (specify)

b. Newspapers

- c. Journals
- d. Magazines
- e. Books
- f. Electronic Subscriptions
- g. Other (specify)

5. **MEMBERSHIP FEES FOR COMMUNITY OR CIVIC ORGANIZATIONS**

(Specify the organization)

6. **COSTS DIRECTLY RELATED TO THE PROVISION OF COUNTY CONSTITUENT SERVICES (BY YOUR OFFICE)** (specify) (if constituents are involved, specify generally topics discussed)

7. **I HAVE NOT ACCEPTED CONTINGENCY FUNDS FOR THE PERIOD**

\_\_\_\_\_ to \_\_\_\_\_

8. **I HAVE ACCEPTED CONTINGENCY FUNDS FOR THE PERIOD**

\_\_\_\_\_ to \_\_\_\_\_, but I HAVE NOT USED THEM DURING THIS REPORTING PERIOD.

For all categories, please attach the following documents in support of the above list of expenditures. All documents must be legible. Where it is indicated, please specify the additional necessary information on the attached documents.

- a. Mileage Logs
- b. Fuel Receipts
- c. Copies of Travel Documents
- d. Copies of Cancelled Checks
- e. Course Description for Qualified Educational Progress
- f. Expense Receipts (specify whether the expense receipts for meals fall under number 1a or 6)

PRINT COMMISSIONER NAME & DISTRICT  
 ELIZABETH "LIZ" DOODY GORMAN - 17<sup>th</sup> District

  
 \_\_\_\_\_  
 SIGN COMMISSIONER NAME

\_\_\_\_\_ May 8, 2014  
 DATE

\_\_\_\_\_  
 PREPARED BY

\_\_\_\_\_  
 DATE



DEPARTMENT OF HUMAN RIGHTS AND ETHICS

**RANJIT HAKIM**

EXECUTIVE DIRECTOR

69 W. Washington St. Suite 3040 • Chicago, Illinois 60602 • (312) 603- 1100 • F (312) 603-9988

**TONI PRECKWINKLE**

PRESIDENT

**Cook County Board  
of Commissioners**

EARLEÁN COLLINS

1st District

ROBERT STEELE

2nd District

JERRY BUTLER

3rd District

STANLEY MOORE

4th District

DEBORAH SIMS

5th District

JOAN PATRICIA MURPHY

6th District

JESUS G. GARCIA

7th District

EDWIN REYES

8th District

PETER N. SILVESTRI

9th District

BRIDGET GAINER

10th District

JOHN P. DALEY

11th District

JOHN A. FRITCHEY

12th District

LARRY SUFFREDIN

13th District

GREGG GOSLIN

14th District

TIMOTHY O. SCHNEIDER

15th District

JEFFREY R. TOBOLSKI

16th District

ELIZABETH ANN DOODY GORMAN

17th District

May 22, 2014

Honorable Elizabeth Gorman  
Commissioner, 17th District  
Cook County Board of Commissioners  
118 North Clark Street, Room 567  
Chicago, Illinois 60602

Dear Commissioner Gorman:

In accordance with the Ordinance Adopting Guidelines for the Expenditure and Reimbursement of Contingency Funds for Cook County Commissioners (Cook County Ordinance 09-O-32), as amended on May 1, 2012, I have reviewed your April 2014 Contingency Account Expense Report, Reimbursement Requests, and supporting documentation submitted on May 15, 2014.

I have approved, signed, and forwarded the 29C form (and supporting documentation) to the Office of the Comptroller for further review.

As you may recall, the OIIG Report regarding the pre-amended Contingency Fund reimbursement process criticized the lack of transparency for expenses involving third parties. OIIG Summary Report No. IIG12-0059 (Sept. 26, 2012). One control added to the reimbursement process was to require that reimbursement requests for meals or other expenses in connection with a commissioner's attendance at a meeting or event include sufficient information to show that the expenses were incurred in the performance of a commissioner's official duties. Where supporting documentation includes a mileage log or some other records describing the meeting or event attended, the connection of a meal benefiting third parties to the performance of official duties may be self-evident. Where this documentation is not part of the original reimbursement request, I have asked your staff to include additional information regarding reimbursements for constituent meals and other expenses that benefit third parties on the Contingency Account Expense Report itself. My apologies in advance for the added burden to your staff, but I appreciate the cooperation and my hope is that this additional information will speed the reimbursement process and increase its transparency.

Sincerely,

Ranjit Hakim  
Executive Director

cc: Lawrence Wilson, Comptroller, Office of the Cook County Comptroller  
Matthew B. DeLeon, Secretary to the Board of Cook County Commissioners

**COOK COUNTY BOARD OF COMMISSIONERS  
CONTINGENCY ACCOUNT EXPENSE REPORT FOR:**

April 1 – 30 , 2014

Commissioner: Elizabeth "Liz" Doody Gorman District 17

**1. ATTENDANCE AT MEETINGS AND EVENTS IN THE PERFORMANCE OF OFFICIAL DUTIES (HELD BY OTHERS)**

- a. Meals (if constituents are involved, Specify; generally, topics discussed) \_\_\_\_\_ \$ 237.84  
**\*Alcoholic beverages should not be purchased with contingency funds.**
- b. Cost for meetings and events in the performance of official duties (e.g. cost of tickets or admission fee) \_\_\_\_\_
- c. Other Costs (specify; must be for attendance at event and not for general promotion of organization) \_\_\_\_\_

**2. TRAVEL AND TRANSPORTATION EXPENSE FOR COUNTY FUNCTIONS, MEETINGS AND DUTIES**

- a. Fuel/Usage (at current mileage rate)  
*Cannot be for both fuel and mileage.* \_\_\_\_\_
- b. Parking Fees/Tolls \_\_\_\_\_
- c. Financing Costs of Official Vehicle (is this vehicle used exclusively for official duties or % of use for County business) \_\_\_\_\_  
Reimbursement for partial car payment for vehicle used by Commissioner in connection with officials duties [based on the percentage of vehicle useage attributable to County business [log attached].
- d. Fare (specify air, bus, train, etc.) \_\_\_\_\_
- e. Public Transit, Taxi, Livery  
(Specify to, from) \_\_\_\_\_

**3. EDUCATION PROGRAMS RELATED TO COUNTY GOVERNMENT (ENROLLED IN BY YOU).**  
Brief description of how course is related to government finance or other functions of county government.

- a. Tuition \_\_\_\_\_ \$451.64  
Reimbursement for loan for education program [MBA-University of Notre Dame] for topics associated with the functions of County government [synopsis attached] completed.
- b. Fees
- c. Books

**4. PERIODICALS AND PUBLICATIONS RELATED TO OFFICIAL DUTIES.**

- a. Other Materials (specify)
- b. Newspapers \_\_\_\_\_ \$ 14.00

- c. Journals
- d. Magazines
- e. Books
- f. Electronic Subscriptions
- g. Other (specify)

5. **MEMBERSHIP FEES FOR COMMUNITY OR CIVIC ORGANIZATIONS**

(Specify the organization)

6. **COSTS DIRECTLY RELATED TO THE PROVISION OF COUNTY CONSTITUENT SERVICES (BY YOUR OFFICE)** (specify) (if constituents are involved, specify generally topics discussed)

7. **I HAVE NOT ACCEPTED CONTINGENCY FUNDS FOR THE PERIOD**

\_\_\_\_\_ to \_\_\_\_\_

8. **I HAVE ACCEPTED CONTINGENCY FUNDS FOR THE PERIOD**

\_\_\_\_\_ to \_\_\_\_\_, but I HAVE NOT USED THEM DURING THIS REPORTING PERIOD.

For all categories, please attach the following documents in support of the above list of expenditures. All documents must be legible. Where it is indicated, please specify the additional necessary information on the attached documents.

- a. Mileage Logs
- b. Fuel Receipts
- c. Copies of Travel Documents
- d. Copies of Cancelled Checks
- e. Course Description for Qualified Educational Progress
- f. Expense Receipts (specify whether the expense receipts for meals fall under number 1a or 6)

**PRINT COMMISSIONER NAME & DISTRICT**  
**ELIZABETH "LIZ" DOODY GORMAN – 17<sup>th</sup> District**



\_\_\_\_\_  
**SIGN COMMISSIONER NAME**

May 13, 2014  
**DATE**

\_\_\_\_\_  
**PREPARED BY**

\_\_\_\_\_  
**DATE**