

2024 Q2 Executive/ Board of Trustee Travel Expense

Reporting Period 04/01/2024-06/30/2024.

GRP	Name	Travel Week	Received	Description	Lodging	Transportation	Meals	Misc	Total
EXEC	Davtyan,Ellin	5/2/2024	5/2/2024	Uber From SF Office to Airport - working with OGC Team		\$52.91			\$52.91
EXEC	Doherty,Erika	5/9/2024	5/10/2024	Parking at OAK airport for COPRAC Meeting 5/10/2024		\$46.00			\$46.00
EXEC	Doherty,Erika	5/9/2024	5/10/2024	Lunch- COPRAC Meeting 5/10/2024			\$19.00		\$19.00
EXEC	Doherty,Erika	5/9/2024	5/10/2024	Travel to OAK airport from home for COPRAC Meeting 5/10/2024		\$12.19			\$12.19
EXEC	Doherty,Erika	5/9/2024	5/10/2024	Travel from BUR airport to LA office for me and Angela Marlaud for COPRAC Meeting 5/10/2024		\$49.96			\$49.96
EXEC	Doherty,Erika	5/9/2024	5/10/2024	Dinner- COPRAC Meeting 5/10/2024			\$35.00		\$35.00
EXEC	Doherty,Erika	5/10/2024	5/10/2024	Breakfast during travel for COPRAC Meeting 5/10/2024			\$17.00		\$17.00
EXEC	Doherty,Erika	5/10/2024	5/10/2024	Hotel near LA office for COPRAC Meeting 5/10/2024	\$226.62				\$226.62
EXEC	Doherty,Erika	5/10/2024	5/10/2024	Travel from OAK to home for COPRAC meeting 5/10/2024		\$12.19			\$12.19
EXEC	Doherty,Erika	5/10/2024	5/10/2024	Travel from LA office to BUR airport for me and Angela Marlaud for COPRAC Meeting 5/10/2024		\$53.90			\$53.90
EXEC	Hom,Elizabeth	4/17/2024	4/20/2024	Lunch- LA OA&I Staff Meetings			\$38.00		\$38.00
EXEC	Hom,Elizabeth	4/17/2024	4/20/2024	Breakfast- LA OA&I Staff Meetings			\$34.00		\$34.00
EXEC	Hom,Elizabeth	4/17/2024	4/20/2024	Dinner- LA OA&I Staff Meetings			\$105.00		\$105.00
EXEC	Hom,Elizabeth	4/17/2024	4/20/2024	Incidentals- LA OA&I Staff Meetings				\$20.00	\$20.00
EXEC	Hom,Elizabeth	5/7/2024	5/11/2024	Incidentals- Equal Justice Conference May 2024				\$25.00	\$25.00
EXEC	Hom,Elizabeth	5/7/2024	5/11/2024	Lunch- Equal Justice Conference May 2024			\$38.00		\$38.00
EXEC	Hom,Elizabeth	5/7/2024	5/11/2024	Dinner- Equal Justice Conference May 2024			\$140.00		\$140.00
EXEC	Hom,Elizabeth	5/7/2024	5/11/2024	Breakfast- Equal Justice Conference May 2024			\$34.00		\$34.00
EXEC	Hom,Elizabeth	5/11/2024	5/11/2024	Lunch- Equal Justice Conference May 2024			\$19.00		\$19.00
EXEC	Jagard,Christopher	4/12/2024	4/30/2024	Flight from OAK to LAX, 4/26/24. In LA office 4/29/24–4/30/24 (Team and Staff Mtgs)		\$139.98			\$139.98
EXEC	Jagard,Christopher	4/12/2024	4/30/2024	Flight from BUR to OAK, 4/30/24, In LA office 4/29/24–4/30/24 (for Team and Staff Mtgs)		\$114.98			\$114.98
EXEC	Jagard,Christopher	4/29/2024	4/30/2024	Dinner- travel for LA office for team and staff meetings			\$35.00		\$35.00
EXEC	Jagard,Christopher	4/29/2024	4/30/2024	Laz Parking - Daily Parking (Oakland Airport). Dates: 4/29/24–4/30/24		\$52.00			\$52.00
EXEC	Jagard,Christopher	4/29/2024	4/30/2024	Incidentals- Travel to LA office for team and staff meetings				\$10.00	\$10.00
EXEC	Jagard,Christopher	4/30/2024	4/30/2024	Dinner- travel for LA office for team and staff meetings			\$35.00		\$35.00
EXEC	Jagard,Christopher	4/30/2024	4/30/2024	Lunch- Travel to LA office for team and staff meetings			\$19.00		\$19.00
EXEC	Jagard,Christopher	4/30/2024	4/30/2024	Uber from LA office to Burbank Airport 4/30/24		\$65.68			\$65.68
EXEC	Malaowala,Tara	6/26/2024	6/28/2024	Lunch during June LA office visit			\$57.00		\$57.00

EXEC	Malaowala,Tara	6/26/2024	6/28/2024	Dinner during June LA office visit	\$70.00	\$70.00
EXEC	Malaowala,Tara	6/26/2024	6/28/2024	Incidentals during June LA office visit	\$15.00	\$15.00
EXEC	Malaowala,Tara	6/27/2024	6/28/2024	Breakfast during June LA office visit	\$34.00	\$34.00
EXEC	Nunez,Amy	4/17/2024	4/20/2024	Breakfast- Staff Mettings and CBE in LA April 2024	\$68.00	\$68.00
EXEC	Nunez,Amy	4/17/2024	4/20/2024	Lunch-Staff Mettings and CBE in LA April 2024	\$76.00	\$76.00
EXEC	Nunez,Amy	4/17/2024	4/20/2024	Dinner- Staff Mettings and CBE in LA April 2024	\$140.00	\$140.00
EXEC	Nunez,Amy	4/17/2024	4/20/2024	Incidentals-Staff Mettings and CBE in LA April 2024	\$20.00	\$20.00
EXEC	Nunez,Amy	4/20/2024	4/20/2024	Mileage-Staff Mettings and CBE in LA April 2024	\$172.19	\$172.19
EXEC	Nunez,Amy	5/1/2024	5/1/2024	Mileage reimbursement for LA team to site visit in Oakland and San Francisco	\$28.81	\$28.81
EXEC	Nunez,Amy	5/1/2024	5/1/2024	Toll Oakland to San Francisco during LA Team site visit	\$7.00	\$7.00
EXEC	Wilson, Leah	1/16/2024	1/16/2024	Flight for January 2024 Board of Trustee Meeting	\$409.97	\$409.97
					Total	\$2,547

Combined Travel Expense total	
Executive and Board Travel	\$2,547
Executive Pcard	\$7,276
Direct Bill	\$1,349
Total Q2 2024	\$11,172

2024 Q2 Executive Pcard Travel Expense

Reporting Period 04/01/2024-06/30/2024

GRP	Card Holder Name	Trans Date	Post Date	Amount	Vendor	Description	Account	Debit/Credit
BOT	Alfredo Hernandez	4/30/24	4/9/24	-\$69.00	HYATT HOTELS	Melanie Shelby - March BOT Meeting Hotel Tax Reimbursement	56140	Credit
BOT	Alfredo Hernandez	4/30/24	4/9/24	-\$69.00	HYATT HOTELS	Ray Buenaventura - March BOT Meeting Hotel Tax Reimbursement	56140	Credit
BOT	Alfredo Hernandez	5/31/24	5/7/24	\$175.00	NINE3ONE COWORKING	May BOT Meeting Coworking Space - Patricia Barahona Day 1 5.31.24	56140	Debit
BOT	Alfredo Hernandez	5/31/24	5/7/24	\$125.00	NINE3ONE COWORKING	May BOT Meeting Coworking Space - Patricia Barahona Day 1 part 2 5.16.24	56140	Debit
BOT	Alfredo Hernandez	5/31/24	5/8/24	\$416.00	WWW.WEWORK.COM	May BOT Meeting Coworking Space - Genaro Trejo 5.16.24	56140	Debit
Exec	Amy Nunez	4/30/24	4/18/24	\$58.58	SQ *RIDEYELLOW	Transportation for LA office meetings	56110	Debit
Exec	Amy Nunez	4/30/24	4/22/24	\$925.90	IC LOS ANGELES DOWNTOWN	Hotel (\$687.09) & Parking (135.35) for LA office meetings; Personal food - will reimburse \$103.46. Reimbursement received and deposited July 2024.	56110	Debit
Exec	Amy Nunez	5/31/24	5/3/24	\$5.88	MTA METER PRT PBP	Parking- Site visits at Golden Gate University and Oakland convention Center for CA Bar Exam	56150	Debit
Exec	Amy Nunez	5/31/24	5/3/24	\$37.00	TSYS	Parking- Site visits at Golden Gate University and Oakland convention Center for CA Bar Exam	56150	Debit
Exec	Amy Nunez	6/28/24	6/26/24	\$1,047.65	INDIGO LA DOWNTOWN	Hotel stay for CBX MCQ Rev Panel Meeting; personal charge of \$42.05 check to be submitted to State Bar of California - Repayment check received.	56110	Debit
Exec	Christopher Jagard	5/31/24	5/2/24	\$192.00	INDIGO LA DOWNTOWN	Hotel for travel to LA for team and staff meetings 4/29/2024-4/30/2024	56110	Debit
Exec	Doan Nguyen	6/28/24	6/20/24	\$36.00	CONVENTION CENTER	Parking for Northern California Grantmakers Conference in Oakland		Debit
Exec	Elizabeth Hom	4/30/24	4/18/24	\$54.11	LYFT *RIDE WED 4AM	Travel from Home to SFO For LA OA&I Staff meetings	56110	Debit
Exec	Elizabeth Hom	4/30/24	4/18/24	\$65.68	LYFT *RIDE WED 7AM	Travel from LAX to LA Office for OA&I Staff meetings	56110	Debit
Exec	Elizabeth Hom	4/30/24	4/22/24	\$61.62	LYFT *RIDE SUN 2PM	Transportation from SFO to Home- JNE Meetings	56110	Debit
Exec	Elizabeth Hom	5/31/24	5/8/24	\$53.90	LYFT *RIDE TUE 4AM	rideshare from home to SFO for travel to Equal Justice Conference	56110	Debit
Exec	Elizabeth Hom	5/31/24	5/8/24	\$64.58	LYFT *RIDE TUE 4PM	rideshare from DTW airport to hotel for travel to Equal Justice Conference	56110	Debit
Exec	Elizabeth Hom	5/31/24	5/13/24	\$55.18	LYFT *RIDE SAT 11AM	Ride share from Equal Justice conference hotel to airport with A. O'Hara.	56110	Debit
Exec	Elizabeth Hom	5/31/24	5/13/24	\$64.59	LYFT *RIDE SAT 3PM	Rideshare airport to home for travel to Equal Justice Conference	56110	Debit
Exec	Elizabeth Hom	5/31/24	5/13/24	\$1,260.40	MARRIOTT DETROIT DTOWN	Hotel- Equal Justice Conference	56806	Debit
Exec	Elizabeth Hom	5/31/24	5/16/24	\$32.00	TSYS	Parking for Practising Law Institute Training Advisory Group meeting	56110	Debit
Exec	Elizabeth Hom	6/28/24	6/20/24	\$36.00	CONVENTION CENTER OAKLAND	Parking for Northern California Grantmakers Conference in Oakland	56110	Debit
Exec	Elizabeth Hom	6/28/24	6/28/24	\$55.48	LYFT RIDE THU 4AM	Travel home to SFO for Diversity Summit/COAF meeting in LA	56110	Debit
Exec	Elizabeth Hom	6/28/24	6/28/24	\$67.06	LYFT RIDE THU 7AM	Travel LAX to office for Diversity Summit/COAF meeting in LA	56110	Debit
Exec	Ellin Davtyan	5/31/24	5/6/24	-\$28.85	IC MARK HOPKINS	Mark Hopkins issues a room rebate of 28.85 working from SF Office with OGC team	56110	Credit
Exec	Ellin Davtyan	5/31/24	5/6/24	\$240.50	IC MARK HOPKINS	Hotel stay while working from San Francisco Office with OGC Team	56110	Debit
Exec	Ellin Davtyan	5/31/24	5/6/24	\$16.29	IC MARK HOPKINS	Personal food charge during hotel stay while working from San Francisco office - to be reimbursed to State Bar by Employee . Repayment check received.	52150	Debit
Exec	Leah Wilson	3/13/2024	3/29/2024	\$379.96	SOUTHWES	Flight for March BOT Meeting	56110	Debit
Exec	Leah Wilson	3/25/2024	3/29/2024	\$126.72	MARRIOTTJW L.A.LIVE FD	Lodging March BOT Meeting	56110	Debit
Exec	Leah Wilson	4/30/24	4/26/24	\$264.96	SOUTHWES	Flight- May BOT Meeting	56110	Debit

Exec	Leah Wilson	5/31/24	5/2/24	\$22.50	CITYOFSAC_PARKNGGARAGE	Parking fare for Sacramento travel regarding the fee bill hearing	56110	Debit
Exec	Louisa Ayrapetyan	3/20/2024	3/29/2024	\$778.29	MARRIOTTJW L.A.LIVE FD	Lodging for Leah Wilson, March BOT Meeting	56110	Debit
Exec	Michelle Cramton	6/5/2024	6/28/2024	\$138.32	MGM GRAND - ADV DEP	MGM Grand Hotel Stay for E-Courts Conference - deposit paid (remaining balance due at check-in)	56110	Debit
Exec	Michelle Cramton	6/13/2024	6/28/2024	\$83.62	SOUTHWES	Roundtrip flight from BUR to LAS for E-courts conference	56110	Debit
Exec	Tara Malaowala	4/30/24	4/24/24	\$240.95	SOUTHWES	Flight for LA Office visit	56110	Debit
Exec	Tara Malaowala	6/28/24	6/19/24	\$191.97	SOUTHWES	Flight from OAK to BUR for August CBE Meeting in LA	56110	Debit
Exec	Tara Malaowala	6/28/24	6/27/24	\$69.07	UBER TRIP	Uber To OAK airport for flight to LA for LA Office Visit	56110	Debit
				Total Debit	\$7,443			
				Total Credit	(\$167)			
				Total	\$7,276			

2024 Q2 Executive / Board of Trustee Direct-Bill Travel Expense

Reporting Period: 04/01/2024-6/30/2024

GRP	Passenger Name	Transaction	Issue Date	Depart Date	Vendor	Itinerary	Total Fare	Account	Description	Purpose
BOT	Davtyan/Ellin	41090	04/18/2024	04/30/2024	Alaska Airlines	BURSFOBUR	\$476.20	56110	EXEC Travel	Working from San Francisco office with OGC Team
EXEC	Ellis/Mia Rashaun	43459	04/20/2024	05/28/2024	Southwest Airlines	ONTOAKONT	\$164.88	56110	EXEC Travel	San Francisco division meeting
EXEC	Hom/Elizabeth A	44891	04/23/2024	05/07/2024	Delta Air Lines	SFOMSPDTWSF	\$707.71	56110	EXEC Travel	Equal Justice Conference
EXEC	Hom/Elizabeth A	75860	05/29/2024	06/27/2024	Southwest Airlines	SFO/LAX/BUR/C	\$247.52	56110	EXEC Travel	Diversity Summit/ COAF Meeting in LA
EXEC	Hounanian/Cody Alain	88932	06/17/2024	07/03/2024	Southwest Airlines	BUR/OAK	\$276.98	56110	EXEC Travel	Team Meetings in San Francisco; Postponed to 7/17-18/2024
EXEC	Huser/Mary	94515	06/24/2024	07/18/2024	United Airlines	SFO/LAX	\$276.72	56140	BOT Travel	July 2024 Board Meeting
EXEC	Jagard/Christopher Gary	28798	04/04/2024	04/29/2024	Southwest Airlines	OAKBUROAK	\$153.47	56110	EXEC Travel	Team and staff meetings in LA
EXEC	Nunez/Amy Carmen	28331	04/04/2024	04/17/2024	Southwest Airlines	SFOLAX	\$77.69	56110	EXEC Travel	LA Office Meetings
Total							\$1,349			