

Agenda BSC Finance Customer Forum Travel & Expense Credit Card Administration	Date: Tuesday, September 20, 2016 Time: 9:00am - 11:00am Location: Building 5 Room G8	
Items	Facilitator	
Welcome and Introductions	9am – 9:15am	Kristin Ellis
Travel & Expense Service Line <ul style="list-style-type: none"> • Amtrak Changes, Deb Sanderson (Amtrak, Northeast Corridor) • Hotel deposits and charges for conferences Questions and Answers / Open the Phones	9:15am – 10:15am	Kristin Ellis
Credit Card Administration Service Line <ul style="list-style-type: none"> • Customer Agencies can run their own aging reports Questions and Answers / Open the Phones	10:15am – 10:30am	Kimberly Gurga
Call for Agenda Items for Next Customer Forum The next Customer Forum is 10/18/16, agenda items are due 10/12/16		