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# REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date: 7/3/2019

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Fish and Game requests permission for 1 employees or their designees to travel to Dover, Delaware for 4 days of out-of-state travel status from Aug 18 to Aug 21

### Conference/Workshop/Seminar Title

**JUL 10 2019**

Annual Northeast Habitat Technical Committee (NEHTC) meeting

### Purpose of Travel

The Fish and Game Department requests a waiver from MOP Section 1102 (K), which requires travel outside a 300 mile radius by tourist class air passage and authorization for James Oehler to travel via vehicle to Dover, Delaware. Mr. Oehler proposes to carpool with other colleagues from CT, MA, and RI to save on travel costs. CT will be supplying the vehicle and fuel. See attached travel cost comparison between air travel and carpooling. The NEHTC works under the direction of the Northeast Wildlife Administrators Association and meets annually to coordinate on regional habitat issues. Mr. Oehler has been Department's representative on this committee for 15 years.


### Attendees and their Titles

- |   |           |
|---|-----------|
| <u>1. James Oehler, Habitat Biologist</u> | <u>5.</u> |
| <u>2.</u>                                 | <u>6.</u> |
| <u>3.</u>                                 | <u>7.</u> |
| <u>4.</u>                                 | <u>8.</u> |

### Fiscal Information - Summary

<u>Objt</u>	<u>Description</u>	<u>Amount</u>		<u>Amount</u>
0710	Common Carriers	\$	Appropriation of Out-of-State Travel	\$ 625.00
0711	Per Diem in Lieu	\$ 91.00	Amount Expended to date	\$ 00
0712	Meals	\$	Available Balance	\$ 625.00
0713	Hotel	\$ 304.56	Amount requested this authorization	\$ 485.56
0714	Mileage	\$	Estimated Balance Available	\$ 139.44
0715	Operation State Car	\$ 40.00		
0717	Miscellaneous	\$	Appropriation Code	<u>020</u> - <u>075</u> - <u>2155</u> - <u>080</u>
0719	Registration Fees	\$ 50.00	Source of Funds	<u>25% state / 75% federal</u>
		\$ 485.56		

Authorized Signature

  
Glenn Normandeau, Executive Director

**Cost Comparison Between Carpooling to Delaware vs Air Travel**  
 Travel to Northeast Habitat Technical Committee, Dover, Delaware  
 August 18-21, 2019

Expense	Carpooling		Air Travel	
	(Meet in Hartford, CT - ~150 miles) Start Travel on August 18		Start Travel on August 19	
Staff Time	19 hrs driving round trip @ \$35.36/hr	\$671.84	11 hrs round trip @ \$35.36/hr*	\$388.96
State Vehicle	\$20/day x 2 days	\$40.00	\$20/day x 2 days (travel to/from Manchester airport	\$40.00
Airport parking		\$0.00		\$30.00
Flight		\$0.00		\$621.60
Rental car		\$0.00		\$108.00
Hotel	3 nights	\$304.56	2 nights	\$203.04
Meals		\$91.00		\$53.00
Registration		\$50.00		\$50.00
<b>TOTAL COST</b>		<b>\$1,157.40</b>		<b>\$1,494.60</b>

\* Includes arriving at airport 1.5 hrs before flight, flying time, and driving to/from airport from meeting location.

Carpooling also provides the opportunity to further build relationships with colleagues from other states and learn from each other.



STATE OF DELAWARE  
 DEPARTMENT OF NATURAL RESOURCES  
 & ENVIRONMENTAL CONTROL  
 DIVISION OF FISH & WILDLIFE  
 89 Kings Highway  
 Dover, Delaware 19901

WILDLIFE SECTION

Phone: (302) 739-9912  
 Fax: (302) 739-6157

**Registration Form**

2019 Northeast Habitat Technical Committee Annual Meeting  
 August 19 – 21, 2019

Please complete and mail form to:

Craig Rhoads  
 Delaware Division of Fish & Wildlife  
 89 Kings Hwy  
 Dover, DE 19901

Checks payable to: Delaware Division of Fish & Wildlife with "NEHTC Meeting" in the memo

Name: <i>Jim Dehler</i>	Title: <i>State Lands Habitat Biologist</i>
Organization: <i>NA Fish &amp; Game</i>	
Mailing Address: <i>17 Hazen Dr</i>	
City: <i>Concord</i>	State and Zip Code: <i>NH 03049</i>
Day Telephone: <i>603 277 0453</i>	Cell: <i>603 440 9278</i>
Email Address: <i>James.dehler@wildlife.nh.gov</i>	

Meeting Location: Little Creek Hunter Education Center, 3018 Bayside Drive, Dover, DE 19901  
 See full agenda for details on other meeting and field visit locations

Please check all that apply:

Full registration (includes- Monday: snacks and picnic dinner, Tuesday: snacks and lunch) \$50.00

OR Partial registration

Monday (includes snacks and picnic) \$25.00

Tuesday (includes snacks and lunch) \$20.00

Wednesday (includes snacks) \$15.00

Partial registration fee if not attending all three days: \_\_\_\_\_

Please indicate dietary considerations: *NA*

Accommodations: A block of 12 rooms has been reserved under the name **Habitat Tech Committee at: Home2 Suites by Hilton, 222 S. DuPont Highway, Dover, DE 19901, Phone: (302) 674-3300.** The hotel is 5.2 miles (10 minutes) from meeting location.

Rooms must be booked prior to July 18<sup>th</sup> to get the blocked government rate of \$94. Rooms are blocked for check-in Monday 19<sup>th</sup> through check-out Wednesday 21<sup>st</sup> so if you want to check in early or stay late please let them know when you make your reservation.

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 through Science and Service***

Find us on Facebook <http://www.facebook.com/DelawareFishWildlife>

**Agenda**  
2019 Northeast Habitat Technical Committee Meeting  
August 19-21, 2019

**Meeting Location:** Little Creek Hunter Education Center, 3018 Bayside Drive, Dover, DE 19901

**Accommodations:** Home2 Suites by Hilton, 222 S. DuPont Highway, Dover, DE 19901

**Monday, August 19**

- 10:00 – 11:00 Arrival at 3018 Bayside Drive, Dover, DE and Registration
- 11:00 – 11:15 DE Fish & Wildlife welcome (David Saveikis, DE F&W Director), Little Creek Center orientation, and introductions.
- 11:15 – 12:00 Review of Charges – Marianne Piche, Massachusetts Division of Fish & Wildlife, Northeast Habitat Technical Committee Chairperson
- 12:00 – 12:30 Lunch; TBD (feel free to eat during the next presentation)
- 12:30 – 1:30 **Charge #6 Work Collaboratively with the Upland Gamebird Technical Committee to Promote Early Successional Habitat** Upland Gamebird Technical Committee update (Justyn Foth, DE Waterfowl & Upland Gamebird Biologist)
- 1:30 – 2:15 Travel to Augustine Wildlife Area (snacks for the road provided)
- 2:15 – 3:30 Site visit; Habitat management and wildlife viewing at Augustine Wildlife Area (DE F&W Regional Manager Eric Ludwig and DE Bayshore Coordinator Anthony Gonzon)
- 3:30- 4:00 Travel to Cedar Swamp Wildlife Area
- 4:00 – 5:30 Site visit; Bobwhite quail focus area at Cedar Swamp Wildlife Area
- 5:30 – 7:00 Dinner (provided details TBD)
- 7:00 - 7:30 Travel back to Little Creek Hunter Education Center
- 7:30 – 7:40 Travel to accommodations

**Tuesday August 20**

- 8:00 – 10:00 **Charge #4 – Communicate and Coordinate Habitat Management Activities and Information** (Report from each state representative, 10 minutes each, with written and electronic summaries provided to the Chairperson for the annual Administrator's Report)
- 10:00 – 10:15 Break
- 10:15 – 10:45 Al Rizzo, USFWS Coastal Delaware Complex Refuge Manager, Prime Hook NWR Coastal Impoundment Restoration Project (TENTATIVE)
- 10:45 – 12:00 **Charge #2 - Farm Bill Re-authorization and Implementation**

- 12:00 – 12:30 Lunch provided
- 12:30 – 1:00 **Charge #5 Work Collaboratively with the Fish and Wildlife Diversity Technical Committee**  
Diversity Technical Committee update (Joe Rogerson, DE Environmental Program Manager for Species Research & Management)
- 1:00 – 1:05 Travel to Little Creek Wildlife Area Impoundment and Wildlife Viewing Tower.
- 1:05 – 2:00 Tour coastal impoundment (Jamie Joachimowski, DE F&W Impoundment/Habitat Biologist)
- 2:00 – 2:30 Travel to Ted Harvey Conservation Area.
- 2:30 – 3:30 Tour of coastal impoundment restoration project.
- 3:30 - 4:00 Travel to Prime Hook National Wildlife Refuge
- 4:00 – 5:00 Tour of Prime Hook NWR and Coastal Impoundment Restoration Project (Bart Wilson, USFWS Habitat Restoration Project Manager)
- 5:30 – 6:00 Travel to dinner TBD (on your own).
- 6:00 – 7:30 Dinner
- 7:30 – 8:00 Travel back to Little Creek Hunter Education Center and on to accommodations

**Wednesday August 21**

- 8:00 – 10:00 **Charge #1 –Young Forest Habitat Communication Strategy**
- 10:00 – 10:15 Break
- 10:15 – 11:15 **Charge #3 – Prescribed Fire in the Northeast Summary and Strategy**
- 11:15 – 11:45 **Charge #7 – Disturbance Dependent Pre-Young Forest Communication Strategy**
- 11:45 – 12:15 Other business
- 12:15 Adjourn and departure (leftover snacks provided, lunch on your own)