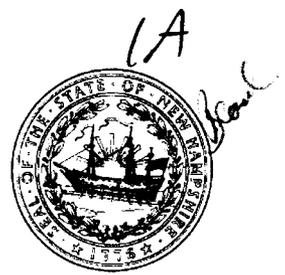




The State of New Hampshire
Department of Environmental Services

Thomas S. Burack, Commissioner

*Celebrating 25 Years of Protecting
New Hampshire's Environment*



December 2, 2015

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize an approval for an exception to MOP 1102(L) to allow one (1) employee of the Department of Environmental Services (Shane Csiki, Flood Hazards Program Administrator), to travel over 300 miles one-way in a state owned vehicle, rather than by air travel, in the amount of \$720.00 to attend the North Atlantic and Midwest Aquatic Habitat Connectivity and Infrastructure Resilience Workshop from January 6, 2016 to January 8, 2016, in Philadelphia, Pennsylvania. 100% Other (Interagency Federal Pass-Thru) Funds.

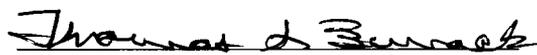
Funds are available in the account as follows:

	<u>FY 2016</u>
03-44-44-440010-1551-080	\$720.00
Dept. Environmental Services, Geologic Hazards Evaluation, Out of State Travel	

EXPLANATION

This request for travel to Philadelphia, Pennsylvania is an opportunity to attend the North Atlantic and Midwest Aquatic Habitat Connectivity and Infrastructure Resilience Workshop. This invitation-only workshop provides a forum for officials and experts from across the Northeastern and Midwestern United States to meet and collaborate on decision tools and approaches to aid the identification and prioritization of locations for stream crossing infrastructure removal, replacement, or modification. With New Hampshire's current stream crossing assessment and prioritization initiatives, our state is at the forefront of these efforts. Dr. Csiki will be discussing New Hampshire's efforts with partners across multiple states, and learning about other states' goals in this arena for integration into our statewide initiative. The cost of travel by state-owned vehicle will be less than travel by airline as shown in the attached cost comparison. Airline tickets for this individual would have increased the cost of this request by \$129.

We respectfully request your approval.


Thomas S. Burack, Commissioner

REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date: December 2, 2015

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Environmental Services requests permission for 1 Employee or their designee to travel to Philadelphia, Pennsylvania for 3 days of out-of-state travel status from January 6, 2016 to January 8, 2016

Requested Action

Authorize an exception from MOP 1102(L) for the use of a state vehicle for one employee to travel beyond a 300 mile radius from the Department of Environmental Services (DES) headquarters in Concord, New Hampshire to Philadelphia, Pennsylvania and back.

Conference/Workshop/Seminar Title

North Atlantic and Midwest Aquatic Habitat Connectivity and Infrastructure Resilience Workshop

Purpose of Travel

This meeting is being hosted by the Upper Midwest and Great Lakes, and North Atlantic Landscape Conservation Cooperatives, which are working to spearhead stream crossing assessment and replacement efforts in the Northeastern and Midwestern United States. These cooperatives are federal/state/university community partnerships. Though New Hampshire is several years ahead of other states in the assessment of stream crossing infrastructure to identify those that are at the greatest risks for failure and fish passage barriers, and thus, replacement, sister states are beginning to recognize the need for such initiatives. This conference will provide the opportunity for national experts to discuss best methods and practices to prioritize and optimize sites for replacement with limited funds, using collected data. Shane Csiki was asked to attend this invitation-only conference to provide New Hampshire's perspective on stream crossing replacement prioritization efforts, and to lend his geomorphological expertise to regional initiatives that seek to examine river geomorphology issues more closely. New Hampshire has developed considerable experience in the incorporation of river processes in management in recent years, a factor other states are now only starting to consider.

Intended Audience:

This meeting is by invitation only, with officials and experts from federal and state government, and academia.

Meeting Topics:

- Discuss and compare stream crossing infrastructure prioritization support tools across jurisdictions
- Discuss approaches to assess crossing vulnerability to river processes, hydraulics, fish passage, and attendant disruptions to transportation systems, with impacts to emergency management
- Discuss future avenues of collaboration across states to improve infrastructure capacity during floods

The attendee below includes the Flood Hazards Program Administrator in the DES New Hampshire Geological Survey. He is charged with provision of technical expertise to state and local governments in New Hampshire to address flood risks, has key responsibilities for the conductance of statewide bridge and culvert vulnerability assessments and analysis, and administers the statewide interagency flood risk management team. His participation in this conference will provide the opportunity to present New Hampshire's experiences to national experts as well as transfer of experiences in other states for the technical benefit of New Hampshire's large-scale river and infrastructure management efforts.

The attendee listed below requests an exception from MOP 1102(L) for the use of a state vehicle for one employee to travel beyond a 300 mile radius from the Department of Environmental Services (DES) headquarters; the one way

travel distance from Concord, New Hampshire to Philadelphia, Pennsylvania is approximately 359 miles. Travel would occur on Wednesday and Friday to attend the workshop meetings on Wednesday, Thursday and Friday.

Attendees and their Titles

1. Shane Csiki, Flood Hazards Program Administrator

Fiscal Information – Summary for SFY 16

Objt	Description	Amount	Amount
0710	Common Carriers	\$ 0.00	Appropriation of Out of State Travel \$ 2,658.90
0711	Per Diem in Lieu	\$ 0.00	Amount Expended to date \$ 0.00
0712	Meals	\$ 192.00	Available Balance \$ 2,658.90
0713	Hotel	\$ 288.00	Amount requested this authorization \$ 710.00
0714	Mileage	\$ 00.00	Estimate Balance Available \$ 1,948.90
0715	Oper State Car	\$ 230.00	
0717	Miscellaneous	\$ 0.00	Appropriation Code <u>03-44-44-440010-15510000-080</u>
0719	Registration Fees	\$ 0.00	Source of funds 100% Other Funds
Total		\$ 710.00	

Description (1 attendee)

Total cost of air travel:

	<u>Cost</u>	<u>Time</u>
Roundtrip to Manchester Airport in state vehicle	\$ 16.00	1 hour, 0 minutes
Parking at Manchester Airport, 3 days	\$ 30.00	
Arrival at Airport prior to departure (both ways)		4 hours, 0 minutes
Air travel cost and time, roundtrip	\$ 428.20	1 hours, 30 minutes
Travel from Philadelphia Airport to hotel and return (taxi)	\$ 40.00	1 hour, 0 minutes
Car Rental	\$ 0.00	
Tolls & Fuel	\$ 0.00	
Hotel	\$ 288.00	
Meals	\$ 192.00	
Registration fee	\$ 0.00	
Subtotal	\$ 994.20	7 hours, 30 minutes
Hourly Rate		<u>X 1 (attendee) X \$34.39</u>
	\$ 257.93	\$257.93
Total	\$ 1,252.13	

Total cost of travel by state owned vehicle:

	<u>Cost</u>	<u>Time</u>
Roundtrip from Concord, NH to Philadelphia, PA	\$ 0.00	12 hours, 0 minutes
Tolls & Fuel	\$ 230.00	
Hotel	\$ 288.00	
Meals	\$ 192.00	
Registration fee	\$ 0.00	
Subtotal	\$ 710.00	12 hours, 0 minutes
Hourly Rate		<u>X 1 (attendee) X \$ 34.39</u>
	\$ 412.68	\$412.68
Total	\$1,122.68	

Cost savings to the State by traveling by state owned vehicle \$129.45

Authorized Signature Thomas S. Burack
Thomas S. Burack, Commissioner

North Atlantic and Midwest Aquatic Habitat Connectivity and Infrastructure Resilience:

Workshop on Prioritization Approaches

John Heinz National Wildlife Refuge at Tinicum

Wednesday, January 6 to Friday, January 8, 2016

AGENDA

Meeting Purpose/Objectives

1. Summarize and compare available aquatic barrier prioritization/optimization decision support tools and frameworks.
 - a. Document the intended uses for and limitations of various approaches.
 - i. Detail key assumptions for each approach
 - b. Identify circumstances/use cases which might drive users towards a given approach.
 - c. Develop a manuscript outline and approach on available aquatic barrier prioritization/optimization approaches.
2. Summarize and compare available approaches to assess geomorphic and hydraulic vulnerability, potential disruption to transportation systems and emergency services, and infrastructure optimization modeling.
3. Identify mutually beneficial activities that can improve infrastructure resilience and aquatic habitat conservation.

Day 1

1:00 Welcome, introductions and agenda review—Brad Potter/Dave Case

1:30 Comparing infrastructure assessment and prioritization approaches

Session outcome: Participants more informed about available approaches

A series of presentations followed by Q&A/discussion regarding:

- Geomorphic and hydraulic vulnerability
- Potential disruption to transportation systems and emergency services
- Optimization modeling with regard to infrastructure
- Others?

Advance work: Engage with infrastructure resilience partners and identify approaches and refine the agenda/workshop in this area.

2:30 Break

3:00 Continue 1:00 p.m. session

4:40 Recap and review agenda for Day 2—Dave Case

5:00 Adjourn

Group Dinner TBD

Day 2

8:00 Feedback from Day 1, agenda review—Dave Case

8:15 Aquatic barrier prioritization/optimization decision support tools and frameworks

Session outcome: Participants more informed about available aquatic barrier decision support tools and their potential use.

At the workshop, presentations on each of the 4 current Decision Support Tool (DST) tools will be made by invited presenters. Each presenter will address the intended use, key assumptions, and associated limitations for the tool. Brief, full group Q&A will follow each presentation for that DST.

Advance work: In advance of the workshop, presenters will fill out a matrix to summarize key elements for each tool:

- Intended use/purpose and what the tool should not be used for
- Key assumptions
- User groups best served by tool
- Limitations
- Data requirements/type of information needed
- Variables and resolution

This summary matrix along with links to each of the tools will be made available to workshop participants in advance.

Presentation 1

Presentation 2

9:30 Break

9:45 Presentation 3

Presentation 4

11:00 Group discussion regarding approaches... Give participants additional time to share their views on the tools.

Noon Lunch on site

1:00 Identify and discuss scenarios/use cases applicable for each DST

Session outcome: Discussion leading to participant consensus on specific recommendations

Advance work: Presenters develop a suite of scenarios for specific use cases

3:00 Break

3:20 Aquatic barrier DST manuscript development

Session Outcome: Consensus on an outline and approach for drafting a manuscript for publication.

A draft outline will be reviewed with the entire group and adjusted through consensus. It may be necessary to assign a subgroup of participants to develop further details during or after the workshop. Those details will include specific assignments, potential publications, assignments and schedule. Also, we will need to determine how to share the resulting information while the manuscript is in development.

Advance work: A draft outline will be drafted in advance of the workshop, but not distributed for participant review. The outline also may be adjusted in the evening following Day 1 discussion. The outline will:

- Clearly define “lead authors, co-authors and contributors”
- List the sections and content of each
- Provide preliminary ideas schedule and potential publications

4:40 Recap and review agenda for Day 3—Dave

5:00 Adjourn

Dinner on your own

Day 3

8:00 Feedback from Day 2, agenda adjustments—Dave Case

8:15 Improving infrastructure resilience and aquatic habitat conservation

Session outcome: Identification (and prioritization?) of activities that provide mutual benefits to infrastructure resilience and aquatic habitat conservation.

Start with roundtable discussions. Each participant will come prepared with ideas to explore regarding mutually beneficial activities. A list of activities will be synthesized from the discussion. As appropriate the list will be fine-tuned by the group and prioritized (?).

Potential categories for roundtable discussions include:

- Infrastructure assessments and protocols
- Databases
- Prioritization approaches
- Leveraging resources
- Infrastructure design that serves both purposes

Advance work: Participants must come prepared with ideas regarding mutually beneficial activities.

10:00 Break

10:20 Continue 8:20 session

11:00 Participant feedback

Survey and discussion to:

- Assess workshop content and process effectiveness
- Usefulness of workshop to infrastructure participants
- How best to report-out/communicate workshop results

11:30 Next steps

Review and finalize details on next steps to advance important opportunities for collaboration and manuscript generation

11:45 Wrap-up—Brad Potter

Noon Adjourn