



New Hampshire Fish and Game Department

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Glenn Normandeau
Executive Director

September 6, 2019

His Excellency, Governor Christopher T. Sununu
And the Honorable Executive Council
State House
Concord, NH 03301

REQUESTED ACTION

Pursuant to MOP 1102 (L), authorize the New Hampshire Fish & Game Department's, Nongame and Endangered Wildlife Program, to allow Melissa Doperalski and Joshua Megyesy, Wildlife Biologists, to travel over 300 miles round trip in a non-state vehicle to Berkeley Springs, West Virginia to attend the Spotted, Blanding's, and Wood Turtle Conservation Symposium from November 3 to November 6, 2019 upon Governor and Executive Council approval. 50% Federal Funds 50% Other Funds (Nongame).

EXPLANATION

New Hampshire Fish and Game is requesting permission for Melissa Doperalski and Joshua Megyesy, Wildlife Biologists with the Nongame and Endangered Wildlife Program, to travel to Berkeley Springs, West Virginia via carpool to attend the Spotted, Blanding's, and Wood Turtle Conservation Symposium. Ms. Doperalski and Mr. Megyesy serve as members on regional working groups and steering committees funded through Competitive State Wildlife Grants (CSWG), Regional Conservation Needs Grants (RCN), and other federal grants that have made this symposium possible. They will be presenting at the symposium on the status of state and federal collaboration to conserve rare turtles in New Hampshire.

We are requesting that Melissa Doperalski and Joshua Megyesy be allowed to carpool with our Maine Inland Fisheries and Wildlife State partner instead of flying, 549 miles each way. The total cost for flying would be \$3,409.40 versus \$2,169.40 for driving, resulting in a savings of \$1,240.00. Please see attached Form A-24, cost comparison spreadsheet, and symposium agenda.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "GN", written over a horizontal line.

Glenn Normandeau, Executive Director

REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVELDate: 9/3/2019

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Fish and Game requests permission for 2 employees or their designees to travel to Berkeley Spring, West Virginia for 4 days of out-of-state travel status from November 3, 2019 to November 6, 2019.

Conference/Workshop/Seminar TitleSpotted, Blanding's & Wood Turtle Conservation Symposium**Purpose of Travel**

The Fish and Game Department (F&G) requests a waiver from MOP Section 1102 (L), which requires travel outside a 300 mile radius by tourist class air passage and authorization for Melissa Doperalski and Josh Megyesy, Wildlife Biologists, to travel via car from F&G Headquarters in Concord, NH to Berkeley Springs, WV in the amount of \$2,169.40 (including staff hour time). West Virginia is hosting the 2019 Spotted, Blanding's, and Wood Turtle Symposium. F&G has worked under Competitive State Wildlife Grant (CSWG) awards for all 3 species, is currently leading a Blanding's turtles CSWG and is participating in a spotted turtle CSWG as well as working on a grant project with the Natural Resources Conservation Service on a Northeast Turtles Project initiative. Mr. Megyesy has been scheduled to present at the conference. Ms. Doperalski and Mr. Megyesy are proposing to carpool with other colleagues from ME, NJ and VT to save on travel costs. Maine will be supplying the vehicle and fuel. See attached travel cost comparison between air travel and carpooling.


Attendees and their Titles

1. Melissa Doperalski, Wildlife Biologist III, Nongame
2. Josh Megyesy, Biologist I, Nongame

Fiscal Information - Summary

<u>Obit</u>	<u>Description</u>	<u>Amount</u>		<u>Amount</u>
0710	Common Carriers	\$ _____	Appropriation of Out-of-State Travel	\$ <u>2,500</u>
0711	Per Diem in Lieu	\$ _____	Amount Expended to date	\$ <u>429</u>
0712	Meals	\$ <u>184.00</u>	Available Balance	\$ <u>2,071</u>
0713	Hotel	\$ <u>594.00</u>	Amount requested this authorization	\$ <u>988</u>
0714	Mileage	\$ _____	Estimated Balance Available	\$ <u>1,083</u>
0715	Operation State Car	\$ _____		
0717	Miscellaneous	\$ _____	Appropriation Code	<u>020</u> - <u>07500</u> - <u>2125</u> - <u>080</u>
0719	Registration Fees	\$ <u>210.00</u>	Source of Funds	
		\$ <u>988.00</u>		

Authorized Signature


 Glenn Normandeau, Executive Director

November 3, 2019 - November 6, 2019

Expense	Carpooling (Meet at Concord, NH - ~549 miles) Start travel on November 3, 2019 End travel on November 6, 2019	Air Travel Start travel on November 3, 2019 End travel on November 6, 2019
Staff Time (1)	22 hrs driving round trip (11 hrs one-way) @ \$29.72/hr and @ \$23.98/hr (44 hours total there and back for both staff)	22 hrs drive travel to and from airport and flight/airport time @ \$29.72/hr and @ \$23.98/hr (44 hours total for both staff)
State Vehicle	\$0.00	\$0.00
Airport Parking (2)	\$0.00	\$40.00
Flight (3)	\$0.00	\$900.00
Rental Car (4)	\$0.00	\$300.00
Hotel (5)	3 nights \$594.00	3 nights \$594.00
Meals (6)	\$184.00	\$184.00
Registration (7)	\$210.00	\$210.00
TOTAL COST	\$2,169.40	\$3,409.40

carpool staff hours cost 653.84 527.56 1181.4

air travel staff hours cost 653.84 527.56 1181.4

8 hours travel to airport and arriving in advance (manchester - hours each)
4 hours travel to and from WV airport to resort (1 hr 1 way / person)
32 hours air travel with layovers (8 per person per trip = 16 per way for both people)
44 hours total

(1) For Air Travel estimate = Includes arriving at airport 1.5 hrs before flight, flying time, and driving to/from airport from meeting location.

(2) Estimated at \$10/day for 4 days based on current rates.

(3) Flight cost estimated from Expedia as of the date of request at \$450.00 per person round trip.

(4) Rental Car estimated to be \$250.00 plus gas and toll cost estimated at \$50.00.

(5) Hotel costs are discounted rates for the symposium at \$99/night per person for 3 nights.

(6) Meals = Day 1(travel) = Lunch/Dinner (\$27.75); Day 2 (conference) = \$0; Day 3 (conference) = dinner (\$23);

Last day = \$41.25. Some meals are included with the cost of the registration.

(7) Registration is a set cost of \$105/person.

Spotted, Blanding's, and Wood Turtle Conservation Symposium Agenda

Turtle Conservation Symposium Meeting Schedule – November 3-6, 2019

November 3

Travel day

- 2-5pm field trip
- 6-9 pm pizza social

November 4

- 7-9am breakfast and introductions (provided with registration)
- 9-9:35am Session 1: regional updates.
- 9:35-11:05am Session 2: status assessments
- BREAK
- 11:05-12:20pm Session 3: Illegal collection/law enforcement
- LUNCH (provided with registration)
- 1:25-2:35pm Session 4: Monitoring/Pop studies
- BREAK
- 2:55-4:15pm Session 5: Management/breakout session
- 4:15-6pm Poster session/Keynote speaker
- DINNER (provided with registration)

November 5

- BREAKFAST (provided with registration)
- 8:05-8:55am Session 6: Behavior and ecology
- BREAK
- 9:15-11:15am Session 7: Headstarting/breakout session
- LUNCH (provided with registration)
- 12:30-1:15pm Session 8 Genetics
- BREAK
- 1:30-3:00pm Session 9: Landscape Studies/Breakout session
- END at 3:20pm

November 6

- AM USFWS breakout session/COMP-SWG meetings: TBD
- Travel day*