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February 15, 2018

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

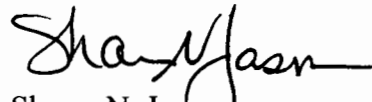
Pursuant to MOP 1102(L) General Reimbursement Policy, authorize the Department of Agriculture, Markets & Food, Division of Plant Industry, to allow four employees to travel beyond a 300-mile radius in a state vehicle to Mystic, Connecticut to attend the Eastern Plant Board meeting and concurrent sessions for the Cooperative Agriculture Pests Survey (CAPS) coordinators and the Horticultural Inspectors from April 9, 2018 to April 12, 2018. 35% Federal Funds and 65% Dedicated Funds.

EXPLANATION

The Eastern Plant Board meeting is an annual meeting of the plant protection regulatory officials for the 12 member states to discuss, coordinate, and address regional plant pest concerns. Other attendees include state and federal plant protection personnel, including the U.S. Department of Agriculture (USDA) Animal Plant Health Inspection Service Plant Protection and Quarantine (APHIS PPQ), the USDA Forest Service, and the Department of Homeland Security Customs and Border Protection. This broad representation allows for exchange of information and collaboration on continuing and emerging forest and agricultural plant pest issues in the region. This year's agenda will include information on emerging pest threats, pollinator protection plans, and training on the use of the USDA's new GRANTOR grant management system.

We request authorization for State Entomologist Piera Siegert, State CAPS Survey Coordinator Chris Rallis, and Entomologists Doug Cygan and Morgan Dube to drive together in a department car instead of flying. The attached Form A-24 and expense work sheet shows the significant time and cost savings of driving instead of flying.

Respectfully submitted,


Shawn N. Jasper
Commissioner

NEW HAMPSHIRE DEPARTMENT OF AGRICULTURE, MARKETS & FOOD
 PO Box 2042
 Concord, NH 03302-2042

TRAVEL APPROVAL FORM

TO Shawn Jasper, Commissioner

FROM Piera Siegert
 Plant Industry Director

DATE February 14, 2018

EXPLANATION Permission is requested for **Piera Siegert, Doug Cygan, Chris Rallis and Morgan Dube** to attend the Eastern Plant Board meeting in Mystic, CT. This annual meeting of the Eastern Plant Board, the CAPS meeting, and the HIS meeting provides important information on new developments in plant protection, pollinator protection, systems approaches to certifying exports and emerging insect and disease threats to agriculture and environmental resources in the northeast. As travel is approximately 337 miles round trip and there are four of us traveling; it will be more cost effective to travel by state car instead of airline. Please see attached cost comparison. Travel will be using state car Agr 11 with all gas purchased in NH.

DATE OF TRIP April 9 – April 12, 2018

ACCOUNTING CODES See breakdown in chart

APPROXIMATE COST

	Registration	Hotel*	Meals & Incidentals**	Total	Funding Source
<i>Doug Cygan</i>	\$350	-	\$112	\$462	260500-080
<i>Morgan Dube</i>	\$350	-	\$112	\$462	260500-080
<i>Chris Rallis</i>	\$350	\$572	\$142***	\$1,064	214300-080
<i>Piera Siegert</i>	\$350	\$572	\$112	\$1,034	260500-080
Totals	\$1,400	\$1,144	\$478	\$3,022	

* Hotel is \$179/night for three nights at 6.35% tax. Chris & Doug will share a room. Piera & Morgan will share a room.

** Some meals are included in the registration: breakfast, 4/10-4/12, lunch, 4/10 – 4/11, and dinner 4/11

***Includes estimated cost of tolls. No fuel expense added as will fill up at NHDOT pumps.

APPROVED BY Shawn Jasper 2/15/18
 Commissioner Date

Attached: EPB Draft Agenda, Comparison cost sheet

**New Hampshire Department of Agriculture, Markets and Food
Office of Commissioner**

Division making request: Plant Industry
 Director: Piera Siegert
 Date of Submission: February 15, 2018
 Attendees: Piera Siegert, Chris Rallis, Doug Cygan, Morgan Dube
 Conference/Workshop/Seminar Title: Eastern Plant Board meeting/conference
 Location: Mystic, CT
 Dates: April 9 - 12, 2018

**JUSTIFICATION FOR USE OF STATE OWNED VEHICLE
Out-of-State Travel**

Cost Analysis

State Vehicle	vs.	Common Carrier	
Round Trip Mileage	~ 337 miles	Airfare (\$654) x4	\$ 2,616.00
State Car *	11 glns @ \$2.409/gln	Baggage Fee (\$25.00) x8	\$ 200.00
Tolls	\$ 30.00	Rental car/Shuttle from airport to Mystic at (\$42 x 4):	\$ 168.00
Total	\$ 56.40	Parking at airport (\$10/day x 4)	\$ 160.00
		Total	\$ 3,144.00

Travel Time: 2.5 hrs each way
 State Car Common Carrier 9 hours

*based on 2016 Ford Fusion, 31 mpg city, full car with luggage

The Common Carrier includes round trip airfare (\$654), baggage fee (\$25.00).
 Airfare costs are high because there is no local airport to Mystic and flights are limited to Hartford and airlines flying in are limited.

Hotel	\$ 572.00	2 rooms	Common Carrier	\$ 3,144.00
Meals for entire tri	\$ 100	each/total	State Vehicle	\$ 56.40
Incidentals (tips)	\$ 3	ea/day/4 days	Total Cost Savings:	\$ 3,087.60
Registrations	\$ 350.00	each/total		
			ST	\$ 2,992.00

Total Cost of Trip:	
State Vehicle	\$ 3,048.40
Common Carrier	\$ 6,136.00
Total Projected Savings	\$ (3,087.60)



State of New Hampshire

REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date: Feb. 15, 2018

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Agriculture, Markets & Food requests permission for 1 employees or their designees to travel to Mystic, Connecticut for 4 days of out-of-state travel status from April 9, 2018 to April 12, 2018

Conference/Workshop/Seminar Title

Eastern Plant Board Meeting/Conference

Purpose of Travel

To attend the 2018 Eastern Plant Board (EPB) annual meeting/conference to discuss, coordinate and address regional plant pest concerns.

See attached forms for Department approvals and travel descriptions. This G & C request is submitted to request approval to drive a state vehicle more than 300 miles to the Conference. The total distance is 337 miles with estimated round trip fuel & tolls cost of \$56.40 and drive time 2.5 hours. The alternative cost to fly is \$704/person for airfare, shuttle/rental car \$168.00, airport parking \$40 with a total estimated airfare cost of \$912.00 and travel time 9 hours. Total saving of time and money to drive versus fly is 4.5 hours and \$855.60. Federal funds will cover the cost of fuel & tolls. Total of 4 employees attending this conference.

*Some meals included. **Estimated tolls \$30 & fuel \$26.40.

Attendees and their Titles

- | | |
|---|-----------|
| <u>1. Chris Rallis, Entomologist II</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 for Out-of-State Travel	\$ 7,625.00
0711	Per Diem in Lieu	\$	Amount Expended to date	\$ 0.00
0712	Meals	\$ 112.00	Available Balance	\$ 7,625.00
0713	Hotel	\$ 572.00	Amount requested this authorization	\$ 1,090.40
0714	Mileage	\$	Estimated Balance Available	\$ 6,534.60
0715	Operation State Car	\$ 56.40**		

0717 Miscellaneous \$ Appropriation Code 010 - 018 - 2143 - 000

0719 Registration Fees \$ 350.00* Source of Funds USDA Federal CAPS Grant

\$
Authorized Signature Shan J. Jasm



State of New Hampshire

REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date: Feb. 15, 2018

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Agriculture, Markets & Food requests permission for 3 employees or their designees to travel to Mystic, Connecticut for 4 days of out-of-state travel status from April 9, 2018 to April 12, 2018

Conference/Workshop/Seminar Title

Eastern Plant Board Meeting/Conference

Purpose of Travel

To attend the 2018 Eastern Plant Board (EPB) annual meeting/conference to discuss, coordinate and address regional plant pest concerns.

See attached forms for Department approvals and travel descriptions. This G & C request is submitted to request approval to drive a state vehicle more than 300 miles to the Conference. The total distance is 337 miles with estimated round trip fuel & tolls cost of \$56.40 and drive time 2.5 hours. The alternative cost to fly is \$704/person for airfare (total \$2,112), shuttle/rental car \$168.00, airport parking \$120 with a total estimated airfare cost of \$2,400.00 and travel time 9 hours. Total saving of time and money to drive versus fly is 6.5 hours/person and \$2,343.60. Federal funds will cover the cost of fuel & tolls of \$56.40. Total of 4 employees attending this conference.

*Some meals included. **Estimated tolls & fuel to be paid for by CAPS federal grant 2143.

Attendees and their Titles

- | | |
|---|-----------|
| <u>1. Piera Siegert, State Entomologist</u> | <u>5.</u> |
| <u>2. Morgan Dube, Entomologist I</u> | <u>6.</u> |
| <u>3. Doug Cygan, Entomologist II</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 for Out-of-State Travel	\$ 18,500.00
0711	Per Diem in Lieu	\$	Amount Expended to date	\$ 13,766.26
0712	Meals	\$ 336.00	Available Balance	\$ 4,733.74
0713	Hotel	\$ 572.00	Amount requested this authorization	\$ 1,958.00
0714	Mileage	\$	Estimated Balance Available	\$ 2,775.74

0715	Operation State Car	\$	<u> </u>	**								
0717	Miscellaneous	\$			Appropriation	010	-	018	-	2605	-	003
					Code							
0719	Registration Fees	\$	<u>1,050.00*</u>		Source of Funds			Product	Scale			
		\$										

 Authorized Signature Shanahan

Eastern Plant Board
93rd ANNUAL MEETING AGENDA

Hilton Hotel
 200 Coogan Boulevard
 Mystic, Connecticut, 06355

MONDAY
 April 9, 2018

Time	Topic
	Travel
5:00 – 7:00 PM	Registration (Schooner Foyer)
7:00 –9:00 PM	Reception (Cutter)
	Hospitality / Discussion Time – Soundings

TUESDAY
 April 10, 2018

Time	Topic
7:00 – 8:00 AM	Breakfast – Schooner Foyer
8:00 – 8:15 AM	Housekeeping Announcements & Welcome
8:15 – 10:00 AM	Discussion – EPB Members Only – Schooner I
8:15 – 10:00 AM	APHIS PPQ Meeting – PPQ lead –Schooner III
8:15 – 10:00 AM	CBP Meeting – CBP lead- Schooner II
8:15 – 10:00 AM	HIS Meeting - Clipper II
8:15 – 10:00 AM	CAPS Meeting –Clipper III
10:00 – 10:30 AM	~ Break ~
10:30 AM – 12:00 PM	EPB Business Meeting – EPB Members Only - Schooner I
10:30 AM – 12:00 PM	APHIS PPQ Meeting – Schooner III
10:30 AM – 12:00 PM	CBP Meeting, HIS, CAPS Meetings – Schooner II, Clipper II, Clipper III resp.
12:00 – 1:00 PM	Lunch - Cutter
	Session Moderator: moderator, affiliation - Schooner
1:00 – 1:30 PM	Welcome, Chris Logue, President Eastern Plant Board, SPRO New York Department of Agriculture and Markets State Welcome, Kirby C. Stafford, CT Agricultural Experiment Station, Chief Scientist, Entomology Dept. and State Entomologist
1:30 – 2:30 PM	Spotted lanternfly, current status & next steps: Panel presentation <ul style="list-style-type: none"> • Dana Rhodes, Pennsylvania Department of Agriculture • Chris Logue, New York Department of Agriculture and Markets • Faith Kuehn, Delaware Department of Agriculture • Joe Zoltowski, New Jersey Department of Agriculture • Kim Rice, Maryland Department of Agriculture • John Crowe, USDA APHIS PPQ • Open discussion
2:30 – 3:00 PM	Pathogen Update Speed Round <ul style="list-style-type: none"> • <i>P. ramorum</i> Betsy Randall-Schadel, USDA APHIS PPQ • Oak wilt Chris Logue, New York Department of Agriculture and Markets • CWR Vicki Smith, The Connecticut Agriculture Experiment Station • Dickeya Ann Gibbs, Maine Department of Agriculture, Conservation & Forestry

3:00 - 3:15 PM	~ Break ~
3:15 – 3:45 PM	SANC / GCP / BMP updates: Taking BMP's and verification systems to the next level <ul style="list-style-type: none"> • Dana Rhodes, SANC & BMPs • Laney Campbell, USDA APHIS PPQ
3:45 – 4:15 PM	Hot topics: Pollinator Issues, emcee Vicki Smith (victoria.smith@ct.gov) to submit photos / discussion points <i>Each state should contribute a couple of hot topics about pollinators in their states</i>
4:15 – 5:00 PM	Hemp Sampler: A panel discussion on hemp products being prepared for market <ul style="list-style-type: none"> • Joe Zoltowski, New Jersey Department of Agriculture • Chris Logue, New York Department of Agriculture and Markets • Mike Arnold, West Virginia Department of Agriculture
	Dinner On Your Own
	Hospitality / Discussion Time Hospitality Room Hosted by CAPS - Soundings

WEDNESDAY

April 11, 2018

Time	Topic
7:00 – 8:00 AM	Breakfast – Schooner Foyer
	Session Moderator: moderator, affiliation - Schooner
8:00 – 8:30 AM	View from the National Plant Board <i>Ann Gibbs – NPB President, Director, Animal & Plant Health Division, Maine Department of Agriculture, Conservation & Forestry</i>
8:30 – 9:00 AM	View from the PPQ Field Operations, Raleigh Office <i>Carlos or Matt Royer</i>
9:00 – 9:30 AM	CBP Update <i>TBD, title, Agricultural Inspections, Customs and Border Protection – reach out to Paula</i>
9:30 – 10:00 AM	Asian longhorned beetle update <i>Ryan Vazquez, USDA APHIS PPQ</i>
10:00 – 10:30 AM	~ Break ~
10:30 – 11:00 AM	Emerald ash borer in aftermath forests, Nate Siegert, USDA Forest Service, (Piera reach out to Nate & Mike B)
11:00 – 11:45 AM	EAB deregulation, perspectives, and firewood BMPs <ul style="list-style-type: none"> • Status of federal de-regulation effort PPQ TBD • Nothing ventured, nothing gained – a New York perspective Chris Logue, New York Department of Agriculture and Markets • Thoughts from a state without a detection Ann Gibbs, Maine Department of Agriculture, Conservation & Forestry • Firewood after EAB deregulation, BMP's for firewood movement Nate Siegert, USDA Forest Service

11:45 AM – 12:00 PM	Specialty crops, pest burdens, new pest outlook: European cherry fruit fly, spotted wing drosophila, and other orphaned pests. What's important to states? Discussion emcee Dana Rhodes (danrhodes@pa.gov) for photos or discussion points <i>States should come prepared to contribute a couple of hot topics / concerns about specialty crop pests in their states.</i>
12:00 – 1:00 PM	Lunch - Cutter
1:00 – 5:00 PM	Open Afternoon
6:30 – 8:30 PM	New England Lobster Bake – Mystic Aquarium Hospitality / Discussion Time Hospitality Room Hosted by HIS - Soundings

THURSDAY

April 12, 2018

Time	Topic
7:00 – 8:00 AM	Breakfast – Schooner Foyer
	Session Moderator: moderator, affiliation
8:00 – 8:30 AM	EPB Members on NPB Committees Updates
8:30 – 9:00 AM	Question & Answers on ezfedgrants States should submit concerns about ezfedgrants to PPQ ahead of the meeting so that there is a structured response. <i>PPQ TBD</i>
9:00 – 9:45 AM	A pathway, a dead insect, a confirmation of sample & a report: Coming to consensus on a regulatory response <ul style="list-style-type: none"> • <i>EAB detection in Delaware, Faith Kuehn, Delaware Department of Agriculture</i> • <i>Khapra beetle in Connecticut, Vicki Smith, The Connecticut Agriculture Experiment Station</i> • <i>Lost samples and chain of custody, Dana Rhodes, Pennsylvania Department of Agriculture</i> • <i>PPQ TBD</i> • <i>Discussion</i>
9:45 – 10:00 AM	IRC update, Ann Gibbs – NPB President, Animal & Plant Health Division, Maine Department of Agriculture, Conservation & Forestry, & Paula Henstridge, USDA APHIS PPQ
10:00 – 10:30 AM	~ Break ~
10:30 – 11:00 AM	HIS Report (Joint)
11:00 – 11:30 AM	CAPS Report (Joint)
11:30 AM – 12:00 PM	EPB Meeting Wrap-Up and Next Steps – EPB Members Only