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State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER
33 HAZEN DR. CONCORD, NH 03305
603/271-2791

JOHN J. BARTHELMES
COMMISSIONER

July 23, 2014

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

Requested Action

Pursuant to MOP 1102 (L), the Department of Safety, Division of State Police, requests authorization for four Troopers to travel over 300 miles one way in a State Police issued unmarked state vehicle in the amount of \$1,756.00 to attend the 14th Annual Pennsylvania State Police Reconstruction Seminar in State College, Pennsylvania from September 22 through 25, 2014. Effective upon Governor and Council approval. Funding source: 81% Highway, 19% Turnpike.

Funds are available in the SFY2015 operating budget as follows:

02-23-23-234015-40030000 Department of Safety – Division of State Police – Traffic Bureau
080-500715 Out of State Travel Reimbursement – Operation-State Car (Out-of-State)
Amount: \$1,756.00

Explanation

This request is for approval to travel outside a 300 mile radius for four Troopers in a State Police issued unmarked state vehicle for the purpose of attending the 14th Annual Pennsylvania State Police Reconstruction Seminar at the Ramada Conference Center Penn State in State College, Pennsylvania from September 22 through 25, 2014. The round trip mileage from Concord, New Hampshire to State College, Pennsylvania is 996 miles. The total cost for travel by air and use of a rental car for the four day timeframe in State College is \$4,023.88. The cost to travel by state vehicle is \$1,756.00. The savings to travel by state vehicle versus travel by air is \$2,267.88 (see Attachment A for comparisons). The employees will not be paid overtime during the timeframe of this travel.

The purpose of the seminar is to allow reconstructionists to collaborate with others in their field and to explore new ideas and technology in the dynamic field of collision reconstruction. This field has become increasingly more technical which requires more advanced training to effectively reconstruct accidents as well as to analyze and testify in court to the information and reports that are generated. Topics included in this seminar are Spin Analysis, Data Sources from Commercial Motor Vehicles, Aerial Photography, Nighttime Visibility Studies, Crash Data Recorder Updates, Tire Failures, Smart Phone Apps for Recon, Video Analysis, and more. Lastly, the Police Standards and Training Academy does not offer this type of training due to the high cost. This necessary advanced training is only offered out of state.

All maintenance on the State Police issued unmarked state vehicle is up to date. The Division of State Police has a policy in place for breakdowns and maintenance of vehicles. If a mechanical issue should occur, notification will be made to the attendees' supervisor and maintenance will be handled through a local contractor in the area. Also, the attendees will be traveling with an issued credit card if a minor mechanical issue arises.

Respectfully submitted,


John J. Barthelmes
Commissioner of Safety

REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date: July 23, 2014

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Safety, Division of State Police, requests permission for Trooper Christopher Storm, Trooper Bryan Plamondon, Trooper Thomas Conlon and Trooper Greg Dube, members of the Collision Accident Reconstruction Unit (CAR), to travel to State College, Pennsylvania for four days of out-of-state-travel status from September 22 through September 25, 2014.

Conference/Workshop/Seminar Title

14th Annual Pennsylvania State Police Reconstruction Seminar

Purpose of Travel

Pursuant to the Department of Administrative Services Manual of Procedure (MOP) 1102 (L), the Department of Safety, Division of State Police, requests approval for travel outside a 300 mile radius (see Attachment B) for four Troopers in a State Police issued unmarked state vehicle for the purpose of attending the 14th Annual Pennsylvania State Police Reconstruction Seminar from September 22 through September 25, 2014 in State College, Pennsylvania. The round trip mileage from Concord, NH to State College, Pennsylvania is 996 miles. The total cost for travel by air and use of a rental car for the four day time frame in State College is \$4,023.88. The cost to travel by state vehicle is \$1,756.00. **The savings to travel by state vehicle versus travel by air is \$2,267.88** (see Attachment A for comparisons). These employees will not be paid overtime during the time frame of this travel.

The purpose of this travel is to attend the 14th Annual Pennsylvania State Police Reconstruction Seminar at the Ramada Conference Center Penn State in State College, Pennsylvania. The purpose of the seminar is to allow reconstructionists to collaborate with others in their field and to explore new ideas and technology in the dynamic field of collision reconstruction. The field of accident reconstruction has become increasingly more technical which requires more advanced training as well as to analyze and testify in court to the information and reports that are generated. Topics included in this seminar are Spin Analysis, Data Sources from CMVs, UAVs/Aerial Photography, Nighttime Visibility Studies, CDR Updates, Tire Failures, Smart Phone Apps for Recon, Video Analysis and more. Lastly, the Police Standards and Training Academy does not offer this type of training due to the high cost. This necessary advanced training is only offered out of state.

All maintenance on the State Police issued unmarked state vehicle is up to date. The Division of State Police has a policy in place for breakdowns and maintenance of vehicles. If a mechanical issue should occur, notification will be made to the attendees' supervisor and maintenance will be handled through a local contractor in the area. Also, the attendees will be traveling with an issued credit card if a minor mechanical issue arises.

(T-14-098)

Attendees and their Titles

Trooper Christopher Storm – CAR Unit – Headquarters
Trooper Bryan Plamondon – CAR Unit - Headquarters
Trooper Thomas Conlon – CAR Unit – Headquarters
Trooper Greg Dube – CAR Unit – Troop A

Fiscal Information – Summary

<u>Obit</u>	<u>Description</u>	<u>Amount</u>		<u>Amount</u>
0710	Common Carrier	\$	Appropriation of Out-of-State Travel	\$ 20,000.00
0711	Per Diem In Lieu	\$	Amount Expended to Date	\$ 1,280.63
0712	Meals	\$ 714.00	Available Balance	\$ 18,719.37
0713	Hotel	\$ *432.00	Amount requested this authorization	\$ 1,756.00
0714	Mileage	\$	Estimated Balance Available	\$ 16,963.37
0715	Operation State Car	\$ **560.00		\$
0717	Miscellaneous	\$ ***50.00	*Hotel Approx. – Plus Tax	
0719	Registration Fees	\$	**State Mileage Reimbursement Rate – Round Trip = \$.56 per mile x 1,000 Miles)	
	TOTAL	\$ 1,756.00	***Tolls – Approx. (Round Trip)	

Appropriation Code: ^{15 caj} ~~10~~-023-4003-080

Source of Funds: 81% Highway, 19% Turnpike

Division Director: For Col Robert Quinn
Exec Maj David Paerster
7/24/14

Commissioner of Safety: 

ATTACHMENT A

AIR TRAVEL BREAKDOWN

TRAVEL BY AIR - TIME REQUIRED:

Round Trip (R/T) to Manchester Airport in Vehicle from Residences in Dover, Merrimack, Danville and Barrington	5.5 Hours
Arrival Time at Manchester Airport Prior to Departure	1.5 Hours
Air Travel from Manchester Airport to State College, PA	3.5 Hours
Ground Transportation from State College Airport to Hotel	.5 Hours
Ground Transportation from Hotel to State College Airport	.5 Hours
Arrival Time at State College Airport Prior to Departure)	1.5 Hours
Air Travel from State College Airport to Manchester, NH	<u>4.75 Hours</u>
	17.75 Hours – Round Trip

TRAVEL BY AIR - TRIP COST INCLUDING AIR TRAVEL:

State Mileage Reimbursement Rate – R/T	\$ 141.12
<i>[From Residences to Manchester Airport in Private Vehicles: 252 Miles R/T x \$.56]</i>	
Parking at Manchester Airport [\$5.00/day x 4/days = \$20.00 x 4 Vehicles]	\$ 80.00
Airfare [\$571.69/pp]	\$2,286.76
Baggage Fee – Round Trip	\$ 200.00
<i>[\$25.00/Each x 4 Troopers = \$100.00 One Way]</i>	
Rental Car – Approximate for 4 Days	\$ 170.00
Hotel (Three Nights) – Approximate Plus Tax	\$ 432.00
Meals (\$178.50/each – 4 days x 4 Troopers) <i>[GSA Rate]</i>	\$ <u>714.00</u>
TOTAL COST TO TRAVEL BY AIR	\$4,023.88

TRAVEL BY VEHICLE COST BREAKDOWN

TRAVEL BY VEHICLE - TIME REQUIRED:

Concord, New Hampshire to State College, Pennsylvania
[9 Hours One Way (one vehicle) x 4 Troopers = 36 Hours] 18 Hours – Round Trip

TRAVEL BY VEHICLE - TRIP COST:

State Mileage Reimbursement Rate – R/T Concord, NH to State College, PA <i>[\$.56 per mile x 1,000 miles]</i>	\$ 560.00
Tolls (R/T) - Approximate	\$ 50.00
Hotel (Three Nights) – Approximate Plus Tax	\$ 432.00
Meals (\$178.50/each – 4 days x 4 Troopers) <i>[GSA Rate]</i>	\$ <u>714.00</u>
TOTAL	\$1,756.00

COST COMPARISON USING MOTOR VEHICLE TRAVEL

AIR TRAVEL:	\$4,023.88
VEHICLE TRAVEL:	\$1,756.00
SAVINGS IF DRIVEN:	\$2,267.88