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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

September 12, 2017

His Excellency, Governor Christopher T. Sununu  
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 three Troopers to travel over 300 miles one way in a State Police issued unmarked state vehicle in the amount of \$1,912.24 to attend the 17<sup>th</sup> Annual Pennsylvania State Police Reconstruction Seminar in Gettysburg, Pennsylvania from October 30 through November 2, 2017. Effective upon Governor and Council approval. Funding source: 49.11% General, 23.84% Highway, 27.05% Turnpike.

Funds are available in the SFY2018 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: \$1,912.24


### Explanation

This item requests authorization for three Troopers to travel outside a 300 mile radius in a State Police issued unmarked state vehicle for the purpose of attending the 17<sup>th</sup> Annual Pennsylvania State Police Reconstruction Seminar at the Wyndham Gettysburg Hotel in Gettysburg, Pennsylvania from October 30, 2017 through November 2, 2017. The round trip mileage from Concord, New Hampshire to Gettysburg, Pennsylvania is 980 miles. The total cost for travel by air and use of a rental car for the four day timeframe in Gettysburg is \$2,343.56. The cost to travel by state vehicle is \$1,912.24. The savings to travel by state vehicle versus travel by air is \$431.32 (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 for the seminar will concentrate on the review of investigations; field studies; and training in specialized areas of reconstruction such as 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.

Respectfully submitted,

  
John J. Barthelmes  
Commissioner of Safety

# REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date: September 12, 2017

## TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Safety, Division of State Police, requests permission for Sergeant Steven Wheeler and Trooper First Class Michael Pelletier from the Collision Analysis and Reconstruction Unit (CAR) and Sergeant David McCormack from the Troop G CAR Unit to travel to Gettysburg, Pennsylvania for four days of out-of-state-travel status from October 30 through November 2, 2017.

### Conference/Workshop/Seminar Title

17<sup>th</sup> 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 three Troopers in a State Police issued unmarked state vehicle for the purpose of attending the 17th Annual Pennsylvania State Police Reconstruction Seminar from October 30 through November 2, 2017 in Gettysburg, Pennsylvania. The round trip mileage from Concord, New Hampshire to Gettysburg, Pennsylvania is 980 miles. The total cost for travel by air and use of a rental car for the four day time frame in Gettysburg is \$2,343.26. The cost to travel by state vehicle is \$1,912.24. **The savings to travel by state vehicle versus travel by air is \$431.32** (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 17<sup>th</sup> Annual Pennsylvania State Police Reconstruction Seminar at the Wyndham Gettysburg in Gettysburg, 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 for the seminar will concentrate on the review of interesting investigations, field studies and training in specialized areas of reconstruction such as 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. *(T-17-135)*

### Attendees and their Titles

Sergeant Steven Wheeler – CAR Unit – Headquarters  
Trooper First Class Michael Pelletier – CAR Unit - Headquarters  
Sergeant David McCormack – CAR Unit – Troop G

**Fiscal Information – Summary**

<u>Obit</u>	<u>Description</u>		<u>Amount</u>		<u>Amount</u>
0710	Common Carrier	\$		Appropriation of Out-of-State Travel	\$ 30,000.00
0711	Per Diem In Lieu	\$		Amount Expended to Date	\$ 5,951.72
0712	Meals	\$	708.00	Available Balance	\$ 24,048.28
0713	Hotel	\$	*629.94	Amount requested this authorization	\$ 1,912.24
0714	Mileage	\$		Estimated Balance Available	\$ 22,136.04
0715	Operation State Car	\$	**524.30		\$
0717	Miscellaneous	\$	***50.00	*Hotel Approx. – Plus Tax	
0719	Registration Fees	\$		**State Mileage Reimbursement Rate – Round Trip = \$.535 per mile x 980 Miles)	
	TOTAL	\$	1,912.24	***Tolls – Approx. (Round Trip)	

Appropriation Code: 15-023-4003-080

Source of Funds: 49.11% General, 23.84% Highway, 27.05% Turnpike

FOR: *MAJCE Russell L. Lamb*  
 Division Director: *9/12/17* Commissioner of Safety: *JOB*

## ATTACHMENT A

### AIR TRAVEL BREAKDOWN

#### TRAVEL BY AIR - TIME REQUIRED:

Round Trip (R/T) to Manchester Airport in Vehicle from Residences in Newmarket, Hooksett and Meredith	5 Hours
Arrival Time at Manchester Airport Prior to Departure	1.5 Hours
Air Travel from Manchester Airport to Baltimore, Maryland Airport	1.5 Hours
Ground Transportation from Baltimore, Maryland Airport to Hotel	1.25 Hours
Ground Transportation from Hotel to Baltimore, Maryland Airport	1.25 Hours
Arrival Time at Baltimore, Maryland Airport Prior to Departure	1.5 Hours
Air Travel from Baltimore, Maryland Airport to Manchester, NH	<u>1.5 Hours</u>
	13.5 Hours – Round Trip

#### TRAVEL BY AIR - TRIP COST INCLUDING AIR TRAVEL:

Parking at Manchester Airport [\$10.00/day x 4/days = \$40.00 x 3 Vehicles]	\$ 120.00
Airfare [Southwest Airlines - \$247.44/pp]	\$ 742.32
Rental Car – Approximate for 4 Days	\$ 144.00
Hotel (Three Nights) – Approximate Plus Tax	\$ 629.24
Meals (\$236.00/each – 4 days x 3 Troopers) [GSA Rate]	\$ <u>708.00</u>
<b>TOTAL COST TO TRAVEL BY AIR</b>	<b>\$2,343.56</b>

**TRAVEL BY VEHICLE COST BREAKDOWN**

**TRAVEL BY VEHICLE - TIME REQUIRED:**

Concord, New Hampshire to Gettysburg, Pennsylvania 16 Hours – Round Trip

**TRAVEL BY VEHICLE - TRIP COST:**

State Mileage Reimbursement Rate – R/T Concord, NH to Gettysburg, PA <i>[\$.535 per mile x 980 miles]</i>	\$ 524.30
Tolls (R/T) - Approximate	\$ 50.00
Hotel (Three Nights) – Approximate Plus Tax	\$ 629.94
Meals (\$236.00/each – 4 days x 3 Troopers) <i>[GSA Rate]</i>	\$ <u>708.00</u>
<b>TOTAL</b>	<b>\$1,912.24</b>

**COST COMPARISON USING MOTOR VEHICLE TRAVEL**

<b>AIR TRAVEL:</b>	<b>\$2,343.56</b>
<b>VEHICLE TRAVEL:</b>	<b>\$1,912.24</b>
<b>SAVINGS IF DRIVEN:</b>	<b>\$ 431.32</b>