



The State of New Hampshire
Department of Environmental Services



Robert R. Scott, Commissioner

February 1, 2022

FEB02'22 PM 2:36 RCVD

His Excellency, Governor Christopher T. Sununu
 and The Honorable Council
 State House
 Concord, NH 03301

REQUESTED ACTION

Pursuant to MOP 1102 (L), authorize the Department of Environmental Services (NHDES) to approve the use of a state vehicle for transportation beyond 300 miles one way to reduce costs and potential exposure to COVID by State employees while traveling to attend the Federal Emergency Management Agency (FEMA) Emergency Management Institute National Dam Safety Program Technical Seminar in Emmitsburg, MD from February 22nd to February 25, 2022, effective upon Governor and Council approval. 100% Federal Funds.

Funding is available in the account listed below.

	<u>FY 2022</u>
03-44-44-442010-38460000-080-500717	\$715.00
Dept. Environmental Services, State Dam Safety Grant Program, Out of State Travel	

EXPLANATION

Two dam safety engineers from the NHDES Dam Bureau seek to attend the FEMA Emergency Management Institute National Dam Safety Program Technical Seminar on Managing Aging Dams and Infrastructure. In addition to providing technical information on the state-of-the-practice and recent advancements in dam safety engineering, the seminar provides our dam safety engineers an opportunity to interact with dam safety officials from other state programs, as well as with our federal dam safety partners. Also, one of the two NHDES engineers, who would be attending, serves on the National Dam Safety Program Planning Committee responsible for organizing and conducting the seminar. The seminar will be held at FEMA's Emergency Management Institute in Emmitsburg, MD. The seminar is offered free of charge and there is no cost for lodging at FEMA's Emergency Management Institute.

FEMA requires proof of vaccination, social distancing, and masking at its facility, and encourages frequent hand washing and other protections as part of its COVID protocols. While FEMA does not place any restrictions on air travel or other forms of public transportation, traveling by state vehicle will cost less than traveling by air. The cost savings of using a state vehicle versus public transportation is estimated to be \$181. The travel via state vehicle is also preferred over commercial air to minimize the potential for exposure to COVID of these state employees while using public transport.

We respectfully request your approval.

Robert R. Scott, Commissioner

www.des.nh.gov

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095
 (603) 271-3503 • Fax: 271-2867 TDD Access: Relay NH 1-800-735-2964



Robert R. Scott, Commissioner

REQUEST FOR AUTHORIZATION FOR TRAVEL

Date: 01/27/22

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Environmental Services requests permission
for 2 employees or their designees to travel to Emmitsburg, Maryland
for 4 days of out-of-state travel status from 02/22/22 to 02/25/22

Conference/Workshop/Seminar Title

The National Dam Safety Technical Seminar (NDSPTS)

Purpose of Travel

Two dam safety engineers from the NHDES Dam Bureau seek to attend the FEMA Emergency Management Institute National Dam Safety Program Technical Seminar on Managing Aging Dams and Infrastructure. In addition to providing technical information on the state-of-the-practice and recent advancements in dam safety engineering, the seminar provides our dam safety engineers an opportunity to interact with dam safety officials from other state programs, as well as with our federal dam safety partners. Also, one of the two NHDES engineers, who would be attending, serves on the National Dam Safety Program Planning Committee responsible for organizing and conducting the seminar. The seminar will be held at FEMA's Emergency Management Institute in Emmitsburg, MD. The seminar is offered free of charge and there is no cost for lodging at FEMA's Emergency Management Institute.

Traveling by state vehicle will cost less than traveling by air. The travel via state vehicle is also preferred over commercial air to minimize the potential for exposure to Covid whilst using public transport. Air flights for two people plus ground transport to the seminar location would total \$496.00 which is \$181.00 more than the use of the state vehicle.

Covid related protocols at the seminar as provided by FEMA include a vaccine mandate, masking, and social distancing.

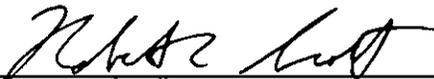
Attendees and their Titles

1. Jonathan Findon-Henry
CE V (Dam Safety Engineer)

2. Lorilee Mather
CE V (Dam Safety Engineer)

Fiscal Information - Summary

<u>Objt</u>	<u>Description</u>	<u>Amount</u>		<u>Amount</u>
0710	Common Carriers	\$ _____	Appropriation of Out-of-State Travel	\$ <u>12,000</u>
0711	Per Diem in Lieu	\$ _____	Amount Expended to date	\$ <u>9,800</u>
0712	Meals	\$ <u>400</u>	Available Balance	\$ <u>2,200</u>
0713	Hotel	\$ _____	Amount requested this authorization	\$ <u>715</u>
0714	Mileage	\$ _____	Estimated Balance Available	\$ <u>1,485</u>
0715	Operation State Car	\$ <u>315</u>		
0717	Miscellaneous	\$ _____	Appropriation Code	<u>03-44-44</u> - <u>442010</u> - <u>3846</u> - <u>080</u>
0719	Registration Fees	\$ _____	Source of Funds	<u>100% Federal Funds</u>
	Total	\$ <u>715</u>		

Authorized Signature 
Commissioner