



# Atlantic States Marine Fisheries Commission

1050 N. Highland Street • Suite 200A-N • Arlington, VA 22201

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Vision: Sustainable and Cooperative Management of Atlantic Coastal Fisheries

## TRAVEL AUTHORIZATION

**TA No.** 24-062      **Charge To :** 0036000ESUM, 0396000SUM      **Approved by:** Laura Leach *Laura Leach*  
Jun 28, 2024

**Meeting Name:** 2024 ASMFC Summer Meeting

**Meeting Date:** 05-AUG-2024 - 08-AUG-2024

**Meeting Location:** Arlington, VA

**Hotel Details:** Meeting and accommodations: The Westin Crystal City, 1800 Richmond Highway, Arlington, VA 22202. Reserve your room online: <https://www.marriott.com/event-reservations/reservation-link.mi?id=1700579962316&key=GRP&app=resvlink> ; Or call 1.888.236.2427 and identify the ASMFC Summer Meeting to receive the discounted rate.

**Cutoff Date:** 08-JUL-2024

**Per Diem:** Room: \$176 plus tax (sgl/dbl); Meals: \$96 (\$23/\$26/\$47)

**Mileage Rate:** \$0.67/mile, eff. January 1, 2024. Rental cars must be specifically authorized.

**Airport Transportation:** The Westin Crystal City provides a complimentary shuttle (white van) which operates Monday - Sunday and stops at Reagan National Airport (DCA) at Terminal A, Terminal B (Door 5) & Terminal C (Door 9) and runs every 15 minutes (4:30-8:00 AM) and every 30 minutes (8:00 AM-10:30 PM).

**Local Transportation:** By Metro from DCA: Yellow Line to MOUNT VERNON SQUARE or Blue Line to LARGO TOWN CENTER. Exit at Crystal City Metro Station. Travel Time: 5 minutes. The hotel is located across from Crystal City Metro Station and its underground shops and restaurants. Additional restaurants are within walking distance.

**Basic Guidelines:** In consideration of the Commission's budget select the most reasonable mode of transportation. You are responsible for determining your arrival and departure times. If the distance from your office to the meeting site is under 35 miles, ASMFC will not reimburse hotel or mileage, but may reimburse lunch per diem and any miscellaneous expenses that would not normally occur during a workday (i.e., parking, tolls). ASMFC reserves the right to disallow travel expenses it deems excessive or unnecessary to conduct ASMFC business. Commissioners (or their proxies) are eligible to attend all meetings; all others are eligible for reimbursement to attend board/committee meetings of which they are a member.

- Parking:** Self-Parking on-site (underground) is discounted to \$35/day. See the front desk when checking out to request a rate adjustment.
- Reimbursement:** You must submit an ASMFC travel voucher with receipts within 30 days of the final day of travel. Electronic travel vouchers and scanned receipts are preferred and should be sent to [accounting@asmfc.org](mailto:accounting@asmfc.org). Vouchers and receipts will also be accepted via snail mail if emailing is not an option.
- General Notes:** Complete ASMFC Travel Reimbursement Guidelines can be found at [http://www.asmfc.org/files/Meetings/TravelReimbursementGuidelines\\_2024.pdf](http://www.asmfc.org/files/Meetings/TravelReimbursementGuidelines_2024.pdf) and the Electronic Travel Voucher: [http://www.asmfc.org/files/Meetings/ASMFCElectronicTravelVoucher\\_2024.xlsx](http://www.asmfc.org/files/Meetings/ASMFCElectronicTravelVoucher_2024.xlsx). Please contact the ASMFC office if you have questions or would like staff assistance.

**Authorized Travelers:**

Abbott, Dennis	Altman, Thad	Anstead, Kristen
Armstrong, Mike	Baker, Chris	Batsavage, Chris
Bauer, Tracey	Beal, Rob	Beal, Robert
Belcher, Carolyn	Bellavance, Rick	Berger, Tina
Blanchard, Kurt	Borden, David	Bouffard, Colleen
Boyle, James	Braun, Ingrid	Brown, Delayne
Brown, Robert	Brust, Jeff	Burgess, Erika
Campfield, Patrick	Carson, William	Carty, Lisa
Cimino, Joe	Clark, John	Cloyd, Rese
Colden, Allison	Conroy, Margaret	Corbett, Heather
Corbin, Matthew	Cosgrove, John	Craig, Caitlin
Cromer, Ronnie	Curatolo-Wagemann, Scott	Davis, Justin
Defilippi Simpson, Julie	Delloso, David	Desteph, William
Dize, Russell	Drew, Katie	Dyar, Ben
Eakin, William	Edwards, Phillip	Fegley, Lynn
Ferrara, Sarah	Franke, Emilie	Freeman, Craig
Gadomski, Tom	Gary, Marty	Gates, Matthew
Geer, Patrick	Giuliano, Angela	Gopal, Vin
Grabowski, Tyler	Green, Jamie	Gresko, Joseph
Griffin, Melanie	Grist, Joseph	Grout, Doug
Hasbrouck, Emerson	Haymans, Doug	Hepler, Allison
Higgs, Amanda	Hyatt, William	Jacobs, Chris
Jennings, Gary	Kaalstad, Simen	Kaelin, Jeff
Kane, Raymond	Keliher, Pat	Keppler, Blaik
Kerns, Toni	Kipp, Jeff	Kuhn, Kristopher
Kulik, Anita	Lafrance, Robert	Law, Alexander
Leach, Laura	Luisi, Michael	Lustig, Loren
Madsen, Shanna	Maniscalco, John	Mannen, Jerry
Mccawley, Jessica	Mckiernan, Dan	Mcnamee, Jason
Mercer, Jeff	Meserve, Nichola	Miller, Roy

Miner, Craig  
Nowalsky, Adam  
Patel, Jainita  
Pearce, N Scott  
Power, Heather  
Rawls, Kathy  
Rhodes, Malcolm  
Rogers, Matt  
Sabo, Jeffrey  
Sikorski, David  
Sosnowski, Susan  
Thiele, Fred  
Train, Stephen  
Ware, Megan  
White, Ritchie  
Zobel, Renee

Musante, Madeline  
Opiekun, Michael  
Patterson, Cheri  
Plumlee, J. Bryan  
Pugh, Craig  
Reid, Eric  
Rhodes, Trey  
Ryan, Daniel  
Schaeffer, Tim  
Simpson, Ethan  
Starks, Caitlin  
Thomas, Chad  
Truesdale, Corinne  
Watters, David  
Woodward, Spud

Newlin, Scott  
Owens, Ron  
Peake, Sarah  
Powell, Marisa  
Pugh, Tracy  
Reny, Cameron  
Rickabaugh, Harry  
Ryan, Danny  
Self, Ross  
Smott, Somers  
Stein, Dana  
Thomas, Skye  
Tuohy, Chelsea  
White, Geoffrey  
Wray, Michael