



Atlantic States Marine Fisheries Commission

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

703.842.0740 • 703.842.0741 (fax) • www.asmfc.org

Vision: Sustainable and Cooperative Management of Atlantic Coastal Fisheries

TRAVEL AUTHORIZATION

TA No. 26-016

Charge To : 002 6000 E SPR & 0296000ESPR

Approved by: Laura Leach

Meeting Name: 2026 ASMFC Spring Meeting

Laura Leach
Mar 16, 2026

Meeting Date: 04-MAY-2026 - 06-MAY-2026

Meeting Location: Arlington, VA

Hotel Details: Meeting and Accommodations: The Westin Crystal City, 1800 Richmond Highway, Arlington, VA 22202. Reserve your room online: <https://app.marriott.com/reslink?id=1773347639768&key=GRP&app=resvlink>

Cutoff Date: 06-APR-2026

Per Diem: Room: \$276 plus tax (sgl/dbl); Meals: \$113 (\$30/\$34/\$49)

Mileage Rate: \$0.725/mile, eff. January 1, 2026. 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 the Crystal City Metro Station. The hotel is within walking distance of the National Landing area, with many restaurants.

Basic Guidelines: Travelers must select the most reasonable and cost-effective airfare and are responsible for determining their arrival and departure times. Commissioners (or designated proxies) may attend all meetings; all other travelers are eligible for reimbursement only for board or committee meetings of which they are a member. If the distance from your office to the meeting site is less than 35 miles, ASMFC will not reimburse hotel, mileage, or per diem; however, unusual expenses such as parking or tolls may be reimbursed. ASMFC reserves the right to disallow travel expenses deemed excessive or unnecessary for the conduct of Commission business. A Cost Comparison Form is required when requesting approval for alternate transportation, lodging, or travel routes.

Parking: 15% off the prevailing daily self-parking rate, currently \$48 + 6% sales tax

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. Vouchers and receipts will also be accepted via snail mail if emailing is not an option.

General Notes: The ASMFC Travel Reimbursement Guidelines can be found at <https://asmfc.org/resources/travel-reimbursement-guidelines/>. The Electronic Travel Voucher can be found at <https://asmfc.org/wp-content/uploads/2025/01/ASMFCElectronicTravelVoucher.xlsx>. Please contact the ASMFC office if you have questions or need assistance.

Authorized Travelers:

Abbott, Dennis	Armini, Jennifer	Bailey, David
Batsavage, Chris	Bauer, Tracey	Beal, Rob
Beal, Robert	Belcher, Carolyn	Bell, Mel
Berger, Tina	Blanchard, Kurt	Bochenek, Eleanor
Borden, David	Bouffard, Colleen	Boyle, James
Braun-Ricks, Ingrid	Brown, Delayne	Brown, Robert
Brust, Jeff	Burgess, Erika	Campfield, Patrick
Carson, William	Carty, Lisa	Chapin, Jack
Cimino, Joe	Clark, John	Cloyd, Rese
Colden, Allison	Corbett, Heather	Couch, Nick
Craig, Caitlin	Cromer, Ronnie	Curatolo-Wagemann, Scott
Daniels, Doug	Davis, Justin	Defilippi Simpson, Julie
Diggs, Danny	Dize, Russell	Drew, Katie
Dumais, Sandra	Dyar, Ben	Edwards, Phillip
Finch, Margaret	Franke, Emilie	Gadomski, Tom
Gary, Marty	Gates, Matthew	Glenn, Robert
Gopal, Vin	Grabowski, Tyler	Gresko, Joseph
Griffin, Melanie	Grist, Joseph	Grout, Doug
Gwin, Earl Sonny	Hasbrouck, Emerson	Haymans, Doug
Hepler, Allison	Hodge, Chris	Hornstein, Jesse
Hyatt, William	Jacobs, Chris	Jennings, Gary
Kaalstad, Simen	Kane, Raymond	Kennedy, Carrie
Kenyon, Adam	Keppler, Blaik	Kerns, Toni
Kipp, Jeff	Knowlton, Kathy	Kuhn, Kristopher
Kulik, Anita	Lafrance, Robert	Law, Alexander
Leach, Laura	Lengyel Costa, Nicole	Luisi, Michael
Lustig, Loren	Madsen, Shanna	Maniscalco, John
Mann, Edward	Mccawley, Jessica	Mckiernan, Dan
Mcnamee, Jason	Mercer, Jeff	Meserve, Nichola
Miller, Roy	Miner, Craig	Minkiewicz, Andrew
Minor, James	Musante, Madeline	Nehemiah, Samara

Nowalsky, Adam
Patel, Jainita
Perry, Derek
Pugh, Craig
Reid, Eric
Rhodes, Trey
Rowell, Raymond
Schaeffer, Tim
Sikorski, David
Starks, Caitlin
Thomas, Michael
Torres, Fran
Turner, Brian
Watters, David
Willey, Angel
Wojcik, Greg
Wray, Michael

Opiekun, Michael
Peake, Sarah
Powell, Marisa
Pugh, Tracy
Reny, Cameron
Rickabaugh, Harry
Ryan, Daniel
Scott, Brian
Simpson, Ethan
Stein, Dana
Thomas, Skye
Train, Stephen
Vanderkooy, Steve
White, Geoffrey
Williams, Keith
Wong, Richard
Zobel, Renee

Owens, Ron
Pearce, N Scott
Power, Heather
Rawls, Kathy
Rhodes, Malcolm
Rogers, Matt
Salmon, Brandi
Self, Ross
Sosnowski, Susan
Stetzar, Edna
Thompson, Gabe
Tuohy, Chelsea
Ware, Megan
White, Ritchie
Wilson, Carl
Woodward, Spud

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Final Audit Report

2026-03-16

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