



# 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](http://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  
*Laura Leach*  
**Meeting Name:** 2026 ASMFC Spring Meeting      **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](mailto: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
Charbonneau, Katherine	Cimino, Joe	Clark, John
Cloyd, Rese	Colden, Allison	Corbett, Heather
Couch, Nick	Craig, Caitlin	Cromer, Ronnie
Curatolo-Wagemann, Scott	Daniels, Doug	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	Kowalchyk, Cara
Kuhn, Kristopher	Kulik, Anita	Lafrance, Robert
Law, Alexander	Leach, Laura	Lengyel Costa, Nicole
Livermore, Julia	Luisi, Michael	Lustig, Loren
Madsen, Shanna	Maniscalco, John	Mann, Edward
Mccawley, Jessica	Mckiernan, Dan	Mcnamee, Jason
Mcparland, Francis	Mercer, Jeff	Meserve, Nichola
Miller, Roy	Miner, Craig	Minkiewicz, Andrew

Minor, James  
Nowalsky, Adam  
Patel, Jainita  
Perry, Derek  
Pugh, Craig  
Reid, Eric  
Rhodes, Trey  
Rowell, Raymond  
Schaeffer, Tim  
Self, Ross  
Sosnowski, Susan  
Stetzar, Edna  
Thomas, Skye  
Train, Stephen  
Turner, Brian  
Watters, David  
Willey, Angel  
Wojcik, Greg  
Wray, Michael

Musante, Madeline  
Opiekun, Michael  
Peake, Sarah  
Powell, Marisa  
Pugh, Tracy  
Reny, Cameron  
Rickabaugh, Harry  
Ryan, Daniel  
Schlick, Catherine (Cj)  
Sikorski, David  
Starks, Caitlin  
Sullivan, Kevin  
Thompson, Gabe  
Tuohy, Chelsea  
Vanderkooy, Steve  
White, Geoffrey  
Williams, Keith  
Wong, Richard  
Zobel, Renee

Nehemiah, Samara  
Owens, Ron  
Pearce, N Scott  
Power, Heather  
Rawls, Kathy  
Rhodes, Malcolm  
Rogers, Matt  
Salmon, Brandi  
Scott, Brian  
Simpson, Ethan  
Stein, Dana  
Thomas, Michael  
Torres, Fran  
Turcotte, Jeffrey  
Ware, Megan  
White, Ritchie  
Wilson, Carl  
Woodward, Spud