



**UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D.C. 20555-0001**

March 11, 2026

ALL AGREEMENT STATES  
INDIANA, WEST VIRGINIA

NOTIFICATION OF ACCEPTANCE TO THE LICENSING PRACTICES AND PROCEDURES  
(G-109) COURSE (STC-26-018)

**Purpose:** To provide notification to the States of students selected to attend the U.S. Nuclear Regulatory Commission's (NRC's) Licensing Practices and Procedures (G-109) Course to be held April 27-30, 2026, in Albany, New York.

**Background:** The NRC provides funding to the Agreement States for training and any associated travel.

**Discussion:** Students selected to attend the April 27-30, 2026, Licensing Practices and Procedures (G-109) Course in Albany, New York are provided in Enclosure 1. Please provide this notification to each individual from your program that has been accepted to this course. Students selected to attend this course will be paid travel and per diem by the NRC. Detailed guidance for students is provided in Enclosure 2. Please inform us of any withdrawals immediately so that individuals on the waiting list have an opportunity to attend.

If you have any questions regarding this correspondence, please contact the individual named below:

POINT OF CONTACT: Karen Meyer  
TELEPHONE: (301) 465-0791

E-MAIL: [ASTrainingandtravel.Resource@nrc.gov](mailto:ASTrainingandtravel.Resource@nrc.gov)

A handwritten signature in cursive script, appearing to read "Adelaide S. Giantelli".

Signed by Giantelli, Adelaide  
on 03/11/26

Adelaide S. Giantelli, Branch Chief  
State Agreement and Liaison Programs  
Division of Material Safety, Security, State  
and Tribal Programs  
Office of Nuclear Material Safety  
and Safeguards

Enclosures:

1. List of students
2. Instructions for students

## LICENSING PRACTICES & PROCEDURES (G-109)

April 27-30, 2026

Albany, New York

Giovanna Kerr	AZ
Adana Pappas	CA
Simone Maxwell	CT
Carlos DeLapuenta	FL
Dave Ganesh	FL
Abdurahman Ablimit	MD
Chris Sanchez	NM
Karen Collins	NM
Shanaz Gandhi	NY City
Roshell Wiggan	NY City
Umayal Avichi	NY DEC
Ian Christoferson	NY DEC
Derick Dietrich	NY DEC
Anna Trombetta	NY DEC
Vattoly Majo	NY DEC
Thomas Jambunathan	NY DEC
Christine Dobert	NY SHD
Sara Heim-Koch	NY SHD
Mary Furan	NY SHD
Daniel Suite	NY SHD
Troy Meisner	NY SHD
Brian Frazer	NY SHD
Rachel Murphy	NY SHD
Jamie Burlingame	OH
Ally Knepp	PA
Colin Shumake	TN
Michael Rinehart	TN
Christina Zuniga	TX DSHS
Inva Braha	UT

## INSTRUCTIONS TO STUDENTS

**ACCEPTANCE:** Individuals listed in Enclosure 1 have been accepted for participation in the Licensing Practices and Procedures (G-109) Course. This course is scheduled to be presented April 27-30, 2026, at the New York State Department of Health (NYSDH). The NYSDH is located at Empire State Plaza, Corning Tower, Room 306, Albany, NY 12237.

**COURSE:** Please note that the course begins at 8:00 a.m. eastern time on Monday, April 27th, and ends at 5:00 p.m. eastern time on Thursday, April 30th.

**LODGING AND TRAVEL:** Please plan to arrive on Sunday, April 26th, and depart on Thursday, April 30th. Please plan to attend the course at the stated end time of 5:00 p.m. If there are no flights available that would allow you to arrive home before midnight on Thursday, you may elect to depart early on Friday, May 1st. In this event, NRC will provide reimbursement for the hotel on Thursday night and per diem on Friday. Students **must** make their lodging and air travel arrangements through El Sol Travel at (844) 244-6694 and indicate that the travel is “Invitational” for the NRC. Please select a fully refundable government fare, El Sol Travel will direct bill the NRC for the flight. Traveler is responsible for providing a personal credit card to El Sol to reserve the hotel at the federal rate or lower, hotels are not direct billed to NRC. If the need arises and you must make a change and/or cancel, contact Karen Meyer at (301) 465-0791 at least 2 weeks prior to the course.

**Recommended Hotel (thru ElSol):** Hyatt Place, 82 Montgomery Street, Albany, NY 12207

Please complete the Travel Application Form which will be provided to you and submit to [ASTrainingandtravel.Resource@nrc.gov](mailto:ASTrainingandtravel.Resource@nrc.gov), at your earliest opportunity, but **no later** than, Friday, April 17th. The per diem for Albany, New York is \$117 for the hotel and \$86 for meals and incidentals. The first and last day of travel per diem is calculated at 75 percent (\$64.50). Students are responsible for their own transportation (taxi/uber/subway, etc.) between the hotel and the training center, you will be reimbursed for these expenses upon return. If you are authorized to drive your personal vehicle, the Federal mileage reimbursement is 70 cents per mile.

- Hotel must be reserved with ElSol.
- State vehicles are not authorized for mileage reimbursement. Hotel parking is reimbursable.
- Rental cars are **not** authorized for reimbursement.
- Airport parking is allowed for personal and State vehicles; however, will only be reimbursed up to the standard rate (i.e., no valet parking).
- Must provide ALL receipts for items over \$75. You need to list individual taxi/uber/lyft as separate items – **NO** lump total.
- Travel is allowed the day before and day after if you will not arrive home by midnight on the last day of class.
- For personal vehicles, you will need to include a map showing the mileage to and from.
- **No** personal time is allowed to be added before/after official NRC travel.
- **Must** have direct deposit set-up for travel reimbursements. Checks are no longer sent by Treasury.

In addition, you will need to complete the attached NRC-64 voucher for reimbursement upon return from travel, **no later** than Friday, May 8th. Review the itemized list for accuracy, including hotel, hotel tax and any additional authorized expenses. Additional expenses that were not included may be denied on a case-by-case basis. Sign the NRC-64 and e-mail back to [AStrainingandtravel.Resource@nrc.gov](mailto:AStrainingandtravel.Resource@nrc.gov) with your hotel (individual days & a zero balance), taxi/uber (**tip not to exceed 15%**), flight receipt, and all other receipts including meals.

Further instructions, including course agenda, will be provided via email or on the first day of the course for selected students.

Specific questions about the course can be sent directly to the NRC's Course Manager, Carmen Dykes ([carmen.dykes@nrc.gov](mailto:carmen.dykes@nrc.gov)).

STC-26-018 Notification of Acceptance to the Licensing Practices & Procedures (G-109) Course - Albany, NY: April 27-30, 2026 DATE March 11, 2026

DISTRIBUTION:

**ADAMS Accession No.: ML26069A548**

OFFICE	NMSS/MSST/SMPB			
NAME	AGiantelli	AG		
DATE	Mar 11, 2026			

***OFFICIAL RECORD COPY***