

United States Department of Agriculture



Natural Resources Conservation Service
National Water & Climate Center
1201 NE Lloyd Blvd., Suite 802
Portland, OR 97232

Subject: INV – 2009 Westwide Snow Survey Training School
January 11-16, 2009, Tahoe City, CA

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To:

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The 2009 Westwide Snow Survey Training School will be held January 11-16, 2009, at Granlibakken Conference Center, in Tahoe City, California.

The Tahoe area is expensive during the ski season, but we have secured a package rate that falls within the existing federal Per Diem/M&IE rate for the area. The rate is \$144.00 + tax per day, per person, and assumes two trainees per room. This rate includes three meals per day beginning with the evening meal on Sunday and ending at noon the following Friday. A higher rate is available for those attendees who may require a single room. A \$100.00 deposit per person is due at the time the reservation is made. Cancellations made less than thirty days prior to arrival are subject to forfeiture of deposit.

Participants who wish to bring family members or guests are welcome to contact the registration desk regarding prices and room availability. All attendees must stay at Granlibakken and participate in the meal package.

Attendees are expected to come prepared for outdoor, on-snow training sessions, and to bring all equipment necessary to be able to: 1) travel on foot over snow, and 2) stay out one night in a self-constructed snow shelter. Because of declining interest, an organized ski lesson will not be offered on Sunday.

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We are in the process of submitting the instructor list to NEDC, and are assigning topics and duties. Many of last year's instructors will be returning to teach again this year, and will probably teach the same topics. As a courtesy to the rest of the instructor cadre, and to set the proper example for the trainees, all NRCS instructors will be expected to be available on-site until the Friday morning sessions have been completed. All trainees are expected to be in attendance during the Friday sessions.

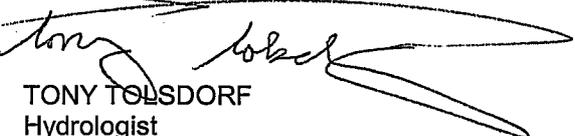
NRCS trainee names must be submitted through AgLearn. It is the trainee's responsibility to see that this is done. If you are aware of additional NRCS employees who need to be trained please contact that person's supervisor. Remember that there is no tuition fee to attend this training, but implications of the Fair Labor Standards Act (FLSA) and its budgetary impact relative to the mandatory portion of the training must be considered.

Each participant is responsible for making his or her own arrangements. Room reservations at Granlibakken may be made after October 15, 2008. Call the reservations desk at 1-800-543-3221. Cut off date is December 11, 2008.

Because the number of students will be limited to a maximum of 50 individuals, now is the time to begin contacting those cooperators and contractors that you feel should attend. **Non-NRCS attendees need to do three things:**

1. Inform you of their intent to attend the school.
2. Contact Jo Huelshoff at the National Water and Climate Center, at (503) 414-3031, with mailing address, phone number, etc. NEDC will mail information on local transportation and necessary outdoor equipment when they send out the binder and course material.
3. Make room reservation at Granlibakken using the number shown above.

We are looking forward to a good school and hope that this preliminary information will be helpful in discussions with potential participants. As more information becomes available, we will pass it on to you. Please don't hesitate to contact me at 503-414-3006 or tony.tolsdorf@por.usda.gov.



TONY TOLSDORF
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