



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

December 2, 2025

ALL AGREEMENT STATES
INDIANA, WEST VIRGINIA

NOTIFICATION OF ACCEPTANCE TO THE FUNDAMENTAL HEALTH PHYSICS LABS
(H-122L) COURSE (STC-25-059)

Purpose: To provide notification to the States of students selected to attend the U.S. Nuclear Regulatory Commission's (NRC) Fundamental Health Physics Labs (H-122L) course scheduled to be held January 12-16, 2026, in Chattanooga, TN.

Background: The NRC provides funding to the Agreements States for training and the associated travel.

Discussion: Students selected to attend the January 12-16, Fundamental Health Physics Labs (H-122L) course in Chattanooga, TN 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) 415-0113

E-MAIL: ASTrainingandtravel.Resource@nrc.gov

A handwritten signature in dark ink, appearing to read "Adelaide S. Giantelli", is positioned to the left of the typed name and date.

Signed by Giantelli, Adelaide
on 12/02/25

Adelaide S. Giantelli, Branch Chief
State Agreement 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

Fundamental Health Physics Labs (H-122L)

January 12-16, 2026

Chattanooga, TN

PARTICIPANT(S)	STATE(S)
*Mike Todd	CO
Visal Sovis	IL
Laela Pepin	KS
Morgan Nusser	KS
*Joshua Fincannon	NC
Sarah Hiles	NC
Chris Sanchez	NM
William Putnam	NM
*Ellen Isbell	OK
Matthew Rodriguez	OK
Taylor Sherry	PA
Rachel McCall Peeler	TN
Mike Ballou	TN
*Alyssa Thompson	TX CEQ
Bryan Woolf	UT
Austin Nowak	WI
Tracey Cotterell	WY

*Must complete H-122S by December 26th or you will be automatically withdrawn from the course

INSTRUCTIONS TO STUDENTS

ACCEPTANCE: Individuals listed in Enclosure 1 have been accepted for participation in the Fundamental Health Physics Labs (H-122L) course. This course is scheduled to be presented January 12-16, 2026, at the U.S. Nuclear Regulatory Commission (NRC) Technical Training Center (TTC). The TTC is located at 5746 Marlin Road, Suite 200, Osborne Office Center (near Eastgate Shopping Center) Chattanooga, Tennessee 37411-5677. The facility's telephone number is (423) 855-6500.

As a reminder, each student **must** complete the Fundamental Health Physics (H-122S) self-study course 4 weeks prior to attending the Lab course. You must complete **no later than December 26th** or you may be automatically withdrawn from this offering.

COURSE: Please note that the course begins at 8:00 a.m. eastern time on Monday, January 12th and ends at 12:00 p.m. eastern time on Friday, January 16th.

LODGING AND TRAVEL: Please plan to arrive on Sunday, January 11th, and depart on Friday, January 16th. Please plan to attend the course through the stated end time of 12:00 p.m. If there are no flights available that would allow you to arrive home before midnight on Friday, you may elect to depart early on Saturday, January 17th. In this event, NRC will provide reimbursement for hotel on Friday night and per diem on Saturday. Students need to 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.

Please complete the Travel Application Form which will be provided to you and submit to ASTrainingandtravel.Resource@nrc.gov, at your earliest opportunity, but **no later** than, Friday, January 2nd. The per diem for Chattanooga, Tennessee is \$117 for hotel and \$74 for meals and incidentals. The first and last day of travel is calculated at 75 percent. Students are responsible for their own transportation (taxi/uber/subway, etc.) between the hotel and the training center. 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.
- 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 will not arrive home by midnight on the last day of class.
- For personal vehicle, 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, January 23rd. 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 bases. Sign the NRC-64 and e-mail back to 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, Henry Lynn (henry.lynn@nrc.gov).

RECOMMENDED CHATTANOOGA, TN HOTELS

MUST BOOK THROUGH EL SOL

Aloft Chattanooga Hamilton Place
2090 Hamilton Place Blvd
Chattanooga, TN 37421
(423) 206-5400

Homewood Suite by Hilton
2250 Center St
Chattanooga, TN
(423) 510-8020

Hampton Inn
2014 Hamilton Place Blvd
Chattanooga, TN 37421
(423) 602-7840

Residence Inn, Hamilton Place
2340 Center St
Chattanooga, TN 37421
(423) 468-7700

TownPlace Suites
6801 Ringgold Rd
East Ridge, TN 37412
(423) 933-2700

Hampton Inn, East Ridge
623 Camp Jordan Parkway
Chattanooga, TN 37412
(423) 269-6600

STC-25-059 Notification of Acceptance to the Fundamental Health Physics Labs (H-122L) Course -
Chattanooga, TN: January 12-16, 2026 DATE December 2, 2025

DISTRIBUTION:

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DATE	Dec 2, 2025			

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