



The NOHVCC Annual Conference

The International Off-Highway Vehicle Administrators Association Annual Meeting and Conference

Manchester, NH

August 22 – 27, 2017

**Reading this packet in its entirety before registering will make your
registration process easier.**

The NOHVCC would like to extend its most sincere

Thank You

to our sponsors who have made this conference possible



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Mission Statements and Conference Goals

The 2017 National Off-Highway Vehicle Conservation Council (NOHVCC) and the International Off-Highway Vehicle Administrators Association (INOHVAA) joint conferences in Manchester, NH are part of the on-going mission of the NOHVCC to develop and provide a wide spectrum of programs, materials, and information or “tools” to individuals, clubs, associations, and agencies. This will be the 36th NOHVCC conference and the 15th joint conference.

These conferences create a communications forum through which land managers, enthusiasts, organizations, and industry can share information and experiences, participate in educational opportunities, and become partners in “*creating a positive future for responsible OHV recreation.*” It is also a great opportunity for education regarding current and future best management practices and to get recharged for the year ahead.

The National Off-Highway Vehicle Conservation Council is one of the founding members of the National Trails Training Partnership (NTTP). The purpose of NTTP; a voluntary association of national organizations and federal agencies including the Federal Highway Administration Recreational Trails Program, Bureau of Land Management, and United States Forest Service; is to encourage trail training and the sharing of resource information. The annual NOHVCC conference, held in conjunction with the INOHVAA, supports this purpose.

A Message from Russ Ehnes, Out-Going Executive Director, NOHVCC

Dear NOHVCC Friends,

We hope you will join us in New Hampshire in August for the 2017 NOHVCC and INOHVAA Annual Conferences where we will again offer an agenda rich with OHV management and advocacy successes from across the nation. But, this year will be different.

As most of you likely know by now, I am stepping down as Executive Director of NOHVCC to pursue other opportunities in off-highway vehicle recreation, including managing the Bull Run Guest Ranch near Great Falls, Montana. It has been a great honor to serve NOHVCC's board and partners, but after 20 years it is time for me to move on.

I am proud of what NOHVCC has become and of what we have all collectively accomplished, but I leave knowing that NOHVCC's future is bright. When I decided to leave it was important to me that the entire NOHVCC family understand why this is the time I chose. I leave now not because NOHVCC and its mission are no longer important to me, but because NOHVCC is in a strong position, and because I had flexibility to take several months after announcing my resignation to ensure that NOHVCC not only stays strong, but is also put in a position to grow.

NOHVCC has an outstanding staff in place that works tirelessly on behalf of OHV enthusiasts everywhere. NOHVCC is what it is today because of them. I will miss working with them on a day-to-day basis, but will forever have them as friends. One of the reasons I am comfortable leaving now is because their energy, commitment, and abilities ensure that NOHVCC will continue to thrive.

Another reason that I am sure that NOHVCC will flourish is that our old friend Duane Taylor has accepted the offer to become NOHVCC's next Executive Director. Duane has participated in 11 prior NOHVCC conferences as a guest and presenter. I am sure he is familiar to most who will read this letter. He will take over on June 1, and I know he will do an outstanding job to continue ongoing successes and to take NOHVCC in new and exciting directions. I have asked Duane to join me in writing a conference letter (you can find it below) this year as he will be in place when the conference occurs.

Lastly, I wanted to assure all my NOHVCC friends that you haven't seen the last of me. I intend to remain involved in OHV advocacy and to stay engaged with NOHVCC. I will always be here to lend a helping hand and to support the individuals and the organizations that comprise NOHVCC. I am confident in Duane and his abilities and look forward to working with him, as well as having the opportunity to participate in NOHVCC's conferences, workshops and meetings with a new perspective.

Thank you for this incredible 20-year opportunity to serve. It has been a great run and a great time.

Good luck, Duane. I hope you have an experience as richly rewarding as I have.

Sincerely,

Russ Ehnes

A Message from Duane Taylor, In-Coming Executive Director, NOHVCC

Dear NOHVCC Friends,

Wow, what an exciting time! Who would have believed during the 2016 NOHVCC annual conference that it would be Russ' last as NOHVCC Executive Director? I, for one, planned to lean on Russ to lead NOHVCC in perpetuity. But, I am happy about his new opportunity, and extremely grateful for all he has done and will continue to do in support of responsible OHV recreation.

As Russ noted above, I have accepted the position of NOHVCC Executive Director and will formally begin in that capacity on June 1; however, I have long been a supporter of NOHVCC, its mission, staff, board, and partners. My work with my current employers, the Motorcycle Industry Council (MIC), Specialty Vehicle Institute of America (SVIA), and Recreational Off-Highway Vehicle Association (ROHVA), has been so intertwined with NOHVCC and its efforts that I already feel like a part of the NOHVCC family. As such, it is with great honor and respect that I approach my new opportunity to serve.

For those less familiar with me, since 2005 I have worked in the powersports industry as Director of Federal Affairs for MIC, SVIA, ROHVA. My responsibilities included managing federal lobbying activities for the associations; developing and communicating industry policy positions to the U.S. Congress, federal agencies, and partners; researching and commenting on legislation and regulatory actions that impact the powersports industry; and creating and facilitating relationships with public and private sector partners that serve to advance industry goals.

In reality, I have relied upon NOHVCC partners and staff for support, ideas, and information over the last 12 years, and I am fully prepared to continue those relationships. The NOHVCC family represents the best and brightest the OHV community has to offer and I look forward to working with and learning from all of you.

While this year's conference will necessarily be different, it will be familiar at the same time. We will get to see and work with Russ, and the people who make up NOHVCC will still continue to do great things. And, like Russ, I will get the opportunity to see all that NOHVCC does from a different perspective.

I expect great challenges and hard work in my new role. Knowing the people of NOHVCC, I also expect a lot of support, encouragement and most of all fun!

See you in New Hampshire.

Sincerely,

Duane Taylor

A Message from Dan Kleen, President, NOHVCC

Hello Everyone,

The NOHVCC Board of Directors and I would like to invite and welcome you to the 2017 NOHVCC Conference and the INOHVAA Conference in Manchester, NH.

" Forward Momentum " is the theme for the 2017 NOHVCC Conference and we are very excited to be holding the conference in New Hampshire. The NOHVCC has been looking forward to hosting a conference in this beautiful part of the country and thanks to the hard work of many of our Northeastern NOHVCC State Partners we are proud to be here this year.

Please plan to join us for the Mobile Workshop at the Hopkinton-Everett Trails Area. It is a great opportunity ride and network with many of the NOHVCC and INOHVAA conference attendees. Please check your conference packet for signup information.

The NOHVCC Staff, Board and Partners have once again put together another very informative and interesting conference for 2017. The agenda is packed full of seminars by the leading OHV experts. No matter how long you have been involved in your OHV community, there will be something new for you to take home with you.

We welcome those who are new to our organization and conference. We look forward to meeting you. We are also excited to welcome back all of our good friends from around the United States, Canada, and other countries again this year as well.

We would like to say "Thank You" again to all of our sponsors who have helped make the 2017 NOHVCC and INOHVAA Conferences possible. We truly appreciate your support.

Please take a minute at the conference to thank our great NOHVCC Staff for all their hard work and dedication to the NOHVCC.

Thank You, for being an important part of our NOHVCC Team.

Ride Safe,

Dan Kleen

A Message from Chris Gamache, Chair, INOHVAA

Dear OHV Program Managers and staff;

I would like to invite you to the 2017 National Off-Highway Vehicle Conservation Council (NOHVCC) and International OHV Program Administrators Association (INOHVAA) conference in Manchester, New Hampshire from August 22-26th. This will be the fifteenth year that state and provincial OHV program managers formally meet as part of the NOHVCC annual conference. This conference will once again have both Administrators and Users at the same tables to go over items of mutual interest and provide for very valuable discussions and decisions about successes and issues that we all deal with in our respective jurisdictions. Though travel and budgets are something we all have to contend with, this meeting is more than worth the efforts to get there. Another important difference for this conference is that it will be developed and presented as a regional effort by New Hampshire, Maine, Vermont and Massachusetts (a New England effort). This is the first time a NOHVCC or INOHVAA meeting has been held in the Northeast U.S. and there will be sessions that address typical topics common in the western U.S. as well as sessions addressing other topics more common in the East and Mid-West. It is a great opportunity to see some different trail systems, terrain and local issues.

INOHVAA will meet to continue work on building and growing its organization along with participating with the NOHVCC conference. A lot of good work has been done over the last five years by INOHVAA members to formalize its organization. INOHVAA's purpose is to provide a network for OHV program managers to share information, ideas, and develop national strategies for managing safe, ethical, sustainable and high quality OHV recreational opportunities. This year we plan to continue to finalize a Trail Signing Guideline, get some resolutions or direction to address major safety and industry topics such as on-highway vehicle use, registration and funding updates and get further into uniform safety education ideas and noise compliance. This has been a busy year of topics for OHV manufacturers and many of our programs. OHV recreation continues to be a quickly growing sport and trying to keep ahead of issues will be important for all of us.

Thanks to all of the sponsors of the 2017 NOHVCC/ INOHVAA annual conference. This year sponsors include: the Right Rider Access Fund, the Motorcycle Industry Council (MIC), the Specialty Vehicle Institute of America (SVIA), the Recreational Off-Highway Vehicle Association (ROHVA), Polaris, Yamaha, KTM, Kawasaki, Honda, Husqvarna, the Federal Highway Administration, and Alta Motors.

We hope to see you all in my home state of New Hampshire!

Chris Gamache

Chair, INOHVAA
Chief, NH Bureau of Trails

CONFERENCE ACTIVITIES & TRAINING CONTENTS

Tuesday – August 22

- NOHVCC Board Meeting
 - INOHVAA Round Table discussion
- See page

Wednesday – August 23

- INOHVAA Annual Conference – Day One
- See pages

Thursday – August 24

- Mobile Workshop
 - Reception and dinner, INOHVAA awards
- See page

Friday – August 25

- INOHVAA Annual Conference – Day Two
 - NOHVCC Annual Conference – Day One
- See pages

Saturday – August 26

- NOHVCC Annual Conference – Day Two
 - Celebration Banquet
- See pages

Sunday – August 27

- Return travel

Conference Pricing:

- Main Conference
(Either the INOHVAA or the NOHVCC conference will be your main conference) \$390.00
- Additional Sessions
(The other conference will be the additional sessions) \$90.00
- OHV Program Manager Round Table \$30.00
- Thursday Mobile Workshop or Training \$70.00
- Discount for providing your own machine \$-35.00
- Discount for providing extra machines for you and others \$-70.00
- Club members attending single day session with lunch \$30.00
- Guests attending the Thursday night informal dinner \$35.00
- Guests attending the Saturday Celebration dinner \$40.00
- Guests – breakfast buffets \$21.00/meal
- Guests – lunch buffets \$21.00/meal

The INOHVAA conference is Wednesday through Friday and includes the Thursday Reception dinner. The NOHVCC conference is Thursday night through Saturday and includes the Thursday Reception dinner and the Saturday Celebration dinner. All other items, including the program managers' round table dinner, must be added as line items during the registration process.

Note1: Breakfast, lunch, and snacks are for registered attendees for their specific conference only. If you are not registered for a specific conference (INOHVAA vs NOHVCC) you are a guest during that time.

Note2: To get a discount for bringing machines, contact our home office at trailhead@nohvcc.org for a discount code that will be used during on-line registration. This is only if you bring a machine for your use and/or you bring more than 1 machine for your and others' use.

Note3: For your guests, the hotel does not offer a complimentary breakfast and lunch. Breakfast and lunch can be purchased in the hotel dining room or at nearby restaurants. If you would like your guest to join you during breakfast or lunch buffets, you will need to let us know ahead of time (for the correct meal counts) and you will be charged for the extra meals.

Travel Arrangements

If you are flying, you will want to fly into the Manchester-Boston Regional Airport (airport code MHT). The Radisson Hotel Manchester Downtown has a complimentary shuttle from the airport to the hotel.

The INOHVAA Program Managers' Round Table discussion and dinner begins at 5pm on Tuesday evening. The INOHVAA annual meeting begins first thing Wednesday morning. The mobile workshop will begin at or before the crack of dawn on Thursday morning. The NOHVCC conference sessions begin first thing Friday morning. **Please plan on arriving at the hotel at least a couple of hours prior to the session start or the day before.**

If you are a NOHVCC State or Associate State Partner - grants to cover conference travel (flying or driving) and lodging are available. There is 1 grant per State and it will go to the NOHVCC State Partner. If the State Partner is unable to attend, the grant will be passed to the Associate State Partner. Associate State Partners not receiving a grant and all other attendees are required to pay for their meals, travel, and hotel expenses. Other sources of funding (local clubs, state associations, etc.) should also be explored.

This year, up to 5 scholarships are available. While anyone can apply for a scholarship, the people with the most need for funding and who will get the greatest benefit from attending the conference will be given priority. Associate State Partners who have not been to a conference for several years and who are active in their States are encouraged to apply.

An Assisting Club member is a member of a local OHV club or state association who is actively assisting with the mobile workshop, such as a trail tour guide or sweep. We invite you to join us for the NOHVCC conference at a discounted rate. If you are a member of a local club or association and wish to participate in some of the conference events, choose an attendee type of A La Carte Club. This will allow you to pick and choose which portions of the conference you wish to attend. If you participate in the mobile workshop, we are assuming you will bring your own machine. Bringing additional machines will waive the cost of the workshop.

NOHVCC State Partners or Associates who qualify for a NOHVCC Travel Grant and scholarship recipients must make their own travel arrangements. If you are an Associate Partner traveling on a grant please contact the home office for a code for the grant.

Please submit a receipt for your airline ticket to the Great Falls Office at 427 Central Ave W, Great Falls, MT 59404 or e-mail to trailhead@nohvcc.org for reimbursement. If you are unable to prepay for your flight, please contact us at 800-348-6487 or by e-mail. You will need to provide information regarding the closest airport to you, flight times you can make, your full legal name, your birth date, etc. You might not make it through the airport security if we have to guess your information.

Please make your airline reservations as soon as possible. You will be responsible for any additional cost if flight arrangements have not been made prior to July 31st or if your itinerary has undue costs. NOHVCC Partners are responsible for the payment arrangements for any accompanying guests.

The NOHVCC grants and scholarships only cover the period of the conference. If you elect to participate in the optional pre-conference courses, mobile workshop, or come early or stay late for any other purpose, you are responsible for the additional costs of the hotel, food, etc.

You are expected to share a room. If you choose to take a single room or are sharing a room with a guest, you are responsible for the additional costs of the room.

If this is your **first conference**, you are invited to the new partner breakfast to get to know the board and the staff.

All State Partners and Associate State Partners are required to attend *all* the NOHVCC sessions including team time (if available). Please make your airline reservations accordingly. If this is a problem, please contact the Great Falls Office.

Those traveling by car will be paid *per gas receipts* only up to the cost of a three-week advance lowest fare category. Please mail your receipts to the Great Falls Office at 427 Central Ave W, Great Falls, MT 59404, after the conference for reimbursement. You must notify us at least 3 weeks in advance of your intention of driving.

Hotel Accommodations

This year's conference is at the Radisson Hotel Manchester Downtown 700 Elm Street, Manchester, NH 03101. NOHVCC is holding a block of rooms at the rate of \$132 per night plus tax for standard \$108 government rate plus tax for single or double rooms. Room reservations must be made prior to **July 14th** for the rates to apply. All rates are subject to change and do not include any tax.

There is limited space for trailer parking. If you are bringing a trailer, you must let us know ahead of time. We will need the length of the truck and trailer.

The Radisson Hotel provides complimentary high-speed wireless internet in the hotel rooms and lobby. **NOHVCC will make hotel reservations for all State Partners, Associate Partners, scholarship recipients, and their guests attending. You will be responsible for room charges prior to Thursday night and after Sunday. Your credit card will be charged for those nights stay and for single rooms.**

If you are making your lodging reservations, you may reserve your room by calling the hotel directly at (603) 625-1000. The group code is 'NOHVCC Annual Conference'. To book your reservation on-line, go to: <https://www.radisson.com/manchester-hotel-nh-03101/nhmanch>. Under the box for the number of rooms, select 'More Search Options'. A box will pop-up to allow you to enter a group code. The codes are:

NOHVCC – Government rate

NHVC17 – Group rate

Mobile Workshop Information

The mobile workshop will be offered on Thursday, August 24th. All participants must register for the workshop when you register for the conference. Participants must be in the hotel lobby ready to board the bus at 7:15 AM on Thursday. The bus will depart whether you are there or not.

The mobile workshop will be at the [Hopkinton-Everett Trails Area](#). There will be demonstrations of trail construction practices and equipment; guided tours of trails for off-highway motorcycles and ATVs; and new machine demos. The management tour will utilize ROVs.

The registration fee for each mobile workshop is \$70 if you ride a loaner machine, \$35 if you provide your own machine, or free if you provide at least 1 additional machine for others to ride (get the discount codes from trailhead@nohvcc.org). The \$70 fee includes breakfast, transportation between the hotel and the riding area, loaner motorcycle or ATV, gas for loaner machine, lunch, snacks, water and soft drinks. Each rider must supply safety gear (helmet, eye protection, gloves, long pants and long-sleeve jersey, over-ankle boots, etc.). Please let us know if you need assistance with the safety gear. If you plan to ride a loaner ATV you must provide proof that you have completed the ASI ATV Safety course.

Thanks to the support of Polaris, Honda, Yamaha, Alta Motors the local dealers and OHV club members, we will have a limited number of loaner ATVs and dirt bikes available. Register early to get your name on the loaner list. You may have to share a machine but other activities will be available.

Please note: You will be required to sign a release (several actually). You will be responsible for any significant damage to the machine. You will not be responsible for normal wear and tear or scratches. If you ride a loaner ATV you must have completed an ASI ATV Safety Course.

All machines must have a USFS-approved spark arrestor and a muffler that does not exceed 96 dbA when tested in accordance with SAE J1287. If you bring your own machine you will be responsible for transporting it to the workshop sites. If you are coming early or staying late to ride you will be responsible for complying with all applicable federal and state requirements.

Register before July 14, 2017. If you have questions contact us at trailhead@nohvcc.org.

Click [here](#) to go to the online registration

If you are a NOHVCC Associate State Partner and using the travel grant or are getting a mobile workshop machine discount, make sure you contact NOHVCC at trailhead@nohvcc.org prior to registration to get a discount code.

Failure to register and book hotel prior to July 14th may result in increased charges for hotel rooms and conference meals which will be passed on to you.

We look forward to seeing you in New Hampshire!

Agenda items and descriptions to be added in June.