

West Virginia University Airplane Reservation Form

1. General business purpose for trip: Request from Governor Jim Justice
2. Department contact/ phone number: Clay Marsh/ [REDACTED]
3. Destination airport (if known): Yeager
4. Destination address: Capitol

Leg:	Trip date:	Departure City:	Departure Time:	Arrival City:
1	3/13/17	Morgantown, WV	8:30am	Charleston, WV
2	3/13/17	Charleston, WV	1:30	Morgantown, WV
3				
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	Clay B. Marsh	[REDACTED]	HSC/VP	HSC	Request from Governor Justice and COS to meet with HSC and new Cancer Center Director	2
2	Richard Goldberg	[REDACTED]	HSC/VP <i>Cancer Institute</i>	HSC	Request from Governor Justice and COS to meet with HSC and new Cancer Center Director	2
3	Denver Allen	[REDACTED]	HSC/VP <i>Cancer Institute</i>	HSC	Request from Governor Justice and COS to meet with HSC and new Cancer Center Director	2
4	Chris DeBord		VP Talent and Culture	HR	attend meeting during the WV legislative session at the request of Senator Ryan Weld. Senator Weld introduced a bill which would allow state agencies the opportunity to purchase insurance from private providers or create self-insurance programs. He requested officials from WVU and WVU Medicine to attend.	2
5	Ben Gerber	[REDACTED]	Vice President, Payor Strategy and Contracting	WVU Health System	Attend meeting during the WV legislative session at the request of Senator Ryan Weld. Senator Weld introduced a bill which would allow state agencies the opportunity to purchase insurance from private providers or create self-insurance programs. He requested officials from WVU and WVU Medicine to attend.	2
6	Rob Alsop, VP Legal Services		<i>Drove instead. Did not fly.</i>	Joyce and Rob will be joining WVU Dean Dan Robison to a		2
7	Joyce McConnell Provost, Academic Affairs			lunch meeting, hosted by the Governor. The topic is to discuss Davis College and their work in the natural resources		2

sector, and how that may spur economic growth in the entire state

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5. Lead passenger name / cell number: Clay Marsh/ [REDACTED]

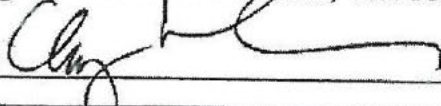
6. Ground transportation:

- No ground transportation required.
- I prefer to set up my own ground transportation.
- I prefer to have LJ Aviation set up ground transportation. Details: _____

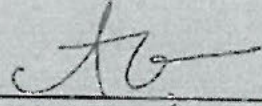
7. Catering:

- No catering required.
- Catering is required. Details: _____

8. Signature of WVU President, Vice President, Chancellor or designee:

X  Printed: Clay B. Marsh Date: 3-10-17

For internal use:

9. Approved by WVU President's Office:  Date sent to LJ Aviation: 3-10-17
Printed name: Amy Garbrick Updated: 12/29/2014