



Nearly \$2 Billion and Counting for our Schools

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GOVERNOR Christopher T. Sununu
CHAIRMAN Debra M. Douglas
COMMISSIONER Paul J. Holloway
COMMISSIONER David L. Gelinis
EXECUTIVE DIRECTOR Charles R. McIntyre

December 4, 2017

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

The New Hampshire Lottery Commission requests to place an item on the Consent Calendar.

The New Hampshire Lottery Commission requests authorization to enter into an Educational Tuition Agreement and to pay costs not to exceed \$2,456.00 in FY 2018 as follows:

INSTITUTION:	Granite State College 25 Hall Street Concord, NH 03301
COURSES:	a. Project Management Strategies MGMT 626 b. Brand Management MKTG 615
COURSE DATES:	January 8, 2018 – March 30, 2018
EMPLOYEE:	Travis Emerson Retail Relations Supervisor
ACCOUNT:	Funds to be encumbered from New Hampshire Lottery Commission, Lottery Division Account FY 18: 06-083-083-830013-20280000 Training 066-500544
TOTAL COURSES COST:	\$2,456.00
STATE SHARE:	\$2,456.00
SOURCE OF FUNDS:	Lottery Fund



Live Free or Die

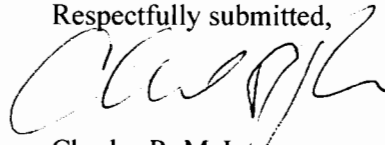
New Hampshire Lottery Commission 14 Integra Drive Concord, New Hampshire 03301
TEL 603.271.3391 FAX 603.271.1160 TDD 1.800.735.2964 www.nhlottery.com

His Excellency, Governor Christopher T. Sununu
and the Honorable Council

EXPLANATION

We request permission for Travis Emerson, Retailer Relations Supervisor, to participate in two courses offered at Granite State College. The Project Management Strategies component will be fundamental to Travis' activities in planning and promoting Lottery programs around the State by developing skills to plan initiatives and supervise promotions. Further, his education in Brand Management will become a critical asset as the Lottery expands into new markets and forms of game play. Travis's participation in these courses is expected to benefit the agency by improving efficiencies in launching new initiatives, creating stronger relationships with Lottery Retailers, and increasing revenues to the Education Trust Fund.

Respectfully submitted,



Charles R. McIntyre,
Executive Director

CRM:cn
Attachments



Live Free or Die

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TEL 603.271.3391 FAX 603.271.1160 TDD 1.800.735.2964 www.nhlottery.com



Over \$1.7 billion to education

REQUEST FOR TUITION ASSISTANCE

Employee

Name: Travis Emerson

Title: Retail Relations Supervisor

Educational Institution

Name: Granite State College

Address: 25 Hall St. Concord, NH 03301

Course Information

Title: Project Management Strategies MGMT 626

Dates From: 1/8/18 To: 3/30/18

Cost: 1228.00

Description:

This course examines tools and methods used to manage projects of varying size and scope. It explores how these tools can be deployed to plan, schedule, and execute projects from start to finish. Topics include cost, risk, and quality management frameworks. Students will be introduced to the roles and responsibilities of project and program managers in various settings.

Justification and job relevance:

This course will be utilized to learn how to effectively manage a project in our business environment. It will teach how to plan, budget and execute a plan to completion and provide a framework to how projects can be effectively managed. In the Sales Department, we are tasked with project frequently. Having this knowledge will make me more efficient and allow me to finish projects in a more accurate and complete manner without having to seek as much guidance through the process.

I have read the Education Tuition Assistance Document (Current as of 12/1/14) and agree to the terms.

Employee Signature: [Signature]

Date: 11/21/17

Approvals Supervisor: <u>[Signature]</u> Deputy/Executive Director: <u>[Signature]</u> Governor & Council: _____
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REQUEST FOR TUITION ASSISTANCE

Employee

Name: Travis Emerson

Title: Retail Relations Supervisor

Educational Institution

Name: Granite State College

Address: 25 Hall St. Concord, NH 03301

Course Information

Title: Brand Management MKTG 615

Dates From: 1/8/18 To: 3/30/18

Cost: 1228.00

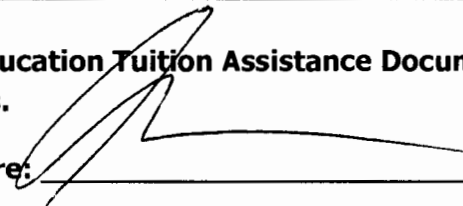
Description:

This course introduces the role and philosophy of brand management in the strategic marketing process. Students learn to establish brand positioning and values, design branding strategies, and grow and sustain brand equity. Topics include the strategic brand building process, segmentation, and positioning for building brands, consumer behavior and building brand equity.

Justification and job relevance:

By taking this course I will learn more about brand management, an important skill to have in an evolving business. As we move into new types of retailers when we expand into Keno 603 and iGaming, brand management will be important as we build these new relationships. This class will also benefit the strategic planning and preparation for both the Sales Office and retailer promotions.

I have read the Education Tuition Assistance Document (Current as of 12/1/14) and agree to the terms.

Employee Signature: 

Date: 1/26/18

Approvals

Supervisor: 

Deputy/Executive Director: 

Governor & Council: _____



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EDUCATION TUITION AGREEMENT

Agreement dated this 30th day of November 2017 by and through the New Hampshire Lottery Commission (hereinafter referred to the "State" and Travis Emerson hereinafter referred to as the "Recipient").

The State and the Recipient do hereby mutually agree as follows:

1. The State shall pay to the named institution the sum of 2,456.00, which monies shall be used for the purpose of enrolling the Recipient in: **Project Management Strategies & Brand Management**, which course(s) are being offered by Granite State College and which course (s) shall commence on January 8, 2018 and terminate on March 30, 2018.
2. The Recipient shall complete and achieve a passing grade in each course named in paragraph 1.
3. Should the recipient fail to complete or achieve a grade of B or better in each course named in paragraph 1, the Recipient shall pay to the State the sum set forth in paragraph 1, provided, however, that if more than one course is named in paragraph 1, the amount which shall be paid to the State shall be calculated on a pro rata basis.
4. Upon the satisfactory completion of the courses named in paragraph 1, the Recipient shall continue to be an employee of the State in his/her current position (or in such other position, at equal or greater compensation, to which he/she may be assigned) for a period of 12 months.
5. Should the recipient breach any of the conditions set forth in the paragraphs above, the Recipient shall pay to the State a sum equal to all monies previously paid by the State for the Recipient pursuant to the Agreement, provided, however, that the Recipient shall receive a credit for each month in which he/she is employed by the State subsequent to the date upon which the named course (s) are satisfactorily completed, the value of said credit to be calculated on a pro rata basis.
6. The Recipient shall not raise any setoff or counterclaim against the State in any action brought by the State to collect any amount due under this agreement.
7. Should any amount be found to be due the State in any action brought against the Recipient pursuant to this Agreement, the State shall, in addition to said amount, be entitled to an award of costs and a reasonable amount in "attorney" fees.

IN WITNESS WHEREOF the representative of the State, in his/her official capacity only, and without personal liability, and the Recipient, has hereunto set their hands on the date first above written.

RECIPIENT

EXECUTIVE/DEPUTY DIRECTOR

STATE OF NEW HAMPSHIRE COUNTY OF MERRIMACK

On this the 16th day of December, 2017, before me, Travis Emerson the undersigned officer, personally appeared, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes herein contained.

In witness whereof I hereunto set my hand and official seal.

Notary Public/Justice of the Peace

