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Jeffrey A. Meyers  
Commissioner

Lisa M. Morris  
Director

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
*DIVISION OF PUBLIC HEALTH SERVICES*

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May 15, 2018

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

**REQUESTED ACTION**

Authorize the Department of Health and Human Services, Division of Public Health Services, Bureau of Laboratory Services to pay the Association of Public Health Laboratories (APHL), 8515 Georgia Avenue, Suite 700, Silver Spring, MD 20910-3403, (Vendor #170491-R001), an amount not to exceed \$4875.00, for the annual membership dues, effective July 1, 2018 through June 30, 2019. 100% General Funds.

Funds are available in the following account for SFY 2019.

**05-95-90-903010-7966 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF LABORATORY SERVICES, PUBLIC HEALTH LABORATORIES.**

Fiscal Year	Class/Object	Class Title	Job Number	Total Amount
SFY 2019	026/500251	Organizational Dues	90059000	\$4,875.00

**EXPLANATION**

The Association of Public Health Laboratories (APHL) is a national nonprofit organization dedicated to working with its members to strengthen and support public health laboratories. Its mission is to promote the role of public health laboratories in shaping state, national, and global health objectives, and to promote policies, programs and technologies that assure continuous improvement in the quality of laboratory practice and health outcomes. The Association strives to provide public health laboratories with the resources and infrastructure needed to protect the health of the nation, and to prevent and control disease globally.

In collaboration with its members, the Association advances quality laboratory practice, trains tomorrow's laboratory leaders, and supports laboratory emergency preparedness and infectious disease surveillance and outbreak response, including foodborne disease outbreaks. Through cooperative agreements with the Centers for Disease Control and Prevention (CDC), funds are made available to the Association to fund the participation of

laboratory partners in projects that are of importance to public health, the State of New Hampshire, and the Centers for Disease Control and Prevention.

Listed below are answers to standard questions required for Governor and Council organization dues and membership approval submissions:

Q 1. How long has this organization been in existence and how long has this agency been a member of this organization?

A. The American Public Health Association formed the Committee of Laboratories in 1899. The organization was renamed the Association of Public Health Laboratories (APHL) in 1998. New Hampshire Public Health Laboratories became a member in 1952.

Q 2. Is there any other organization, which provides the same or similar benefits, which your agency belongs to?

A. No, this agency is unique and specific for public health laboratories.

Q 3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?

A. All fifty States, plus county and local public health departments, and US territories belong to the organization. The New Hampshire Department of Health and Human Services is the sole New Hampshire agency with membership to this organization.

Q 4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc.)

A. Annual dues for members of the American Public Health Association are determined by the Board of Directors, based on population.

Q 5. What benefit does the state receive from participating in this membership?

A. The Association of Public Health Laboratories provides staff to advocate in Washington, DC for national issues of public health and public health laboratory significance. For small states such as New Hampshire that do not have a Washington, DC office, the Association of Public Health Laboratories legislative staff provide timely briefings to state laboratory officials on congressional activities, and non-partisan advocacy on public health issues, such as funding for laboratory emergency response, infectious disease control, and foodborne disease outbreaks. Given that more than half of the public health laboratories' operating budget comes from federal sources, the Department's participation with the Association of Public Health Laboratories is vital to maintain our ability to continue to receive federal grants and funding for these programs.

The Association of Public Health Laboratories provides technical support and helps New Hampshire apply for and obtain federal grants that are helping the laboratory in the development and implementation of its strategic priorities, and the Association provides supplemental funding for these priorities, such as funding to implement rapid molecular testing for tuberculosis.

The Association of Public Health Laboratories provides funding for travel to trainings and national meetings. The Association provides both webinar training and "hands-on"

laboratory training for a variety of public health laboratory topics including Zika testing, molecular virology testing, and laboratory biosafety.

The Association of Public Health Laboratories provides direct funding for travel and training for laboratory staff through its Emerging Laboratory Leadership Program. In the past five years, four supervisors and a mid-level manager have participated in this program from the NH Public Health Laboratories.

The Association of Public Health Laboratories serves as a clearinghouse for state public health laboratories to confidentially share best practices with each other and to provide training and information to administrative staff on such topics as the laboratory efficiency initiative, funding, improving procurement strategies, and advocating for public health laboratories. In planning and preparing for pandemics, the Association facilitates the prompt dissemination of information to public health laboratories by coordination of conference calls and meetings between subject matter experts at the Centers for Disease Control and Prevention and the public health laboratories.

The Association of Public Health Laboratories organizes through its members, who include all 50 States, technical upgrades on instrumentation and discounts on service agreements by providing a larger customer base for competitive bids.

Q 6. Are training or educational/research materials included in the membership? If so, is the cost included? Explain in detail.

A. Yes, the Association of Public Health Laboratories provides educational webinars at no additional cost to its members. The Association provides funding for travel, hotels and all training costs associated with technical laboratory-specific educational trainings.

Q 7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.

A. No, the membership is not required to apply for federal grants. However, the Association of Public Health Laboratories provides guidance and information sessions to assist the NH Public Health Laboratories in its applications for federal grants, including a recent funding opportunity to obtain funding from CDC for dedicated Biosafety Officer position for each state laboratory.

Q 8. Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership-supported trips.

A. Other than as noted under Question 5 above, travel is not included in the membership fee. However, the benefits of membership with the Association of Public Health Laboratories provides opportunities to apply for scholarship funding for travel and training of management staff, technical training for laboratory instrumentation and laboratory procedures, training of emerging leaders, and quality improvement activities. In the previous State Fiscal Year, the Association paid for all, or a portion of, 24 trainings and activities, supporting 29 Division staff members.

Q 9. Which State agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization.

A. The Public Health Laboratories' Director, Dr. Christine Bean, is the past-President of the Association of Public Health Laboratories. Four member-associates are complimentary with the state public health institutional membership and those associates are Dr. Lucio Barinelli, Dr. Fengxiang Gao, Amanda Cosser, and Jill Power. One additional member associate will be added this year, James Chithalen for an additional cost of \$125.00 which is added to the State Dues of \$4750.00, for a total cost of \$4875.00.

Q 10. Explain in detail any negative impact to the State if the Agency did not belong to this organization.

A. Should Governor and Executive Council not authorize this request, New Hampshire will have to terminate its membership. Technical training, and planning and preparing for disease outbreaks and pandemics, will be reduced, which may reduce the State's capacity and capability to response to disease outbreaks and emergencies.

Area served: Statewide.

Source of Funds: 100% General Funds.

Respectfully submitted,



Lisa M. Morris  
Director

Approved by:



for Jeffrey A. Meyers  
Commissioner



# INVOICE

Invoice Date: May 7, 2018

**Bill To:**

New Hampshire Public Health Laboratories  
**Attn: Christine Bean**  
NH Division of Public Health Services  
29 Hazen Drive  
Concord, NH 03301

**Description:** APHL membership dues, July 1, 2018 – June 30, 2019. To remain a member in good standing, please make payment before June 30, 2018. On the supplemental form enclosed with your invoice, please provide current contact information, or any changes, for your laboratory's member-associates.

Public Health Institutional - State Dues .....	<b>\$4,750.00</b>
4 Complimentary Member-Associates.....	<b>Included</b>
Additional Member-Associates.....	<b>\$125.00/each</b>

**Current Member-Associates:** Lucio Barinelli; Fengxiang Gao; Jill Power; Amanda Cossar; James Chithalen

**Calculate total dues and remit payment with a copy of your invoice to:**

**APHL**  
**Attn: Membership**  
**P.O. Box 79117**  
**Baltimore, MD 21279-0117**

For credit card payments, you may fill out this form and fax it back to 240.485.2700 or call Drew Gaskins, Membership Specialist, at 240.485.2733, to provide payment information over the phone.

**We DO NOT accept credit card information via email. Invoices received via email with credit card information will not be processed.**

Card Number: _____	Exp. Date: _____
Card Holder Name: _____	Card Type: _____
Signature of Card Holder: _____	o Visa/MC
	o Amex

**TAX ID # 52-1800436**

**Total: \$ 4,875**

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