



Jeffrey A. Meyers
Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF THE COMMISSIONER

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July 10, 2019

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, to enter into an educational tuition agreement and to pay said costs in an amount of \$3,000.00 as follows:

Institution:	The Dartmouth Institute 74 College Street Vail Building, room 715 Hanover, NH 03755
Course Title(s):	Masters of Public Health Degree Program (YR2)
Course Date(s):	Begin: 08/06/2019 End: 06/20/2020
Employee:	Laural Dillon
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$40,560
State Share:	\$3,000.00
Source of Funds:	Employee Training, 25% Federal, 75% General

EXPLANATION

The coursework required for Laural Dillon to obtain her Master's in Public Health (MPH) will benefit the Department by allowing her to better guide the operations of the Oral Health Program. Coursework will increase Ms. Dillon's understanding of the complexities of the government system upon which the program relies. This knowledge is important in designing and carrying out program activities, which focus on improving the oral health needs of NH residents. As a program that relies heavily upon evidence and data to inform decisions and strategies for program development, a MPH will give her the added knowledge and expertise to continue the promotion of the Oral Health Program into the future.

Laural Dillon has been employed by the Department of Health and Human Services (DHHS) for 2 years and is currently the Acting Oral Health Program Director in the Division of Public Health Services, Chronic Disease Section. Duties entail supporting the promotion of oral health education to the public through our multiple partners and stakeholders.

The Department of Health and Human Services encourages and supports employees who wish to further their professional growth through continuing education in disciplines that are mutually advantageous. Successful completion of the program will add to the overall strength of the Department to perform its mission to the residents of New Hampshire.

This course will not be taken on State time.

Attached is a fully executed Tuition Agreement for your review.

Respectfully submitted,



Jeffrey A. Meyers
Commissioner



THE STATE OF NEW HAMPSHIRE
EDUCATIONAL TUITION AGREEMENT

Agreement dated this 8th day of July, 2019 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and Laural Dillon (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 \$3,000.00, which monies shall be used for the purpose of enrolling the Recipient in: Masters of Public Health Degree Program (course name), which course(s) is being offered by The Dartmouth Institute and which course(s) shall commence on August 6, 2019 and terminate on June 20, 2020.
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 passing grade 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 in the employ 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 six (6) months.
5. The Recipient shall work in any area of the State to which he/she may be assigned, provided that such assignment will not constitute a severe hardship to said Recipient.
6. Should the Recipient breach any of the conditions set forth in paragraphs 4 and 5, 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.
7. 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.
8. 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 representatives of the State, in his/her official capacity only, and without personal liability, and the Recipient, have hereunto set their hands on the date first above written.

RECIPIENT

(signature)

[Handwritten signature of Laural Dillon]

(printed name) Laural Dillon

NOTARY State of New Hampshire, County of Merrimack:

On this the 8th day of July, 2019, before me, Ellen Macneil the undersigned officer, personally appeared, Laural Dillon (recipient) 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.

[Handwritten signature of Ellen Macneil]

ELLEN M. MACNEIL - Notary Public State of New Hampshire

Notary Public/Justice of the Peace My Commission Expires March 13, 2020

THE STATE OF NEW HAMPSHIRE

(signature) [Handwritten signature of Lori Weaver]

(date) 7.15.19

(printed name, title) Lori Weaver

ed.agreement Laural Dillon 7-10-19 Associate Commissioner