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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION FOR CHILDREN, YOUTH & FAMILIES

Jeffrey A. Meyers  
Commissioner

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Christine Tappan  
Interim Director

October 30, 2017

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 for Children, Youth, and Families to pay an annual membership fee to the Association of Administrators of the Interstate Compact on Adoption and Medical Assistance, Washington, D.C. (Vendor #170420 B001) in the amount of \$5,000.00, effective January 1, 2018 through December 31, 2018, upon Governor and Executive Council approval. Funds are available in the following account:

**05-95-42-421010-29560000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, OFFICE OF DIRECTOR - DCYF**

State Fiscal Year	Class/Object	Class Title	Job #	Amount
2018	026-500251	Memberships	42105840	\$5,000.00

**EXPLANATION**

The above action is requested to renew the Division's membership in the Association of Administrators of the Interstate Compact on Adoption and Medical Assistance. The purpose of this Association is to connect all states to facilitate medical and supportive services for children who are eligible for adoption assistance.

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

1. How long has this organization been in existence and how long has this agency been a member of this organization?
  - A. In 1986, states which had passed legislation making the ICAMA (Interstate Compact on Adoption and Medical Assistance) law in their states formed the Association of the Interstate Compact on Adoption and Medical Assistance (AAICAMA) to enhance the administration of the compact and strengthen protections for interstate adopted children or adopted children moving out of state.

AAICAMA is a nonprofit organization comprised of member states working with child welfare agencies, tribes, and adoptive parents to facilitate and support special needs adoption. The association provides educational and technical assistance to enhance states' capacity to achieve timely permanency and needed services for adoption assistance-eligible children.

AAICAMA facilitates the effective and efficient administration of the compact, addresses issues related to the provision of medical and post-adoption services across state lines, and works to develop and implement sound interstate policy and practice for children eligible for adoption assistance. Through AAICAMA, members work jointly with special needs to find ways to enhance adoption opportunities for children.

AAICAMA members work together in committees to effect practical changes in the day-to-day administration of the compact. AAICAMA regularly provides training to state staff.

The New Hampshire Division for Children, Youth and Families (DCYF) has been a member of this organization since its implementation in 1986.

2. Is there any other organization, which provides the same or similar benefits, which your agency belongs to?
  - A. AAICAMA is the only organization that DCYF belongs to that provides these types of benefits.
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 states are members. The NH Division for Children, Youth and Families is the only member for and from New Hampshire.
4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc)
  - A. Standard fee for all states.
5. What benefit does the state receive from participating in this membership?
  - A. AAICAMA provides technical assistance to states and agencies on issues pertaining to the administration of the ICAMA. These issues include the provision of Medicaid to eligible children who move to or are placed in a new state, title IV-E and state-funded adoption assistance, and the effect of new federal legislation on the administration of the compact.
6. Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.
  - A. Training is one of the services provided to members by AAICAMA and all trainings and materials are included in the annual membership.
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, however, as a result of participation, NH DCYF has become aware of federal funds that are available for unique Child Welfare Initiatives.
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. The membership fee does not cover the costs of any travel related to this organization.
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 Division has two representatives:
    1. Christine Tappan, Interim Director of the Division for Children, Youth and Families
    2. Catherine Meister, Adoption Supervisor

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

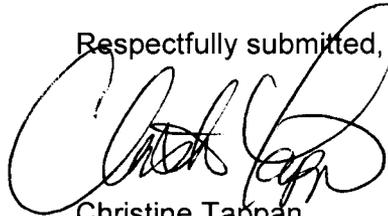
- A. Should Governor and Council not approve this request, it would hinder the ability for the Division to facilitate medical and supportive services for NH children who are eligible for adoption assistance when they move out of state. It is the responsibility of NH DCYF to promote practices and policies to ensure that all NH children who are eligible for adoption assistance receive uninterrupted supportive services in the state where they reside.

Geographic Area: Statewide

Source of Funds: 50% Federal and 50% General Funds.

In the event that the Federal funds become no longer available, General funds will not be requested to support this program.

Respectfully submitted,



Christine Tappan  
Interim Director

Approved by:



Jeffrey A. Meyers  
Commissioner



The Association of Administrators of the Interstate Compact on Adoption and Medical Assistance, Inc.

# INVOICE

January 1, 2018 through December 31, 2018



These dues are an allowable title IV-E administrative cost subject to federal financial participation.

**TO:**

Catherine Meister  
Adoption Program Supervisor  
Division for Children, Youth and Families  
Dept. of Health and Human Services  
129 Pleasant St.  
Concord, NH 03301

**New Hampshire Assessment for January 2018– December 2018: \$5,000.00**

**Invoice Number: 18NH1000**

**Payment**

**Payment Methods**

**Check**

Make check payable to:  
AAICAMA  
The Association of Administrators of the Interstate Compact on Adoption and Medical Assistance

Mail checks to:  
AAICAMA  
3333 19<sup>th</sup> Street, NW  
Suite 400  
Washington, DC 20036

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**Credit Card**

AAICAMA can accept payments by credit card.  
To receive an invoice by pay by credit card contact us by email at [dues@aaicama.org](mailto:dues@aaicama.org).

AAICAMA has adopted the method of credit card payment and processing of the card.  
Payments made through this system allow the card holder to directly enter the card information  
into a secure database.  
No information is exchanged by email or paper.  
AAICAMA will not have access to the card number or expiration date.

Federal ID Number: 52-1479559