



Nancy L. Rollins Associate Commissioner

STATE OF NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES DIVISION OF COMMUNITY BASED CARE SERVICES

BUREAU OF BEHAVIORAL HEALTH

105 PLEASANT STREET, CONCORD, NH 03301 603-271-5000 1-800-852-3345 Ext. 5000 Fax: 603-271-5058 TDD Access: 1-800-735-2964

September 9, 2013

Her Excellency, Governor Margaret Wood Hassan and the Honorable Council State House Concord, NH 03301

100% General huds

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division of Community Based Care Services, Bureau of Behavioral Health to amend an agreement, Purchase Order number 1017024, with Attorney Steven P. Bunker, (vendor code 167573-B001), to provide legal services by increasing the price limitation \$55,800, from \$87,942 to an amount not to exceed \$143,742 effective October 2, 2013, or date of Governor and Executive Council approval, whichever is later. This agreement was originally approved by Governor and Executive Council on May 25, 2011, item number 90 and subsequently amended on April 18, 2012, item number 72 and June 19, 2013, item number 116. Funds to support this request are available in the following account.

05-95-92-920010-7003 HEALTH AND SOCIAL SERVICES, DEPT. OF HEALTH AND HUMAN SVCS, HHS: BEHAVIORAL HEALTH – DIV OF, DIV OF BEHAVIORAL HEALTH, COMMITMENT COSTS

Fiscal Year	Class/Object	Class Title	Modified Amount	Increase Amount	Modified Amount
2012	102-500731	Contracts for Program Services	\$21,744	\$ 0	\$21,744
2013	102-500731	Contracts for Program Services	22,054	0	22,054
2014	102-500732	Contracts for Program Services	22,072	27,900	49,972
2015	102-500732	Contracts for Program Services	22,072	27,900	<u>49,972</u>
			\$87,942	\$55,800	\$143,742

Her Excellency, Governor Margaret Wood Hassan and the Honorable Council September 9, 2013 Page 2

EXPLANATION

The purpose of this request is to provide legal services to individuals subject to involuntary emergency admission at probable cause hearings held in the 6th Circuit Court – District Division – Franklin. Franklin Regional Hospital is opening a designated receiving facility in October. A designated receiving facility is the only type of unit, other than New Hampshire Hospital, that can accept patients who are being committed against their will. Individuals subject to involuntary admission have an unconditional right to legal counsel at such hearings or upon readmission to a designated receiving facility as provided in RSA 135-C:22 and He-M 609. Reimbursement for these expenses has been included in the budget of the Bureau of Behavioral Health.

The rate of reimbursement for this service was established by the Bureau of Behavioral Health in Fiscal Year 2004, to be paid on a per case rate rather than the hourly fee for service rate established by the New Hampshire Supreme Court in indigent defense cases. Previously, counsel have been appointed by the courts and have billed the Bureau of Behavioral Health at \$60 per hour, the rate for appointed counsel in indigent defense cases. This contract reduces the State's expenses for providing this service by reimbursing Attorney Bunker at the rate of \$62 per case.

Attorney Bunker was the only respondent to a notice posted on the Bureau of Behavioral Health website on August 16, 2013 for two weeks, requesting letters of interest in providing this service for individuals at Franklin Hospital. Attorney Bunker was selected because of his topic related expertise, prior contracting experience with the Bureau of Behavioral Health and his availability to attend scheduled court hearings. The Bureau of Behavioral Health currently contracts with Attorney Bunker to provide legal representation at probable cause hearings at the 6th Circuit Court – District Division – Concord. Attorney Bunker's resume is attached.

Should Governor and Executive Council determine not to approve this request the State will not be able to commit people who are mentally ill and dangerous to Franklin Regional Hospital. The state and federal constitutions require representation by an attorney before the State can deprive a person of their liberty.

Area served: statewide.

Source of funds: 100% General Funds.

Respectfully submitted,
Nancy L. Rollins

Nancy L. Rollins

Associate Commissioner

Approved by:

Nicholas A. Toumpas

Commissioner

AMENDMENT

This Agreement (hereinafter called the "Amendment") dated this 6th day of September 11, 2013, by and between the State of New Hampshire acting by and through its Division of Community Based Care Services of the Department of Health & Human Services (hereinafter referred to as the "Division") and Attorney Steven Bunker, an individual contractor, (hereinafter referred to as the "Contractor").

WHEREAS, pursuant to an agreement (hereinafter called the "Agreement"), dated 19th day of June, 2013, the Provider agreed to perform certain services upon the terms and conditions specified in the Agreement and in consideration of payment by the Division of certain sums as specified therein;

WHEREAS, pursuant to the provisions of Section 18 of the Agreement, the Agreement may be modified or amended only by a written instrument executed by the parties thereto and only after approval of such modification by the Governor & Council, or amendment;

WHEREAS, the Provider and the Division have agreed to amend the Agreement in certain respects;

NOW THEREFORE, in consideration of the foregoing, and the covenants and conditions contained in the Agreement and set forth herein, the parties hereto do hereby agree as follows:

1. Amendment and modification of Agreement:

The Agreement is hereby amended as follows:

- 1.1 Amend Section 1.8 of the General Provisions by replacing \$87,942 with \$143,742.
- 1.2 Add to Exhibit A, Scope of Services, paragraph 1.8:
 The Contractor shall represent all individuals scheduled for involuntary emergency admission hearings held in the 6th Circuit Court District Division Franklin as scheduled by the Court.
- 1.3 Replace Exhibit B, Methods and Conditions of Payment, paragraph 1 with the following: Subject to the availability of State funds, and in consideration for the satisfactory completion of the services to be performed under this Agreement, the State shall pay the Contractor the sum of \$62.00 per case for professional services rendered pursuant to this agreement. The total of the payments made pursuant to this Agreement shall not exceed \$143,742, the price limitation set forth in block 1.8 of the General Provisions.
- 2. Effective Date of Amendment:

This Amendment shall be effective October 2, 2013, or date of Governor and Executive Council approval, whichever is later through June 30, 2015.

3. <u>Continuance of Agreement:</u>

Except as specifically amended and modified by the terms and conditions of this Amendment, the Agreement and the obligation of the parties thereunder shall remain in full force and effect in accordance with the terms and conditions set forth therein.



IN WITNESS WHEREOF, the parties have hereunto set their hands as of the day and year first above written.

STATE OF NEW HAMPSHIRE

Division of Community Based Care Services

Ву	Nancy L. Rollins Associate Commissioner
Ву	At Brushar

State of New Hampshire County of Merrimack

On this the <u>It</u> day of <u>September</u> 2013, before me, Donna E. Walker, the undersigned officer, personally appeared Steven P. Bunker, who executed the foregoing instrument by signing his name.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Donna & Ward Notary Public

My Commission expires:

DONNA E. WALKER

Notary Public, State of New Hampshire
My Commission Expires April 18, 2017

Approved as to form, execution and substance:

OFFICE OF THE ATTORNEY GENERAL

Jeanne P. Herrick
Attorney

Date _____, 2013

Contractor Initials Date 7/1/13

NH Department of Health and Human Services

AMENDED BUDGET

Attorney Steven P. Bunker

	FY 2012	FY 2013	FY 2014	FY 2015	Total
Current Contract Budget Amount	\$21,744.00	\$22,054.00	\$22,072.00	\$22,072.00	\$ 87,942.00
450 cases @ \$62 per case			\$27,900.00	\$27,900.00	\$55,800.00
Revised Contract Budget Amount	\$21,744.00	\$22,054.00	\$49,972.00	\$49,972.00	\$143,742.00

Steven P. Bunker Bunker Law, PLLC

10 Green Street P.O. Box 225 Concord, NH 03302-0225 (603) 856-7347

E-mail: <u>bunkerlaw@myfairpoint.net</u>

EDUCATION

Franklin Pierce Law Center, Concord, NH J.D., May 2002

Plymouth State College, Plymouth, NH B.A., *cum laude*, Psychology, May 1996 National Honor Society, *member* National Dean's List, *member*

EXPERIENCE

06/2008-Present

Sole Practitioner

Bunker Law, P.L.L.C.

- Serving as Certified Guardian ad Litem
- Representation of Involuntary Emergency Admission Clients
- Representation of Involuntary Commitment to New Hampshire Hospital Clients
- Representation of Clients in Revocation of Conditional Discharge Hearings
- Representation of Proposed Wards in Guardianship Case (Adults and Children)

10/2002 - 06/08

Associate

Goldman & LeBrun, P.A., Concord, NH

- Serving as Certified Guardian ad Litem
- Representation of Involuntary Emergency Admission Clients
- Representation of Involuntary Commitment to New Hampshire Hospital Clients
- Representation of Clients in Revocation of Conditional Discharge Hearings
- Representation of Proposed Wards in Guardianship Case (Adults and Children)

9/2001 – 10/2002	Law Clerk Goldman & LeBrun, P.A., Concord, NH
	 Research legal issues using traditional methods as well as electronic databases Prepare Memorandums of Law Prepare Motions
1/2002 — 5/2002	Student Attorney Civil Practice Clinic, Franklin Pierce Law Center
	 Interview clients Research legal issues using traditional methods as well as electronic data bases Represent clients in court Utilize Amicus software
8/2001 – 5/2002	 Student Editor Risk: Health & Safety Journal, Franklin Pierce Law Center Review articles for publication Ensure citation and footnote format is correct Edit articles for grammar, clarity, and structure
5/2001 — 8/2001	 Law Clerk Hillsborough Super Court – South, Nashua, NH Research issues using traditional methods Prepare Briefs to inform Judges of particular issues and current law Work with Judges to determine the ruling on Motions Prepare numerous Orders in response to Motions Observe criminal and civil Hearings and Trials
3/1998 – 8/1999	Child Protective Social Worker Department of Social Services, Lowell, MA
	 Manage difficult Child Abuse & Neglect cases Manage CHINS cases Work closely with Department Attorneys Often represent the Department in court Prepare numerous Court Reports
7/1996 – 3/1998	Residential Supervisor Germaine Lawrence School for Emotionally Troubled Adolescent Females, Arlington, MA
	 Provide basic counseling Development Treatment Plans Work Closely with therapists Supervise Staff

POLICY NO. 105796416

Travelers Casualty and Surety Company of America Hartford, CT 06183

(A Stock Insurance Company, herein called the Company)

Important note: This is a claims-made policy. To be covered, a claim must be first made against an insured during the policy period or any applicable extended reporting period.

The limit of liability available to pay settlements or judgments will be reduced by defense expenses. The deductible applies to defense expenses.

This policy is composed of the Declarations, the Professional Liability Coverage, the Professional Liability Terms and Conditions, and any endorsements attached thereto.

ITEM 1	NAMED INSURED:
	BUNKER LAW, PLLC
	· · · · · · · · · · · · · · · · · · ·
	Principal Address:
	10 GREEN STREET, PO BOX 225
	CONCORD, NH 03302-0225
ITEM 2	POLICY PERIOD:
	Inception Date: May 30, 2013 Expiration Date: May 30, 2014
	12:01 A.M. standard time both dates at the Principal Address stated in ITEM 1.
ITEM 3	ALL NOTICES PURSUANT TO THE POLICY MUST BE SENT TO THE COMPANY BY EMAIL,
	FACSIMILE, OR MAIL AS SET FORTH BELOW:
	Email: PLclaims@travelers.com
	Linds. 1 Court Section 5:50tt
	FAX: 888-460-6622
	Professional Liability Claims Manager
	Travelers Bond & Financial Products 385 Washington Street, MC 9275-NB08F
	St. Paul, MN 55102
ITEM 4	COVERAGE INCLUDED AS OF THE INCEPTION DATE IN ITEM 2:
	Lawrence Burface de la
	Lawyers Professional Liability Coverage

ITEM 5 PROFESSIONAL LIABILITY COVERAGE LIMITS Professional Services and Network and Information Security Offenses \$1,000,000 for each Claim; not to exceed Coverage Limits: \$1,000,000 for all Claims Publishing and Non-profit Services \$500,000 for each Claim; not to exceed Coverage Limits: \$500,000 for all Claims \$2,500 each Claim Deductible: N/A all Claims Retroactive Date: May 30, 2008 Knowledge Date: May 30, 2012 ITEM 6 ADDITIONAL BENEFITS LIMITS: Crisis Event Expenses Limits: \$10,000 for each Crisis Event \$30,000 for all Crisis Events Disciplinary or Regulatory Proceeding Expenses Limits: \$25,000 for each Disciplinary or Regulatory Proceeding \$50,000 for all Disciplinary or Regulatory Proceedings ITEM 7 PREMIUM FOR THE POLICY PERIOD: \$1,951.00 Policy Premium ITEM 8 OPTIONAL EXTENDED REPORTING PERIODS: Additional Premium Percentage: Additional Months: 12 125% 185% 24 200% 36 250% 60 300% Unlimited

ITEM 9	FORMS AND ENDORSEMENTS ATTACHED AT ISSUANCE: PTC-1001-1108; LPL-1001-1108; PTC-3029-1108; PTC-2017-1108; PTC-2035-1108; LPL-2003-1108; PTC-2067-0411						

The Declarations, the Professional Liability Terms and Conditions, the Professional Liability Coverage, and any endorsements attached thereto, constitute the entire agreement between the Company and the Insured.

Countersigned By

IN WITNESS WHEREOF, the Company has caused this policy to be signed by its authorized officers.

Executive Vice President

Thomas M. Kunfel

Corporate Secretary

Wendy C. Shy



> Nancy L. Rollins Associate Commissioner

STATE OF NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES DIVISION OF COMMUNITY BASED CARE SERVICES

BUREAU OF BEHAVIORAL HEALTH

105 PLEASANT STREET, CONCORD, NH 03301 603-271-5000 1-800-852-3345 Ext. 5000 Fax: 603-271-5058 TDD Access: 1-800-735-2964

Approved by <u>6+C</u>

Date <u>6-19-13</u>

Norm # 116

May 10, 2013

Contract # 1017024

Her Excellency, Governor Margaret Wood Hassan and the Honorable Council State House Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division of Community Based Care Services, Bureau of Behavioral Health to amend an agreement, Purchase Order number 1017024, with Attorney Steven P. Bunker, (vendor code 167573-B001), to provide legal services by increasing the price limitation \$49,724, from \$38,218 to an amount not to exceed \$87,942 and extending the completion date from June 30, 2013 to June 30, 2015, effective June 5, 2013, or date of Governor and Executive Council approval, whichever is later. This agreement was originally approved by Governor and Executive Council on May 25, 2011, item number 90 and subsequently amended on April 18, 2012, item number 72. Funds to support this request are available in the following account in State Fiscal Year 2013 and funds for State Fiscal Year 2014 and State Fiscal Year 2015 are anticipated to be available upon the availability and continued appropriation of funds in the future operating budgets.

05-95-92-920010-7003 HEALTH AND SOCIAL SERVICES, DEPT. OF HEALTH AND HUMAN SVCS, HHS: BEHAVIORAL HEALTH – DIV OF, DIV OF BEHAVIORAL HEALTH, COMMITMENT COSTS

Fiscal Year	Class/Object	Class Title	Current Modified <u>Amount</u>	Increase Amount	Revised Modified <u>Amount</u>
2012	102-500731	Contracts for Program Services	\$21,744	\$ 0	\$21,744
2013	102-500731	Contracts for Program Services	16,474	5,580	22,054
2014	102-500732	Contracts for Program Services	0	22,072	22,072
2015	102-500732	Contracts for Program Services	0	22,072	22,072
			\$38,218	\$49,724	\$87,942

Her Excellency, Governor Margaret Wood Hassan and the Honorable Council May 10, 2013 Page 2

EXPLANATION

The purpose of this request is to provide legal services to individuals subject to involuntary emergency admission at probable cause flearings held in the 6th Circuit Court – District Division - Concord and to meet with individuals at New Hampshire Hospital whose conditional discharge has been revoked to review their legal rights and effectuate any appeal. Individuals subject to involuntary admission or absolute revocation of conditional discharge have an unconditional right to legal counsel at such hearings or upon readmission to New Hampshire Hospital as provided in RSA 135-C:22 and He-M 609. Reimbursement for these expenses has been included in the budget of the Bureau of Behavioral Health.

Attorney Bunker is currently under contract to the State to provide the above legal services. There have been a greater number of involuntary emergency admission hearings than anticipated during SFY 2013, requiring Attorney Bunker to represent more individuals than originally projected. The State does not have sufficient funds within the current contract to reimburse him for the additional services provided. This contractor has provided excellent service in past contracts and is a valuable resource to the State.

The rate of reimbursement for this service was established by the Bureau of Behavioral Health in Fiscal Year 2004, to be paid on a per case rate rather than the hourly fee for service rate established by the New Hampshire Supreme Court in indigent defense cases. Previously, counsel have been appointed by the courts and have billed the Bureau of Behavioral Health at \$60 per hour, the rate for appointed counsel in indigent defense cases. This contract reduces the State's expenses for providing this service by reimbursing Attorney Bunker at the rate of \$62 per case.

Attorney Bunker was one of four respondents to a notice posted on the Division of Community Based Care Services website on April 18, 2013 for a week, requesting letters of interest in providing this service. All four respondents were selected because of their topic related expertise, prior contracting experience with the Bureau of Behavioral Health and their availability to attend scheduled court hearings. The Bureau of Behavioral Health currently contracts with Attorney Bunker and will continue to do so in Fiscal Year 2014 and Fiscal Year 2015. Attorney Bunker's resume is attached.

Should Governor and Executive Council determine not to approve this request the State will not be able to commit people who are mentally ill and dangerous to New Hampshire Hospital. The state and federal constitutions require representation by an attorney before the State can deprive a person of their liberty.

Area served: statewide.

Source of funds: 100% General Funds.

Respectfully submitted,

Nancy L. Rollins

Associate Commissioner

Approved by:

Nicholas A. Toumpas

Commissioner



> Nancy L. Rollins Associate Commissioner

STATE OF NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES

BUREAU OF BEHAVIORAL HEALTH

DIVISION OF COMMUNITY BASED CARE SERVICES

105 PLEASANT STREET, CONCORD, NH 03301 603-271-5000 1-800-852-3345 Ext. 5000 Fax: 603-271-5058 TDD Access: 1-800-735-2964

March 26, 2012

Date 4-18-12

Item #____ 72

Contract # 1017024

His Excellency, Governor John H. Lynch and the Honorable Executive Council State House Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division of Community Based Care Services, Bureau of Behavioral Health to amend an agreement, Purchase Order number 1017024, with Attorney Steven P. Bunker, (vendor code 167573-B001), 10 Green Street,, Concord NH 03301, to provide legal services by increasing the price limitation \$5,270, from \$32,948 to an amount not to exceed \$38,218, effective April 18, 2012, or date of Governor and Executive Council approval through June 30, 2013, whichever is later. This agreement was originally approved by Governor and Executive Council on May 25, 2011, item number 90. Funds are available in the following account:

05-95-92-920010-7003 HEALTH AND SOCIAL SERVICES, DEPT. OF HEALTH AND HUMAN SVCS, HHS: BEHAVIORAL HEALTH – DIV OF, DIV OF BEHAVIORAL HEALTH, COMMITMENT COSTS

Fiscal Year	Class/Object	Class Title	Current Modified Amount	Increase Amount	Revised Modified <u>Amount</u>
2012	102-500731	Contracts for Program Services	\$16,474	\$5,270	\$21,744
2013	102-500731	Contracts for Program Services	16,474	0	16,474
		_	\$32,948	\$5,270	\$38,218

EXPLANATION

The purpose of this request is to pay Attorney Bunker for the legal services he provides to persons who are subject to Involuntary Emergency Admission to New Hampshire Hospital in SFY 2012. In accordance with RSA 135-C:30, I, such individuals are entitled to representation by legal counsel.

Attorney Bunker is under contract to the State for SFY 2012 and SFY 2013 to provide the above legal services at the rate of \$62.00 per case up to a total of \$16,474. There has been a greater number of involuntary emergency admission hearings than anticipated during SFY 2012, requiring Attorney Bunker to represent more individuals than originally projected. The State does not have sufficient funds within the contract to reimburse him for the

His Excellency, Governor John H. Lynch and the Honorable Executive Council March 26, 2012 Page 2

additional services provided. This contractor has provided excellent service in past contracts and is a valuable resource to the State.

Attorney Bunker was one of five respondents to an advertisement that was placed in the Concord Monitor on February 12, 13, and 14, 2011, requesting letters of interest in providing this services.

Should Governor and Executive Council determine not to approve this request the State will not be able to commit people who are mentally ill and dangerous to New Hampshire Hospital. The state and federal constitutions require representation by an attorney before the State can deprive a person of their liberty.

Area served: statewide.

Source of funds: 100% General Funds.

Respectfully submitted,

Nancy L. Rollins

Associate Commissioner

Approved by: Nicholas A. Toumpas

Commissioner



Nancy L. Rollins Associate Commissioner

STATE OF NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF COMMUNITY BASED CARE SERVICES

BUREAU OF BEHAVIORAL HEALTH

105 PLEASANT STREET, CONCORD, NH 03301 603-271-5000 1-800-852-3345 Ext. 5000 Fax: 603-271-5058 TDD Access: 1-800-735-2964

April 25, 2011

Approved by 6+C

tem # 90

His Excellency, Governor John H. Lynch and the Honorable Executive Council State House Concord, New Hampshire 03301

Contract # 1017024

REQUESTED ACTION

Authorize the Division of Community Based Care Services, Bureau of Behavioral Health to enter into an agreement with Attorney Steven P. Bunker, 10 Green Street, Concord, NH 03301, vendor number 167573-B001, to provide legal services in an amount not to exceed \$32,948 effective July 1, 2011, or date of Governor and Executive Council approval, whichever is later, through June 30, 2013. Funds are anticipated to be available in the following account in State Fiscal Years 2012 and 2013 upon the availability and continued appropriation of funds in the future operating budget.

05-95-92-920010-7003 HEALTH AND SOCIAL SERVICES, DEPT. OF HEALTH AND HUMAN SVCS, HHS: BEHAVIORAL HEALTH – DIV OF, DIV OF BEHAVIORAL HEALTH, COMMITMENT COSTS

Class/Object 102-500732 <u>Class Title</u> Contracts for Program Services Activity Code 92107003 FY 2012 \$16,474 FY 2013 \$16,474

EXPLANATION

The purpose of this request is to provide legal services to individuals subject to involuntary emergency admission at probable cause hearings held in the Concord District Court and to meet with individuals at New Hampshire Hospital whose conditional discharge has been revoked to review their legal rights and effectuate any appeal. Individuals subject to involuntary admission or absolute revocation of conditional discharge have an unconditional right to legal counsel at such hearings or upon readmission to New Hampshire Hospital as provided in RSA 135-C:22 and He-M 609. Reimbursement for these expenses has been included in the budget of the Bureau of Behavioral Health.

Attorney Bunker was one of five respondents to an advertisement that was placed in the Concord Monitor on February 12, 13, and 14, 2011, requesting letters of interest in providing this service. The Bureau of Behavioral Health currently contracts with Attorney Bunker and will continue to do so in fiscal year 2012 and fiscal year 2013. Attorney Bunker's resume is attached.

The rate of reimbursement for this service was established by the Bureau of Behavioral Health in fiscal year 2004, to be paid on a per case rate rather than the hourly fee for service rate established by the New Hampshire

His Excellency, Governor John H. Lynch and the Honorable Executive Council April 25, 2011
Page 2

Supreme Court in indigent defense cases. Previously, counsel have been appointed by the district courts and have billed the Bureau of Behavioral Health at \$60 per hour, the rate for appointed counsel in indigent defense cases. This contract continues to reduce the State's expenses for providing this service by reimbursing Attorney Bunker at the rate of \$62 per case.

Should Governor and Executive Council determine not to approve this request the State will not be able to commit people who are mentally ill and dangerous to New Hampshire Hospital. The state and federal constitutions require representation by an attorney before the State can deprive a person of their liberty.

Area served: statewide.

Source of funds: 100% general funds.

Respectfully submitted,

Nancy L. Rollins

Associate Commissioner

Approved b

Nicholas A. Tour Commissioner

RSP/jk

Enclosures