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State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER
33 HAZEN DR. CONCORD, NH 03305
603/271-2791

JOHN J. BARTHELMES
COMMISSIONER

February 2, 2016

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

Requested Action

Pursuant to RSA 21-P:43, the Department of Safety, Division of Homeland Security and Emergency Management requests authorization to enter into a Memorandum of Agreement (MOA) with the Department of Health and Human Services (DHHS) (VC# 177926-B001) to fund the 2016 NH Integrated Emergency Volunteer Training Exercise for \$24,386.00. Effective upon Governor and Council approval through September 30, 2016. Funding source: 100% Federal Funds.

Funding is available in the SFY 2016 operating budget as follows:

02-23-23-236010-80920000	Dept. of Safety	Homeland Sec-Emer Mgmt	100% EMPG Local Match
072-500576	Grants to Other State Agencies - Federal		
Activity Code: 23EMPG 2014			\$ 24,386.00

Explanation

The purpose of the training is to increase the preparedness of NH's emergency volunteers to respond to an emergency by integrating two (2) exercises and other training sessions into a one-day event. The exercises include opening a Point of Dispensing (POD) center and a shelter. Each volunteer that attends will have the opportunity to participate as both a responder, and an actor in each of the exercises. In addition, volunteers will also attend two (2) trainings with topics across the spectrum of preparedness, response, recovery and mitigation. The grant listed above is funded from the FFY'14 Emergency Management Performance Grant (EMPG), which was awarded to the Department of Safety, Division of Homeland Security and Emergency Management (HSEM) from the Federal Emergency Management Agency (FEMA). The grant funds are to be used to measurably improve all-hazard planning and preparedness capabilities/activities, to include mitigation, preparedness, response, and recovery initiatives at the state and local level. Grant guidance and applications are available to all Emergency Management Directors and other qualified organizations in the State. Subrecipients submit applications to this office, which are reviewed by the HSEM Planning Chief, Assistant Planning Chief and Field Representatives and approved by the HSEM Director. The criteria for approval are based on grant eligibility in accordance with the grant's current guidance and the documented needs of the local jurisdictions.

The Emergency Management Performance Grants are 50% federally funded by FEMA with a 50% match requirement supplied by the subrecipient. The subrecipient acknowledges their match obligation as part of Section IV of the MOA.

In the event that Federal Funds are no longer available, General Funds and/or Highway Funds will not be requested to support this program.

Respectfully submitted,

Jeffrey A. Meyers
~~Acting~~ Commissioner of Health & Human Services

Respectfully submitted,

John J. Barthelmes
Commissioner of Safety

**MEMORANDUM OF AGREEMENT
BETWEEN
THE NEW HAMPSHIRE DEPARTMENT OF SAFETY – HOMELAND SECURITY &
EMERGENCY MANAGEMENT
AND
THE NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES**

FFY'14 Emergency Management Performance Grant – 2016 NH Integrated Emergency
Volunteer Training Exercise

CFDA #97.042

I. PURPOSE

The purpose of this Memorandum of Agreement (MOA) is for the NH Department of Safety, Division of Homeland Security and Emergency Management to provide funding in the amount of \$24,386.00 to the NH Department of Health and Human Services for the 2016 NH Integrated Emergency Volunteer Training Exercise. The purpose of this training is to increase the preparedness of NH's emergency volunteers to respond to an emergency by integrating two (2) exercises and other training sessions into a one-day event.

II. PARTIES

The parties to this agreement are NH Department of Safety, Division of Homeland Security and Emergency Management (hereinafter "HSEM") and the NH Department of Health and Human Services (hereinafter "DHHS").

III. AUTHORITY

The Emergency Management Performance Grant (EMPG) Program awarded by HSEM supports activities associated with all-hazard planning and preparedness capabilities and activities, to include mitigation, preparedness, response, and recovery initiatives. Trainings and exercises are eligible projects under the EMPG Program and will enhance volunteer's preparedness and response capabilities by exercising opening a Point of Dispensing (POD) center and a shelter.

IV. SCOPE OF WORK

DHHS shall hire the Community Health Institute (CHI) to handle the logistics of planning and executing both exercises, as well as the overall training. An expected 200 NH volunteers from American Red Cross, Amateur Radio Emergency Services (ARES), Community Emergency Response Teams (CERT), Disaster Animal Response Team (DART), Disaster Behavioral Health Response Team (DBHRT), Emergency System for Advance Registration of Volunteer Health Professionals (ESAR-VHP), Medical Reserve Corps (MRC) and Metropolitan System (MMRS) will gather at the NH Technical Institute in Concord, NH. Each volunteer that attends will have the opportunity to participate as both a responder and an actor in a POD exercise and a shelter exercise. In addition, volunteers will also attend two (2) trainings with topics across the spectrum of preparedness, response, recovery, and mitigation.

HSEM agrees to provide financial assistance to DHHS in support of the tasks listed above, in accordance with section V. The financial assistance to be provided by HSEM under this MOA requires a contribution of 50% of the total amount in matching funds from DHHS. The match requirement will be met through in-kind volunteer hours participating in the training.

DHHS shall maintain financial records, supporting documents, and all other pertinent records for a period of three (3) years. In these records, DHHS shall maintain documentation of the 50% cost share required by this grant and agreed upon by DHHS.

V. FUNDING

Upon approval of this MOA, HSEM shall reimburse up to \$24,386.00 to DHHS after the project is complete and upon receiving appropriate documentation of expended funds from DHHS. Supporting documentation shall show proof of cost and proof of payment (e.g., purchase orders, receipts, sign-in sheets, and cancelled checks).

VI. TERMINATION

Either party may terminate this agreement by providing notice to the other thirty (30) days prior to termination.

VII. DURATION

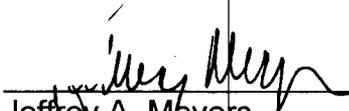
This agreement shall continue in effect from the date of the Governor and Council approval until September 30, 2016, unless terminated earlier by either party.

VIII. AGREEMENT

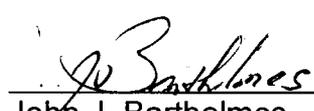
In WITNESS THEREOF, the parties hereto have executed this agreement, which shall become effective on the date the Governor and Executive Council of the State of New Hampshire approve the agreement.

NH Department of Health & Human Services

NH Department of Safety



Jeffrey A. Meyers
Acting Commissioner



John J. Barthelmes
Commissioner

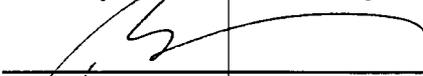
2/1/16

Date

1/27/16

Date

NH Department of Safety, HSEM



Perry E. Plummer
Director
1/21/2016

Date

Approved by the Attorney General this 3rd day of February, 2016, as to form, execution and substance.

OFFICE OF THE ATTORNEY GENERAL
