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

Jeffrey A. Meyers
Commissioner

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November 16, 2016

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 (DHHS), Division for Children, Youth and Families to pay a membership fee to the Coalition for Juvenile Justice (CJJ), Washington, DC, (Vendor #166556 B001) in the amount of \$5,000 for annual membership fee for the period of January 1, 2017 through December 31, 2017.

Funds to support this request are available in the following account in State Fiscal Year 2017.

05-95-42-421010-29560000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS:CHILDREN, YOUTH & FAMILIES, DIRECTORS OFFICE

State Fiscal Year	Class/Account	Class Title	Activity Code	Amount
2017	026-500251	Organization Dues	42140617	\$5,000.00

EXPLANATION

The purpose for this request is to secure payment for the membership of the Division for Children, Youth and Families in the Coalition for Juvenile Justice for the period beginning January 1, 2017 through December 31, 2017. The purpose of this association is essential to ensure that the State of New Hampshire has a voice at the national level as it relates to juvenile justice issues, concerns and programing. The Department has determined that membership in this association would be of great value for reasons outlined below.

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. The Coalition for Juvenile Justice has been in existence since 1984. New Hampshire has been a member since 2006 when the Coalition for Juvenile Justice first initiated State Advisory Group memberships.

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

A. No.

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

A. Forty-three (43) other states are members of the Coalition for Juvenile Justice. The Division for Children, Youth and Families is the sole state agency that is a member of the Coalition for Juvenile Justice.

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

A. The \$5,000 state membership fee is standard for all states. The membership fee was established in 2006 and it has not been raised due to declining federal funding to the states. Membership dues account for 14% of the Coalition for Juvenile Justice annual operating budget.

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

A. The State of New Hampshire benefits by having a voice at the national level as it relates to juvenile justice issues, concerns and programming.

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

A. All of the above is included in the membership. When a conference is held a registration fee is required. This helps with additional costs that may be associated with the conference, such as speaker fees, etcetera.

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.

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. Travel is not included in the membership fee. The Office of Juvenile Justice and Delinquency Prevention allocate funds for the State Advisory Group to conduct business. These funds are used to pay for the Coalition for Juvenile Justice membership and any reimbursement for travel and conference costs.

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 following state agency employees are directly involved with the organization:

Pamela Sullivan, Juvenile Justice Specialist

Jason Ellis, Compliance Monitor
Andrew Smith, DMC Coordinator

Although we are not voting members, the Coalition for Juvenile Justice provides New Hampshire with a voice regarding juvenile justice related concerns, and provides a forum and venue for our peers to network among one another for support and to generate ideas for similar issues. We are also given an opportunity to participate as committee members within the organization on several committees. The Office of Juvenile Justice and Delinquency Prevention allocate funds for the Juvenile Justice Specialist, and the compliance monitor to attend this conference and other conferences related to juvenile justice. Funding is also set aside for the Disproportionate Minority Contact Coordinator to attend conferences as needed and required.

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

- A. New Hampshire would not have a voice at the national level regarding issues at the state level. We would not have an opportunity to participate and engage in committees. New Hampshire has been very active with the Coalition for Juvenile Justice. We have had State Advisory Group members serve as National Chairs of the agency, and have also had State Advisory Group members serve as the Northeast Regional Coalition for Juvenile Justice Chairs, and have had New Hampshire youth serve as national representatives. The Juvenile Justice Specialist has been the Northeast Regional Specialist representative and has participated on numerous committees, including conference planning committees.

Geographic Area: The State Advisory Group represents all of NH.

Source of Funds: 100% Federal.

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

Respectfully submitted,



Maureen U. Ryan
Director



Approved by:
Jeffrey A. Meyers
Commissioner



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Invoice

Date	Invoice #
9/21/2016	150

Bill To
State of New Hampshire Patricia Dowling 29 Sunset Avenue Derry, NH 03038

Terms
5% if paid by Dec 31

Quantity	Description	Rate	Amount
	2017 membership dues SAG - State Advisory Group	5,000.00	5,000.00
<i>Thank you! - Jessica</i>		RECEIVED 9/21/16 DCYF FISCAL	
Total			\$5,000.00