



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

BUREAU OF DEVELOPMENTAL SERVICES

Nicholas A. Toumpas
Commissioner

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December 16, 2015

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

REQUESTED ACTION

- 1) Authorize the Department of Health and Human Services, Division of Community Based Care Services, Bureau of Developmental Services, Special Medical Services to hold a conference, "Children & Families Collaboration 2016" for Department staff and contractors who serve children and families with various special health care needs and complex conditions, on May 9, 2016, at the Courtyard by Marriott, Grappone Conference Center in Concord, New Hampshire, for a total conference cost not to exceed \$9,990, effective upon Governor and Executive Council approval through June 30, 2016. Funds are available in the account below. 100% Federal Funds.
- 2) Subject to the approval of Requested Action #1, authorize an advance payment of \$1,000 to the Courtyard by Marriott, Grappone Conference Center, 70 Constitution Ave, Concord, NH, 03301 (Vendor Code 158921- B001) to secure the date and the facility.

Funds to support this request in State Fiscal Year 2016 are available in the following accounts:
05-95-93-930010-7858 DEPT. OF HEALTH AND HUMAN SERVICES, HHS: DEVELOPMENTAL SERVICES-DIV OF, DIV OF DEVELOPMENTAL SVCS, SOCIAL SERVICES BLOCK GRANT DD

Class/Account	Class Title	Activity Code	Amount
021-500207	Food Institutions	93017858	\$7,020.00
067-500559	Training for Providers	93017858	\$705.00
067-500560	Training for Providers	93017858	\$265.00
	Subtotal		\$7,990.00

05-95-90-902010-0831 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF COMM & HEALTH SERV, ACA MIEC

Class/Account	Class Title	Activity Code	Amount
020-500244	Current Expenses	90083100	\$1,000.00

05-95-90-902010-5896 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF COMM & HEALTH SERV, ACA HOME VISITING

Class/Account	Class Title	Activity Code	Amount
020-500244	Current Expenses	90004104	\$1,000.00
	Grand Total		\$9,990.00

EXPLANATION

This conference will provide training to improve the Department's staff, its contractors and other providers, information and knowledge in helping families of children with chronic health conditions. Topics at the conference will focus on how to help families to advocate, access/develop resources, connect with service systems, and build leadership skills and competence to manage the unique challenges involving their own or their children's chronic health condition through family directed education and support.

Additionally, this conference will build community infrastructure for families by assuring that New Hampshire Department of Health and Human Services, its contractors and other providers are offering services that are based on current and comprehensive information crossing all agencies serving children and families. The information will promote greater efficiency within the system by preventing duplication of support and services. (See Attached Conference Agenda).

The Department expects up to 200 individuals throughout New Hampshire to participate in this conference (See attached list Organizing Agencies). The Courtyard by Marriott, Grappone Conference Center was selected based on its central location and availability on the conference date. Conference attendees are not required to pay any registration fee nor is it anticipated that there will be any overnight accommodations. An itemization of the services to be provided and associated costs is attached.

Should the Governor and Executive Council deny this request, the Department staff and contractor and providers who serve families of children with chronic health conditions will not learn about serving them in an more collaborative and efficient approach.

The Department contacted three other facilities to obtain space to hold this conference as follows: University of New Hampshire Law Center, Southern New Hampshire University, and the Executive Court Inn & Conference Center. These facilities were not available on the conference date. Additionally, State owned facilities polled did not have adequate space to provide for the necessary breakout presentations planned for the conference.

Area served: Statewide

Source of funds: 100% Federal funds.

In the event that federal funds become no longer available, general funds will not be requested to support the Partners in Health Programs.

Respectfully submitted,



Kathleen A. Dunn, MPH
Associate Commissioner

Approved by:



Nicholas A. Toumpas
Commissioner

Children & Families Collaboration 2016 Conference Agenda May 9, 2016

Grappone Center, Courtyard by Marriott, Concord NH

By: The Family Support & Care Coordination Collaboration Member Forum

Purpose: To help attendees understand how to access services, what is happening in the community, and what is needed to navigate the system.

- 9:00 Breakfast, Networking & Exhibitors
- 9:30 Welcome Address
Commissioner of DHHS
- 9:55 Breakout Presentations 1-3*
- 11:00 Keynote 1
- 11:40 Lunch, Collaboration, Exhibits
- 1:00 Keynote 2
- 1:45 Breakout Presentations 4-6*
- 2:30 Collaboration Charge, Evaluations & Exhibitors
- 3:00 Adjourn

*Final Presentations are still to be determined.

Collaboration Conference 2016
Department of Health and Human Services
Special Medical Services/Partners in Health

Organizing Agencies

Bureau of Developmental Services

Bureau of Elderly & Adult Services

Department of Education

Division of Children, Youth & Families

Division of Family Assistance & Client Services

Granite State Federation of Families

Medicaid

National Alliance on Mental Illness NH

New Hampshire Family Voices

Office of Minority Health & Refugee Affairs

Special Medical Services/Partners in Health

Maternal Child Health

Department of Health and Human Services
Bureau of Developmental Services
Special Medical Services/Partners in Health

Children and Families Collaboration 2016 Conference Expenses

Category	Amount
Facility Rentals:	
Rooms	\$1,800.00
Equipment (electronic/sound)	<u>\$905.00</u>
Subtotal	\$2,705.00
Food	
Breakfast \$10.25 x 200	\$2,050.00
Lunch \$19 x 200	\$3,800.00
Service Charge @ 20%	<u>\$1,170.00</u>
Subtotal	\$7,020.00
Educational Materials	\$265.00
Total Expenditures	<u>\$9,990.00</u>