



State of New Hampshire

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DEPARTMENT OF ADMINISTRATIVE SERVICES
OFFICE OF THE COMMISSIONER
25 Capitol Street – Room 120
Concord, New Hampshire 03301

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JOSEPH B. BOUCHARD
Assistant Commissioner
(603) 271-3204

April 9, 2015

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

REQUESTED ACTION

Pursuant to RSA 4:8, authorize the Department of Administrative Services, to accept a donation from the College of America in the form of payment for air and hotel accommodations for Sara J. Willingham, Director of Division of Personnel to attend an event in Washington, DC on Upskilling for Workforce Development to be held April 24, 2015 in Washington, DC. The estimated amount of the donation is \$1,036.44.

EXPLANATION

College for America and the State of New Hampshire have formed a partnership to offer employee's low-cost, competency-based associate's and bachelor's degrees that are more applicable in the workplace. This partnership will allow employees to receive higher education by building the talent and promotable skills needed for organizational growth. The White House is organizing this event around workforce development and College for America has been recognized for their commitments and has extended the invitation to the Director of the Division of Personnel to attend this event.

The Department of Administrative Services, Division of Personnel respectfully asks for approval of this request.

Respectfully submitted,

Joseph B. Bouchard
Joseph B. Bouchard
Assistant Commissioner



Dear Sara Willingham,

We are excited that you are making a commitment in response to the President's call to action in January, to equip front-line workers with the skills they need to advance in their careers. In recognition of your efforts, please join us on Friday the 24th of April for a day-long summit at the White House on opportunities to upskill more American workers.

Please confirm no later than the close of business on April 9th, and note that this invitation is nontransferable.

We will provide more precise details on logistics after receiving your confirmation, but you should plan to arrive by 8:45 am in the Eisenhower Executive Office Building of the White House. The day will largely be a series of working sessions that should end by 4 pm.

And if you are interested in using new learning technologies to help with your upskilling efforts, we invite you to join us for a breakfast conversation from 7:30 to 8:45am. **Please confirm your participation here.**

If you have any questions, please feel free to reach out to Danielle Goonan, who is copied herewith.

Many thanks,

The White House
U.S. Department of Commerce
U.S. Department of Education
U.S. Department of Labor