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STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR

HIGHWAY SAFETY AGENCY

78 REGIONAL DRIVE, BUILDING 2
CONCORD, N.H. 03301-8530

TDD Access: Relay NH 1-800-735-2964
603-271-2131
FAX 603-271-3790

Margaret Wood Hassan
GOVERNOR

John J. Barthelmes
COORDINATOR

July 8, 2015

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

Retroactive

Requested Action

Authorize the New Hampshire Highway Safety Agency to **retroactively** pay to the Governors Highway Safety Association (Vendor Code 170334), Washington, DC, the amount of \$4,521.00 for annual dues covering the 12-month period commencing July 1, 2015, through June 30, 2016, effective upon Governor and Council approval. Funding source: 27% Federal; 73% Highway.

Funds to support this request are anticipated to be available in the following account in SFY2016 upon the availability and continued appropriation of funds in the future operating budget.

02-25-25-250015-30000000	Highway Safety Administration	<u>SFY2016</u>
026-500251	Organizational Dues – Membership Fees	\$4,521.00

Explanation

This request is **retroactive** due to an oversight that this item needed to be reviewed by Governor and Council. The NH Highway Safety Agency proposes to pay the Governors Highway Safety Association (GHSA) annual dues in the amount of \$4,521.00 for the twelve-month period from July 1, 2015, through June 30, 2016. Dues are payable within 60 days following the beginning of the fiscal year but in no event no later than the first call to order of the annual meeting commencing on August 28, 2015. GHSA members are State Highway Safety offices that develop and implement state-level highway safety programs. Annual dues are based on a flat fee in addition to a proportional formula based on state population.

The mission of the NH Highway Safety Agency is to “reduce traffic accidents and deaths, injuries and property damage resulting therefrom” and to coordinate highway safety programs utilizing federal funds provided to the State to accelerate highway traffic safety programs and activities.

As a result of the Highway Safety Act of 1966 that established highway safety offices in each state, the District of Columbia, and U.S. territories, the Governors Highway Safety Association (GHSA) was incorporated in 1974 to develop and improve methods of highway safety program administration. GHSA aids Highway Safety offices in the development of policies consistent with state needs and goals to study problems connected with highway safety; develops technical, administrative and educational highway safety standards; cooperates with other agencies in the consideration and solution of highway safety problems; and develops better ways and means of adequately informing community leaders and the public of the magnitude and costs of highway crashes and corrective measures to reduce those crashes. GHSA is organized exclusively for administrative, educational, and scientific purposes. No activities of GHSA shall be dedicated to the “carrying on of propaganda, or otherwise attempting to influence legislation” nor does GHSA “participate in, or intervene in any political campaign on behalf of any candidate for public office”. GHSA is not a lobbying organization.

Membership in GHSA consists of the Governor's Highway Safety Representative/Coordinator (or duly designated alternate). Whenever the Representative/Coordinator ceases to hold that position his/her membership shall terminate and be filled by his/her successor to the position.

Listed below are answers to standard questions required for Governor and 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?
The Governors' Highway Safety Association was incorporated in 1974. The NH Highway Safety Agency has been a member of the Association since its inception.
2. Is there any other organization which provides the same or similar benefits which your agency belongs to?
No, the NH Highway Safety Agency does not belong to any other organization providing the same/similar benefits.
3. How many other state's belonging to this organization and is your agency the sole New Hampshire state agency that is a member?
55 states and territories belong to GHSA, and the NH Highway Safety Agency is the sole state agency belonging to GHSA.
4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc)
Annual dues are based on a flat fee in addition to a proportional formula based on state population.
5. What benefit does the state receive from participating in this membership?
GHSA develops and improves methods of highway safety program administration. The Association aids Highway Safety offices in the development of policies consistent with state needs and goals to study problems connected with highway safety; develops technical, administrative, and educational highway safety standards; cooperates with agencies in the consideration and solution of highway safety problems; and develops better ways and means of informing community leaders and the public of the magnitude and costs of highway crashes and corrective measures to reduce those crashes.
6. Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.
Throughout the year GHSA hosts conference calls and web-based trainings to educate members regarding management reviews, funding requirements, reporting, equipment inventory, etc. Membership dues covers costs associated with all trainings.
7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.
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.
No, travel is not included in the membership fee.
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.)
The former Coordinator/Governor's Representative of the NH Highway Safety Agency was directly involved with GHSA, was a voting member representing the state, served as an at-large task force member, and was chairman of the Nominations Committee. At this time, the newly appointed Coordinator/Governor's Representative of the NH Highway Safety Agency and its Program Manager will be directly involved with GHSA as new members to the organization. The Coordinator/Governor's Representative for the NH Highway Safety Agency has designated the Program Manager to represent the State of New Hampshire at the GHSA Annual Meeting scheduled for August 28, 2015.
10. Explain in detail any negative impact to the State if the Agency did not belong to this organization.
As a result of the Highway Safety Act of 1966 that established highway safety offices in each state, the District of Columbia, and US territories, the National Highway Traffic Safety Administration (NHTSA) was established to provide federal highway safety funds to the states and administer the program. The mission of the NH Highway Safety Agency is to reduce traffic crashes and the resulting deaths and life-changing injuries. GHSA (representing the states) works closely with NHTSA to

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July 8, 2015
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develop, improve, and coordinate highway safety programs that utilize federal funds in order to accelerate state programs and activities. If New Hampshire was not a member of GHSA the state would not have a voice or an avenue through which to impact the development or administration of programs being considered by the federal government which could negatively impact the state.

Sincerely,


John J. Barthelmes
Coordinator



INVOICE

Monday, May 11, 2015
Invoice No: 1228

Bill To:

New Hampshire Highway Safety Agency
Attn: John Clegg
78 Regional Drive
Building 2
Concord, NH 03301-8530

Member Number: 33

Remit Payment To:

Governors Highway Safety Association
444 N. Capitol Street, NW
Suite 722
Washington, DC 20001-1534

(Federal ID# 521021004)

DESCRIPTION	UNIT PRICE	QTY	AMOUNT
Membership Renewal Member Type: SHSO - New Hampshire thru: 6/30/2016	\$4,521.00	1	\$4,521.00

TERMS: Net 30

Subtotal \$4,521.00
Sales Tax \$0.00
Prior Payments \$0.00
TOTAL DUE \$4,521.00

Notes:

Your current membership expires on: 6/30/2015

Payable to Governors Highway Safety Association (GHSA)

- All major credit cards accepted.
- ACH or EFT: ABA #044000804 Account #8902010599903
- Bank Wire: ABA #021000089 Account #40611172 (for further credit to Account #959114543)

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MAY 20 2015
NH HIGHWAY
SAFETY AGENCY