



# State of New Hampshire

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

JOHN J. BARTHELMES  
COMMISSIONER

January 12, 2018

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

### Requested Action

1. Pursuant to RSA 21-P:43, the Department of Safety, Division of Homeland Security and Emergency Management (HSEM) requests authorization to enter into a Memorandum of Agreement (MOA) with New Hampshire Department of Safety, Division of State Police (NHSP) (VC# 177878-B001) to renew the subscription and licensing fee for school emergency notification software for 270 devices for a total amount of \$24,675.00. Effective upon Governor and Council approval through September 30, 2018. Funding source: 100% Federal Funds.

Funding is available in the SFY 2018 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 2016			\$ 24,675.00

2. Authorize the Department of Safety, Division of State Police, upon approval of requested action #1, to accept and expend \$24,675.00 of federal funds from the NH Department of Safety, Division of Homeland Security and Emergency Management for the renewal of the school emergency notification software. Effective upon Governor and Council approval through September 30, 2018. Funding source: 100% Agency Income.

Funds are to be budgeted as follows:

02-23-23-234010-7498000	Dept. of Safety	Division of State Police	HSEM Grants
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Class	Description	Current Adjusted Authorized	Requested Action	Revised Appropriation
009-407085	Agency Income	\$ (25,394.00)	\$ (24,675.00)	\$ (50,069.00)
038-500177	Technology - Software	\$ 0.00	\$ 24,675.00	\$ 24,675.00
050-500109	Personal Services - Temp	\$ 23,608.00	\$ 0.00	\$ 23,608.00
060-500614	Benefits	\$ 1,786.00	\$ 0.00	\$ 1,786.00
	Total	\$ 25,394.00	\$ 24,675.00	\$ 50,069.00

### Explanation

This item requests authorization to enter into a Memorandum of Agreement (MOA) that provides pass-through federal funds to the Division of State Police (NHSP) and authorization for the NHSP to accept and expend those funds. These funds will be used to renew the subscription and licensing fee for the school notification software for 270 devices. This software enhances public school security and communications between participating schools and the NH State Police by enabling school computers and other devices to immediately connect to and alert nearby NHSP vehicles and personnel (via a desktop) thus ensuring the quickest possible response by Troopers in order to mitigate an emergency situation.

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Governor and Council approval is being sought as the amount of an MOA to NHSP previously approved on September 27, 2017, as item #63, plus the amount of this MOA yields a cumulative amount that is over the Governor and Council approval threshold. The MOA listed above is funded from the FFY 2016 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.

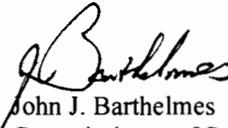
The Emergency Management Performance Grants are 50% federally funded by FEMA with a 50% match requirement supplied by the subrecipient. The subrecipient acknowledges their match obligation as part of Section IV of the MOA.

Funds are to be budgeted as follows:

Funds in Class 38, Technology-Software, will be used to renew the subscription and licensing for 270 school notification devices.

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,

  
John J. Barthelmes  
Commissioner of Safety

**Department of Safety  
HSEM Grants  
Fiscal Situation**

Federal Funds Awarded:	
FFY 2016 - SP Part Time Program Assistant II Grant -10/14/2016 - 9/30/2018	\$27,000.00
Emergency Renewal Software	\$24,675.00
<b>Total Grant Funds Awarded</b>	<u><b>\$51,675.00</b></u>
Less SFY 2017 expenses	<u><b>\$1,605.36</b></u>
<b>Total</b>	<b>\$1,605.36</b>
<b>Net Grant Funds Remaining as of July 1, 2017 (SFY 2018)</b>	<b>\$50,069.64</b>
Less SFY 2018 Appropriation including prior year encumbrances 02-23-23-234010-74980000	<b>(\$25,394.00)</b>
<b>Excess grant funds available to appropriate</b>	<u><u><b>\$24,675.64</b></u></u>
<b>This Request</b>	<b>\$24,675.00</b>

**MEMORANDUM OF AGREEMENT  
BETWEEN  
NEW HAMPSHIRE HOMELAND SECURITY & EMERGENCY MANAGEMENT  
AND  
THE NEW HAMPSHIRE STATE POLICE**

FFY'16 Emergency Management Performance Grant (EMPG)  
School Emergency Notification System Project

*CFDA #97.042*

**I. PURPOSE**

The purpose of this Memorandum of Agreement (MOA) is to provide funding in the amount of \$24,675.00 from the New Hampshire Department of Safety, Division of Homeland Security & Emergency Management to the New Hampshire Department of Safety, Division of State Police for the cost to renew the subscription and licensing fee for school emergency notification software for 270 devices.

**II. PARTIES**

The parties to this agreement are the New Hampshire Department of Safety, Division of Homeland Security and Emergency Management (hereinafter "HSEM") and the New Hampshire Department of Safety, Division of State Police (hereinafter "NHSP").

**III. AUTHORITY**

The Emergency Management Performance Grant (EMPG), awarded by HSEM, supports activities associated with all-hazard planning and preparedness capabilities and activities, to include mitigation, preparedness, response, and recovery initiatives. The State Police personnel are responsible for preventing and responding to active shooter incidents in schools statewide either as a first responder in communities with populations under 3,000 or as a resource in larger communities. The purchase of renewing the subscription and licensing fee for the school emergency notification software qualifies for funding under the EMPG program.

**IV. SCOPE OF WORK**

This software enhances public school security and communication between participating schools and the NHSP by enabling school computers and other devices to connect to and alert nearby NHSP vehicles and personnel (via a desktop icon) immediately decreasing response times, thereby mitigating an active shooter situation quicker and possibly saving many lives.

HSEM agrees to provide financial assistance to NHSP 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 NHSP. The match requirement will be met by in-kind match through the previous purchase cost of the subscription fee for this current year and through non-federal salary and benefit costs of agency personnel.

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

**V. FUNDING**

Upon approval of this MOA, HSEM shall reimburse up to \$24,675.00 to NHSP after the project is complete and upon receiving appropriate documentation of expended funds from NHSP. Supporting documentation shall show proof of cost and proof of payment (in the amount of \$24,675.00). NHSP agrees to document \$24,675.00 in matching expenditures.

**VI. TERMINATION**

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

**VII. DURATION**

This agreement shall continue in effect from the date of Governor and Council approval until September 30, 2018, 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 Safety, NHSP**



Colonel Christopher J. Wagner, Director

1/31/18

Date

**NH Department of Safety**



John J. Barthelmes, Commissioner

2/1/18

Date

**NH Department of Safety, HSEM**



Perry E. Plummer, Director

1/17/2018

Date

Approved by the Attorney General this 25<sup>th</sup> day of February, 2018, as to form, execution and substance.

OFFICE OF THE ATTORNEY GENERAL

