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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF HUMAN SERVICES
DIVISION OF FAMILY ASSISTANCE

Jeffrey A. Meyers
Commissioner

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-9474 1-800-852-3345 Ext. 9474

Christine Tappan
Associate Commissioner

FAX: 603-271-4637 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

February 7, 2018

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

*Retroactive
34% Federal Funds
66% General Funds*

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division of Family Assistance to make a one-time payment to retroactively renew agency membership in the American Public Human Services Association (APHSA), (formerly known as the American Public Welfare Association, APWA), Washington, DC (vendor 168677 B001) for the period January 1, 2018 through December 31, 2018, in the amount of \$20,569.00. Funds are available as follows:

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

Fiscal Year	Class/Object	Job #	Class Title	Amount
2018	026-500251	42105840	Memberships	\$5,757.00

05-95-45-450010-61250000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: TRANSITIONAL ASSISTANCE, DIV OF FAMILY ASSISTANCE, DIRECTOR'S OFFICE

Fiscal Year	Class/Object	Job #	Class Title	Amount
2018	026-500251	45000003	Memberships	\$14,812.00

TOTAL \$20,569.00

EXPLANATION

The above action is requested to **retroactively** renew the Division's membership in the the American Public Human Services Association (APHSA). The request is made retroactively because this year the cost of membership was negotiated to consolidate the majority of the memberships into one invoice with a 20% reduction. American Public Human Services Association membership dues for the period January 1 through December 31, 2018 are \$20,569.00. Membership is renewed on an annual basis.

Participation in the American Public Human Services Association benefits the State of New Hampshire. Approval of this request will enable the State to continue its participation in the Association. The Association is a national bipartisan information and advocacy group representing the needs of human social services. The work of the Association supports the entire range of programs administered by the New Hampshire Department of Health and Human Services. The Association is a reliable and invaluable source of timely and accurate

information on federal programs, federal funding, future directions, and interpretation of proposed laws and rules.

The Association represents the State before Congress and federal agencies on matters of concern to New Hampshire. With the many changes to federal programs being passed by Congress each year, it is increasingly important to have current information about those changes, their consequences and the potential impact on each state, including our own. The most accurate and readily available information of this type is necessary for the efficient administration of our programs.

1. How long has this organization been in existence and how long has this agency been a member of this organization?

APHSA is a bipartisan, nonprofit organization representing appointed state and local health and human service agency commissioners. APHSA was founded in 1930 as the American Public Welfare Association and changed its name to APHSA in 1997. The New Hampshire Department of Health and Human Services has been a member since 1990 and the NH Department of Health and Welfare was a member in the years prior to that.

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

No

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

Agencies from all 50 states are members as well as the District of Columbia and US territories. The Department is the sole New Hampshire agency belonging to the Association. All Divisions and Offices benefit from this membership.

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

APHSA's dues are based on population from the most recent US Census and the standard COLA increase. This year membership dues were negotiated to include all assessments in the membership with a 20% discount.

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

APHSA is the only association of the nation's top government human service executives from all 50 states, the District of Columbia, and the territories—and their key state program managers, plus hundreds of county-level directors of human services throughout the nation—for the exchange of knowledge, data, best practices, policy review and development, networking and advocacy.

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

Yes. Included in the cost are educational/research materials the Department receives including, but are not limited to, *This Week in Washington*, Legislative Summaries, Policy Papers, Testimonies, E-mail Alerts and Technical Assistance.

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

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.

One staff member, Mark Jewell, Division Director of Client Services has been nominated for a member position on the National Staff Development and Training Association.

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

The State would lose its source of timely information on potential and actual changes to federal legislation.

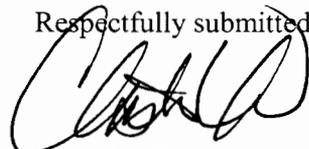
Should Governor and Council determine to deny this request, the Department of Health and Human Services would need to devote scarce resources to the development and maintenance of multiple sources for information it relies upon for the efficient management of its programs. Continuation of membership in the American Public Human Services Association is the most efficient means for procuring needed information.

Area served: statewide.

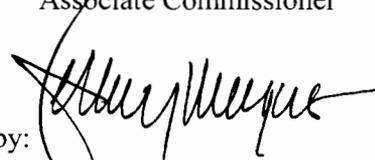
Source of funds: 34% Federal Funds; 66% General Funds.

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

Respectfully submitted,



Christine Tappan
Associate Commissioner



Approved by:

Jeffrey A. Meyers
Commissioner



American Public Human Services Association



October 15, 2017

Federal I.D: 36-2166948/D.U.N.S: 07-480-9344

Mr. Jeffrey Meyers, Commissioner

NH Department of Health and Human Services
129 Pleasant Street
State Office Park South
Concord, NH 03301-3852

APHSA Annual Membership Renewal Notice

Please pay by 3/31/2018

Renewal Period January 1, 2018 - December 31, 2018

PLEASE INCLUDE A COPY OF THIS INVOICE WITH ALL PAYMENTS

Please pay the amount below to renew your annual membership with APHSA.

If you have any questions about your membership services or benefits contact Guy DeSilva at (202) 682-0100 ext. 280 or gdesilva@aphsa.org

Please notify us of any changes in your agency contact information by e-mailing to memberservice@aphsa.org.

Table with 3 columns: Description, Amount, and Invoice #. Rows include State Agency Dues, Collaborative Center Assessment, Total, 20% Reduction for 2018, and Total Consolidated Dues Balance.

Make checks payable to APHSA and reference APHSA member ID on all payments.

ABA: 056001066 Account: 157106335

Credit Card Payment: MC AMEX VISA Credit Card No.

Expiration Date: Name as it appears on credit card:

Telephone No: Fax: E-mail:

THANK YOU FOR YOUR PAYMENT!

American Public Human Services Association, 1133 Nineteenth Street, NW • Suite 400 • Washington, DC 20036
Tel: (202) 682-0100 • Fax: (202) 204-0071 • www.aphsa.org <http://www.aphsa.org>

