



Lori A. Shibinette
Commissioner

Patricia M. Tilley
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH SERVICES

29 HAZEN DRIVE, CONCORD, NH 03301
603-271-4501 1-800-852-3345 Ext. 4501
Fax: 603-271-4827 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

May 24, 2022

The Honorable Karen Umberger, Chairman
Fiscal Committee of the General Court and

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

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Health and Human Services, Division of Public Health Services, to accept and expend funds from the Centers for Disease Control and Prevention (CDC) to fund the New Hampshire Integrated Viral Hepatitis Surveillance and Prevention program in the amount of \$337,090 effective July 1, 2022 upon approval by the Fiscal Committee and Governor and Executive Council through June 30, 2023 and further authorize the funds to be allocated as follows. 100% Federal Funds.
2. Contingent upon the approval of Requested Action #1, pursuant to RSA 124:15, authorize the Department of Health and Human Services, Division of Public Health Services to create a full-time temporary position, 9T3196, for the purpose of supporting the Integrated Viral Hepatitis Surveillance and Prevention Program effective July 1, 2022 upon approval by the Fiscal Committee and Governor and Executive Council through June 30, 2023. 100% Federal Funds.

05-95-90-902510-51700000-HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF INFECTIOUS DISEASE CONTROL, DISEASE CONTROL

Class-Account	Description	FY 23 Current Adjusted Authorized	Requested Action	FY23 Revised Adjusted Authorized
Revenue				
000-404533-16	Federal Funds	\$ 642,098	\$ 337,090	\$ 979,188
006-407146-44	Agency Income	\$ 101,033		\$ 101,033
	General Funds	\$ 722,830		\$ 722,830
Total Revenue:		\$ 1,465,961	\$ 337,090	\$ 1,803,051

Class-Account	Description	FY 23 Current Adjusted Authorized	Requested Action	FY23 Revised Adjusted Authorized
Expense				
010-500100	Personal Services Perm. Class	\$ 495,883	\$ -	\$ 495,883
018-500106	Overtime	\$ 45,000	\$ -	\$ 45,000
020-500200	Current Expenses	\$ 47,681	\$ -	\$ 47,681
026-500251	Organizational Dues	\$ 5,000	\$ -	\$ 5,000
030-500311	Equipment New Replacement	\$ 500	\$ -	\$ 500
037-500173	Technology-Hardware	\$ 5,000	\$ -	\$ 5,000
038-500175	Technology-Software	\$ 1,500	\$ -	\$ 1,500
039-500188	Telecommunications	\$ 2,000	\$ -	\$ 2,000
041-500801	Audit Fund Set Aside	\$ 1,700	\$ 337	\$ 2,037
042-500620	Additional Fringe Benefits	\$ 43,835	\$ 6,364	\$ 50,199
050-500109	Personal Service Temp Appoi	\$ 100,281	\$ -	\$ 100,281
059-500117	Temp Full Time	\$ -	\$ 71,989	\$ 71,989
060-500601	Benefits	\$ 320,468	\$ 42,246	\$ 362,714
066-500544	Employee Training	\$ 2,500	\$ -	\$ 2,500
070-500704	In State Travel Reimb	\$ 12,000	\$ -	\$ 12,000
080-500714	Out of State Travel Reimb	\$ 15,000	\$ -	\$ 15,000
102-500731	Contracts for Program Services	\$ 122,000	\$ 216,154	\$ 338,154
546-500389	Patient Care	\$ 112,613	\$ -	\$ 112,613
547-500394	Disease Control Emergencies	\$ 100,000	\$ -	\$ 100,000
548-500396	Reagents	\$ 33,000	\$ -	\$ 33,000
Total Expense:		\$ 1,465,961	\$ 337,090	\$ 1,803,051

EXPLANATION

This request is being made to accept additional grant funds available for the New Hampshire Integrated Viral Hepatitis Surveillance and Prevention Program. In recognition of the high burden of viral hepatitis and the need for increased public health resources, the Centers of Disease Control and Prevention (CDC) have awarded additional grant funds to further develop integrated viral hepatitis surveillance and prevention programs. These additional resources are intended to support viral hepatitis outbreak planning, detection, and response; surveillance for viral hepatitis infection; increased comprehensive viral hepatitis infection reporting; development of a jurisdictional viral hepatitis elimination plan; and linkage to infectious disease care and treatment services for persons diagnosed with viral hepatitis. These activities require the establishment of a dedicated Viral Hepatitis Epidemiologist to efficiently and accurately analyze, interpret, and report on infectious disease trends to inform the Division of Public Health Services decision-making and support viral hepatitis surveillance, prevention, and care efforts. This Viral Hepatitis Epidemiologist position is necessary in order to provide the highest level of awareness

related to the impact of viral hepatitis infection among persons living in NH, increase capacity to monitor changing disease patterns and initiate effective response, and support the development and completion of priority projects.

The funds are to be budgeted as follows:

- Class 041 These funds will be used to pay for audit fund set aside per state requirement.
- Class 042 These funds will be used to pay for post-retirement benefits.
- Class 059 These funds will be used to support a full time temporary Viral Hepatitis Epidemiologist, Program Specialist IV, Labor Grade 25, position# 9T3196. This position will develop and integrate viral hepatitis surveillance and prevention programs and will conduct and coordinate epidemiological investigations.
- Class 060 These funds will be used to pay for benefits associated with the new position above.
- Class 102 These funds will be used to contract for viral hepatitis elimination services by developing a 5-year tristate Viral Hepatitis Elimination Plan targeting prevention, diagnosis and treatment services.

The following information is provided in accordance with the comptroller's instructional memorandum dated September 21, 1981:

1. List of personnel involved: One full-time temporary Vital Hepatitis Epidemiologist/ Program Specialist IV (9T3196).
2. Nature, Need, and Duration: The position will provide for the increased needs caused by required activities under the Integrated Viral Hepatitis grant. The position will be needed for the duration of this funding.
3. Relationship to existing agency programs: This new funding will sit within the NH Department of Health & Human Services, Division of Public Health Services, Bureau of Infectious Disease Control, Infectious Disease Surveillance System, and will support the evolving needs of the Bureau of Infectious Disease Control as a whole.
4. Has a similar program been requested of the legislature and denied? No
5. Why wasn't funding included in the agency's budget request? At the time of budget submission it was not known that this additional funding would be available.
6. Can portions of the grant funds be utilized? All grant dollars are being used for this request.
7. Estimate the funds required to continue this position: Through June 30, 2023, estimated salary and benefits are as follows:

	<u>FY 2023</u>
Program Specialist IV	\$114,235

In response to the anticipated two-part question, "Can these funds be used to offset General Funds?" and "What is the compelling reason for not offsetting General Funds?" the Division offers the following information: The funds are provided for a specified purpose by the CDC as defined in the Notice of Grant Award and cannot be used to offset general funds. These funds will not change the program eligibility levels. No new program will be established with the acceptance of these funds.


Area served: Statewide

Source of Funds: These funds are 100% Federal from the Department of Health and Human Services, Centers for Disease Control and Prevention (CDC).

The Honorable Karen Umberger, Chairman
His Excellency, Governor Christopher T. Sununu
Page 4 of 4

If Federal Funds become no longer available, General Funds will not be requested to support the program expenditures.

Respectfully submitted,

A handwritten signature in black ink, reading "Lori Shabinette". The signature is fluid and cursive, with a large, stylized "L" and a long, sweeping tail that extends to the right.

Lori A. Shabinette
Commissioner



State Of New Hampshire
DIVISION OF PERSONNEL
Department of Administrative Services
54 Regional Drive, Suite 5
Concord, New Hampshire 03301

CHARLES M. ARLINGHAUS
Commissioner
(603) 271-3201

LORRIE A. RUDIS
Director of Personnel
(603) 271-3261

1/26/22

Ms. Christine Alexander—Director
Bureau of Human Services - DHHS
129 Pleasant Street
Concord, NH 03301

Regarding: Request to establish a full-time temporary Program Specialist IV, LG 25, pay schedule A000 – position # 9T3196

Dear Ms. Alexander:

The Division of Personnel approves your request received on 12/15/2021 for the Department of Health and Human Services to establish position # 9T3196 as a full-time, temporary Program Specialist IV, LG 25, pending funding approval.

This Program Specialist IV/Viral Hepatitis Epidemiologist position is being established to develop and integrate viral hepatitis surveillance and prevention programs in the Bureau of Infectious Disease Control. It will be funded through the Integrated Viral Hepatitis and Prevention Funding for Health Departments Grant. The role will conduct and coordinate case, cluster/outbreak, and epidemiological investigations following approved protocols, analyze and interpret surveillance data using statistical software, and will develop, review, and present reports on infectious disease trends, investigations, and outbreaks. Further, this position will make recommendations for the planning and development of disease surveillance, prevention, and care program activities and provide data for the Bureau of Infectious Disease Control. Decision-making and collaboration with federal and state officials and agencies, healthcare providers, public and private laboratories, and other partners will also be part of the role's purview to ensure timely, accurate, and compliant disease reporting.

This position number will be inactive until you receive funding approval from the Fiscal Committee per RSA 124:15.

It will be your responsibility to bring the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify the Division of Personnel Operations Section at CentralHRProcessing@nh.gov.

Sincerely,

Marianne Rechy
Classification & Compensation Administrator

Cc: Lorrie Rudis, Director of Personnel
Laurie Spring, Assistant Director of Human Services

AWARD HISTORY HEPATITIS GRANT

A

B	Hepatitis Award Ending 4/30/2022	315,000
	Hepatitis Award Ending 4/30/2023	315,000
C	Expended through 6/30/22	(98,847)
D	Unobligated Balance Unable to Spend	-
E	Award Balance 7/1/22	\$ 531,154
F	SFY 23 Appropriation **	(176,446)
	HIV-Surv Grant \$160,034	-
	Tuberculosis \$199,692	-
G	Balance Forward	-
H	Available to Accept in SFY 23	354,708
I	Amount Requested this Action	337,090

** SFY 23 Appropriation

	010-090-51700000	Current	OYR	Total	This Action	Revised Budget
J	Hepatitis	176,446	-	176,446	337,090	513,536
J	HIV Surveillance	160,034		160,034		160,034
J	Tuberculosis	199,692	-	199,692		199,692
	Total	536,172	-	536,172	337,090	873,262



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

Notice of Award

Award# 1 NU51PS005173-01-00
FAIN# NU51PS005173
Federal Award Date: 04/21/2021

Recipient Information

1. Recipient Name

New Hampshire Department of Health and Human
Services
129 PLEASANT ST
New Hampshire Department of Health and Human
Services

2. Congressional District of Recipient
02

3. Payment System Identifier (ID)

1026000618H1

4. Employer Identification Number (EIN)

026000618

5. Data Universal Numbering System (DUNS)

011040545

6. Recipient's Unique Entity Identifier

7. Project Director or Principal Investigator

Megan DeNubila
megan.denubila@dhhs.nh.gov
603-271-5289

8. Authorized Official

Ms. LISA MORRIS
lisa.morris@dhhs.nh.gov
6032714501

Federal Agency Information

CDC Office of Financial Resources

9. Awarding Agency Contact Information

Ms. Valerie McCloud
Grants Management Specialist
fyq4@cdc.gov
770.488.4790

10. Program Official Contact Information

Ms. Ebony Holt
Administrative Director
gv12@cdc.gov
770.488.5872

Federal Award Information

11. Award Number

1 NU51PS005173-01-00

12. Unique Federal Award Identification Number (FAIN)

NU51PS005173

13. Statutory Authority

This Program is authorized under section 318 of the Public Health Service Act (42 U.S.C. Section 247c, as amended)

14. Federal Award Project Title

New Hampshire Integrated VH Surveillance and Prevention Program

15. Assistance Listing Number

93.270

16. Assistance Listing Program Title

Adult Viral Hepatitis Prevention and Control

17. Award Action Type

New

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date	05/01/2021	End Date	04/30/2022
20. Total Amount of Federal Funds Obligated by this Action	\$315,000.00		
20a. Direct Cost Amount	\$256,250.00		
20b. Indirect Cost Amount	\$58,750.00		
21. Authorized Carryover	\$0.00		
22. Offset	\$0.00		
23. Total Amount of Federal Funds Obligated this budget period	\$0.00		
24. Total Approved Cost Sharing or Matching, where applicable	\$0.00		
25. Total Federal and Non-Federal Approved this Budget Period	\$315,000.00		
26. Project Period Start Date	05/01/2021	End Date	04/30/2026
27. Total Amount of the Federal Award Including Approved Cost Sharing or Matching this Project Period	Not Available		

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Mr. Arthur Lusby
Grants Management Officer, Team Lead

30. Remarks

New Award: Financial Assistance in the amount of \$315,000



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

Notice of Award

Award# 1 NU51PS005173-01-00

FAIN# NU51PS005173

Federal Award Date: 04/21/2021

Recipient Information

Recipient Name

New Hampshire Department of Health and Human
Services

129 PLEASANT ST

New Hampshire Department of Health and Human
Services

Congressional District of Recipient

02

Payment Account Number and Type

102600061811

Employer Identification Number (EIN) Data

026000618

Universal Numbering System (DUNS)

011040545

Recipient's Unique Entity Identifier

Not Available

31. Assistance Type

Cooperative Agreement

32. Type of Award

Other

33. Approved Budget

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only

II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$178,750.00
b. Fringe Benefits	\$0.00
c. Total Personnel Costs	\$178,750.00
d. Equipment	\$0.00
e. Supplies	\$0.00
f. Travel	\$0.00
g. Construction	\$0.00
h. Other	\$77,500.00
i. Contractual	\$0.00
j. TOTAL DIRECT COSTS	\$256,250.00
k. INDIRECT COSTS	\$58,750.00
l. TOTAL APPROVED BUDGET	\$315,000.00
m. Federal Share	\$315,000.00
n. Non-Federal Share	\$0.00

34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
1-9390C2C	21NU51PS005173	PS	41.51	\$33,898.00	75-21-0950
1-9390E3N	21NU51PS005173	PS	41.51	\$3,395.00	75-75-X-0512-009
1-9390GVQ	21NU51PS005173	PS	41.51	\$81,571.00	75-21-0950
1-9390GDH	21NU51PS005173	PS	41.51	\$154,687.00	75-21-0950
1-939ZRPQ	21NU51PS005173	PS	41.51	\$32,967.00	75-21-0950
1-939ZSEH	21NU51PS005173	PS	41.51	\$8,482.00	75-21-0949

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

Centers for Disease Control and Prevention

Notice of Award

Award# 5 NU51PS005173-02-00

FAIN# NU51PS005173

Federal Award Date: 04/20/2022

Recipient Information**1. Recipient Name**

Health and Human Services, New Hampshire Dept of
129 Pleasant St
New Hampshire Department of Health and Human
Services
Concord, NH 03301-3852

2. Congressional District of Recipient

02

3. Payment System Identifier (ID)

1026000618B5

4. Employer Identification Number (EIN)

026000618

5. Data Universal Numbering System (DUNS)

011040545

6. Recipient's Unique Entity Identifier (UEI)

LA2HR1U97VC6

7. Project Director or Principal Investigator

Ms. Patricia Tilley
patricia.m.tilley@dhhs.nh.gov
603-271-4517

8. Authorized Official

Ms. Richelle Swanson
AO / Financial Administrator
Richelle.Swanson@dhhs.nh.gov
603-271-4613

Federal Agency Information

CDC Office of Financial Resources

9. Awarding Agency Contact Information

Ms. Valerie McCloud
Grants Management Specialist
fyq4@cdc.gov
770-488-4790

10. Program Official Contact Information

Ms. Carmen Davis
Project Officer
NCHHSTP/DVH
xbq9@cdc.gov
770-488-2723

Federal Award Information**11. Award Number**

5 NU51PS005173-02-00

12. Unique Federal Award Identification Number (FAIN)

NU51PS005173

13. Statutory Authority

This Program is authorized under section 318 of the Public Health Service Act (42 U.S.C. Section 247c, as amended)

14. Federal Award Project Title

New Hampshire Integrated VH Surveillance and Prevention Program

15. Assistance Listing Number

93.270

16. Assistance Listing Program Title

Adult Viral Hepatitis Prevention and Control

17. Award Action Type

Non-Competing Continuation

18. Is the Award R&D?

No

Summary Federal Award Financial Information**19. Budget Period Start Date** 05/01/2022 **- End Date** 04/30/2023**20. Total Amount of Federal Funds Obligated by this Action**

\$315,000.00

20a. Direct Cost Amount

\$315,000.00

20b. Indirect Cost Amount

\$0.00

21. Authorized Carryover

\$0.00

22. Offset

\$0.00

23. Total Amount of Federal Funds Obligated this budget period

\$0.00

24. Total Approved Cost Sharing or Matching, where applicable

\$0.00

25. Total Federal and Non-Federal Approved this Budget Period

\$315,000.00

26. Project Period Start Date 05/01/2021 **- End Date** 04/30/2026**27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period**

Not Available

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Mr. Arthur Lushy
Grants Management Officer, Team Lead

30. Remarks

NCC: Financial Assistance in the amount of \$315,000.

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

Centers for Disease Control and Prevention

Notice of Award

Award# 5 NU51PS005173-02-00

FAIN# NU51PS005173

Federal Award Date: 04/20/2022

Recipient Information**Recipient Name**

Health and Human Services, New Hampshire Dept of
129 Pleasant St
New Hampshire Department of Health and Human
Services
Concord, NH 03301-3852

Congressional District of Recipient

02

Payment Account Number and Type

1026000618B5

Employer Identification Number (EIN) Data

026000618

Universal Numbering System (DUNS)

011040545

Recipient's Unique Entity Identifier (UEI)

LA2HRIU97VC6

31. Assistance Type

Cooperative Agreement

32. Type of Award

Other

33. Approved Budget

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only**II. Total project costs including grant funds and all other financial participation**

a. Salaries and Wages	\$133,591.00
b. Fringe Benefits	\$92,978.00
c. Total Personnel Costs	\$226,569.00
d. Equipment	\$1,761.00
e. Supplies	\$32,540.00
f. Travel	\$7,044.00
g. Construction	\$0.00
h. Other	\$47,086.00
i. Contractual	\$0.00

j. TOTAL DIRECT COSTS	\$315,000.00
-----------------------	--------------

k. INDIRECT COSTS	\$0.00
-------------------	--------

l. TOTAL APPROVED BUDGET	\$315,000.00
--------------------------	--------------

m. Federal Share	\$315,000.00
------------------	--------------

n. Non-Federal Share	\$0.00
----------------------	--------

34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
1-9390C2C	21NU51PS005173	PS	41.51	93.270	\$0.00	75-21-0950
1-9390E3N	21NU51PS005173	PS	41.51	93.270	\$0.00	75-75-X-0512-009
1-9390EVQ	21NU51PS005173	PS	41.51	93.270	\$0.00	75-21-0950
1-9390GDH	21NU51PS005173	PS	41.51	93.270	\$0.00	75-21-0950
1-939ZRPQ	21NU51PS005173	PS	41.51	93.270	\$0.00	75-21-0950
1-939ZSEH	21NU51PS005173	PS	41.51	93.270	\$0.00	75-21-0949
2-9390EVQ	21NU51PS005173	PS	41.51	93.270	\$80,556.00	75-22-0950
2-9390GSD	21NU51PS005173	PS	41.51	93.270	\$33,898.00	75-22-0950
2-9390GDH	21NU51PS005173	PS	41.51	93.270	\$163,169.00	75-22-0950
2-9390JTR	21NU51PS005173	PS	41.51	93.270	\$3,390.00	75-75-X-0512-009
2-939ZRPQ	21NU51PS005173	PS	41.51	93.270	\$33,987.00	75-22-0950