



STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF LONG TERM SUPPORTS AND SERVICES

Lori A. Shihinette
Commissioner

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

INFORMATIONAL ITEM

Pursuant to RSA 4:45, RSA 21-P:43, and Section 4 of Executive Order 2020-04 as extended by Executive Orders 2020-05, 2020-08, 2020-09, and 2020-10, Governor Sununu has authorized the Department of Health and Human Services, Division of Long Term Supports and Services, to enter into a sole source amendment to an existing agreement with Area Agency of Greater Nashua, Inc., d/b/a Gateway Community Services Nashua, New Hampshire for the provision of financial management services to manage payments to family caregivers for respite and support services provided to individuals by increasing the price limitation by \$450,000.00 from \$2,966,236.65 to \$3,416,236.65. 100% Federal Funds.

The original contract was approved by Governor and Council on March 1, 2017, item #20A, and most recently amended with Governor and Council approval on June 19, 2019, item #50. 51.24% Federal Funds. 48.76% General Funds.

Funds are available in the following accounts for State Fiscal Year 2021 and are anticipated to be available in State Fiscal Year 2022, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

Table with 7 columns: Fiscal Year, Class/Object, Class Title, Job Number, Current Budget, Governor Approved Informational Item - Increase (Decrease), Revised Budget. Rows include data for years 2017-2022 and a subtotal row.

Fiscal Year	Class/ Object	Class Title	Job Number	Current Budget	Governor Approved Informational Item - Increase (Decrease)	Revised Budget
2017	502-500891	Payments to Providers	48130400	\$123,295.00	\$0.00	\$123,295.00
2018	502-500891	Payments to Providers	48130400	\$302,507.00	\$0.00	\$302,507.00
2019	502-500891	Payments to Providers	48130400	\$302,507.00	\$0.00	\$302,507.00
2020	502-500891	Payments to Providers	48130400	\$302,507.00	\$0.00	\$302,507.00
2021	502-500891	Payments to Providers	48130400	\$0.00	\$0.00	\$0.00
2022	502-500891	Payments to Providers	48130400	\$0.00	\$0.00	\$0.00
		Subtotal		\$1,030,816.00	\$0.00	\$1,030,816.00
Fiscal Year	Class/ Object	Class Title	Job Number	Current Budget	Governor Approved Informational Item - Increase (Decrease)	Revised Budget
2017	570-500928	Family Caregiver	tbd	\$0.00	\$0.00	\$0.00
2018	570-500928	Family Caregiver	tbd	\$0.00	\$0.00	\$0.00
2019	570-500928	Family Caregiver	tbd	\$0.00	\$0.00	\$0.00
2020	570-500928	Family Caregiver	tbd	\$0.00	\$0.00	\$0.00
2021	570-500928	Family Caregiver	tbd	\$0.00	\$450,000.00	\$450,000.00
2022	570-500928	Family Caregiver	tbd	\$0.00	\$0.00	\$0.00
		Subtotal		\$0.00	\$450,000.00	\$450,000.00
		Grand Total		\$2,966,236.65	\$450,000.00	\$3,416,236.65

EXPLANATION

The Department requested that the Governor approve the item as sole source because the amendment increased price limitation by more than 10 percent of original price limitation. This amendment provides financial management services to family caregivers that receive Coronavirus Aid, Relief, and Economic Security (CARES) Act funds for respite and support services provided to individuals. The Family Caregiver Program provides supports and services for family caregivers who provide home care for aging family members and for grandparents/relative caregivers, ages fifty-five (55) and up who are raising grandchildren. Caregiver supports and services include, but are not limited to, respite care, educational materials, and emergency and outreach services.

The Contractor pays caregivers' expenses and serves as the employer of record for family managed employees, who are individuals chosen by the family caregivers as respite providers and are not employees of an agency. The Contractor, acting as the employer of record, eliminates the additional responsibility of family caregivers to manage payroll, workers' compensation liability, unemployment insurance and tax related issues, yet preserves the family's control over choosing and managing respite providers in a person-centered service model.

The Department will monitor contracted services using the following performance measures:

- Percentage of invoices paid in a timely manner.
- Percentage of positive survey responses to from caregivers.
- Monthly reports to the Department.

Area served: Statewide

Respectfully submitted,



Lori A. Shibinette
Commissioner