



The State of New Hampshire  
**Department of Environmental Services**

**Clark B. Freise, Assistant Commissioner**



March 13, 2017

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

**REQUESTED ACTION**

Authorize the New Hampshire Department of Environmental Services (NHDES) to enter into a Memorandum of Agreement (MOA) with the New Hampshire Department of Health and Human Services (NHDHHS), (VC #177921-B001) and the New Hampshire Department of Agriculture, Markets and Food (NHDAMF) (VC#177876-BOO1) in the amount of \$4,000 to support the development and distribution of Integrative Pest Management (IPM) for Tick-borne Disease Prevention Educational Kits, effective upon Governor and Council approval through September 30, 2018. 100% federal funds.

Funding is available in the following account:

	<u>FY 2017</u>
03-44-44-4402010-7602-072-500576	\$4,000
Department of Environmental Services, Surface Water Quality PPG, Grants - Federal	

**EXPLANATION**

The EPA has approved this cross media/cross agency project to minimize tick exposure among primary and secondary aged (5-14 year olds) children while utilizing an IPM approach to encourage the judicious use of pesticides to protect public health and the environment. Though this agreement is below the \$25,000 threshold limit for Governor and Council, payments to the NHDHHS this fiscal year have exceeded the threshold.

NHDHHS will coordinate with NHDAMF and NHDES to establish a Tick-borne Disease Prevention Activity Kit Lending Library and conduct workshops at schools and other educational facilities on IPM techniques.

Matching funds are not required as part of this project. In the event that the federal funds become no longer available, general funds will not be requested to support this program. This agreement has been approved by the Office of the Attorney General as to form, substance and execution.

We respectfully request your approval.

Clark B. Freise, Assistant Commissioner



**MEMORANDUM OF AGREEMENT  
BETWEEN  
NH DEPARTMENT OF ENVIRONMENTAL SERVICES (NHDES)  
AND  
NH DEPARTMENT OF HEALTH AND HUMAN SERVICES (NHDHHS)  
AND  
NH DEPARTMENT OF AGRICULTURE, MARKETS AND FOOD (NHDAMF)**

**Title:** Integrated Pest Management (IPM) Approach for Tickborne Disease Prevention

**Timeline of Agreement:** This Memorandum of Agreement (Agreement) duration extends from the date of approval by Governor and Executive Council of the State of New Hampshire (Effective Date) through September 30, 2018, unless terminated by either party, or extended in writing by subsequent agreement of the parties and acceptance by Governor and Council.

**Purpose of Agreement:** Lyme disease and other tick-borne diseases are an important cause of illness in New Hampshire. Data show that the annual incidence of Lyme disease is highest among the 5-14 year age group, but is high for all primary and secondary school age children. Integrated Pest Management (IPM) that combines biological, cultural, physical and chemical tactics to minimize economic, health and environmental risks will encourage the judicious use of pesticides to benefit public health and the environment.

**Project Summary:** NHDES has been awarded multipurpose grant funds by the United States Environmental Protection Agency (USEPA) as authorized by the Consolidated Appropriations Act, 2016. The USEPA approved the use of \$4,000 in multipurpose grant funds for a cross-media/cross-agency project to minimize tick exposure among primary and secondary school age (5-14 year olds) children while utilizing an IPM approach. NHDHHS will establish a Tickborne Disease Prevention Activity Kit and Lending Library and will coordinate with NHDES and the NH Department of Agriculture, Markets and Food (NHDAMF) to conduct workshops at schools and other educational facilities on additional IPM techniques.

This Agreement outlines the general responsibilities of NHDES, NHDHHS and NHDAMF relative to support for implementing the IPM Approach for Tickborne Disease Prevention project including the proposed schedule for the work and the funding provided by NHDES.

For the purposes of this Agreement, NHDES and NHDHHS agree to cooperate as follows:

**NHDES agrees to:**

- A. Provide NHDHHS with funding as described in the Funding, Costs and Payment section;
- B. Assign responsible staff to oversee the project and the final work products.

**NHDHHS agrees to:**

- A. Work with NHDES and NHDAMF, as outlined in the Project Details section, to implement and ensure satisfactory completion of the project;
- B. Assign responsible staff to serve as a liaison with NHDES for the purpose of carrying out this Agreement.

**NHDAMF agrees to:**

- A. Work with NHDES and NHDHHS, as outlined in the Project Details section;
- B. Assign responsible staff to serve as a liaison with NHDES for the purpose of carrying out this Agreement.

**Funding, Costs and Payment:**

Funding for this project in the amount of \$4,000 is available via this Agreement from federal multipurpose grant funds awarded to NHDES by the USEPA as part of its Federal Fiscal Year 2016-2018 Performance Partnership Grant (CFDA# 66.605). All applicable requirements, regulations, provisions, terms and conditions of the Performance Partnership Grant are hereby adopted in full force and effect to the relationship between NHDES and NHDHHS for the purpose of work performed under this Agreement. The Activity Kits and promotional materials will give credit to NHDES and USEPA with the following language: "Funding for this project was provided in part by the N.H. Department of Environmental Services with funds from the U.S. Environmental Protection Agency."

NHDES shall pay NHDHHS project costs upon satisfactory completion of the tasks specified under Project Deliverables.

- A. Upon completion of and NHDES approval of Task 1.....\$2,500
- B. Upon completion of and NHDES approval of Task 2.....\$1,000
- C. Upon completion of and NHDES approval of Tasks 3 and 4.....\$ 500

Total reimbursable costs shall not exceed \$4,000. If expenses by NHDHHS to implement any portion of this project precede the Effective Date, all services shall be performed at the sole risk of NHDHHS. In the event that this Agreement does not become effective, NHDES shall be under no obligation to pay for costs incurred or services performed. However, if this Agreement becomes effective, all costs incurred prior to the Effective Date that would otherwise be allowable shall be paid under the terms of this Agreement.

**Project Details:**

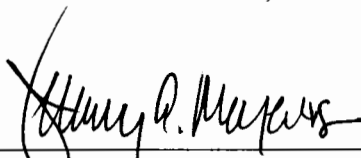
Task 1: In coordination with NHDES and NHDAMF, NHDHHS will create 20 Tickborne Disease Prevention Activity Kits which will be available for loan through a Lending Library.

Task 2: In coordination with NHDAMF, NHDHHS will promote the use of the Tickborne Disease Prevention Activity kits through at least five presentations at schools and other educational locations as well as on the NHDHHS website.


Task 3: NHDHHS will distribute the Tickborne Disease Prevention Activity Kits to institutions upon request.

Task 4: By September 30, 2018, NHDHHS will submit to NHDES a report describing the project outcomes.

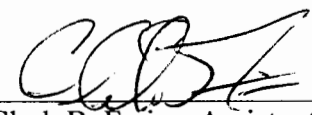
IN WITNESS WHEREOF, the respective parties have hereunto set their hands on the dates indicated.

  
\_\_\_\_\_  
Jeffrey A. Meyers, Commissioner  
NH Department of Health and Human Services

2/23/17  
Date

  
\_\_\_\_\_  
Lorraine Stuart Merrill, Commissioner  
NH Department of Agriculture, Markets & Food

2-15-17  
Date

  
\_\_\_\_\_  
Clark B. Freise, Assistant Commissioner  
NH Department of Environmental Services

3/17/17  
Date

OFFICE OF THE ATTORNEY GENERAL

By:   
\_\_\_\_\_  
Assistant Attorney General

Date: 3/20/17, \_\_\_\_\_

I hereby certify that the foregoing agreement was approved by the Governor and Council of the State of New Hampshire at their meeting on \_\_\_\_\_, \_\_\_\_\_.

OFFICE OF THE SECRETARY OF STATE

By: \_\_\_\_\_

Title: \_\_\_\_\_