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

Lori A. Shibinette
 Commissioner

Patricia M. Tilley
 Interim Director

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May 27, 2021

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

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division of Public Health Services, Bureau of Informatics, Behavioral Risk Factor Surveillance program to accept and expend other funds in the amount of \$2,000 from the Alzheimer's Association, \$35,000 from the University of New Hampshire's Institute on Disability, and \$18,000 from Dartmouth Hitchcock Medical Center's New Hampshire Colorectal Cancer Screening Program (NHCRCSP) to fund the Behavioral Risk Factor Surveillance program effective upon date of Governor and Executive Council approval through June 30, 2022 and further authorize the funds to be allocated as follows. 100% Other funds.

05-95-90-900510-86670000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF INFORMATICS, (BRFS) BEHAVIORIAL RISK FACTOR SURVEILLANCE

SFY 2021

| Class/Object | Class Title | Current Modified Budget | Increase (Decrease) Amount | Revised Modified Budget |
|-----------------------|-----------------------------|-------------------------|----------------------------|-------------------------|
| 000-403096 | Federal Funds | \$509,629 | \$0 | \$509,629 |
| 005-401716 | Other Funds | \$25,000 | \$55,000 | \$80,000 |
| | General Funds | \$0 | \$0 | \$0 |
| Total Revenue | | \$534,629 | \$55,000 | \$589,629 |
| 010-500100 | Personal Services - Perm | \$68,952 | \$0 | \$68,952 |
| 020-500200 | Current Expense | \$450 | \$0 | \$450 |
| 039-500188 | Telecommunications | \$100 | \$0 | \$100 |
| 041-500801 | Audit Fund Set Aside | \$510 | \$0 | \$510 |
| 042-500620 | Additional Fringe Benefits | \$7,192 | \$0 | \$7,192 |
| 060-500601 | Benefits | \$44,397 | \$0 | \$44,397 |
| 070-500709 | In State Travel | \$250 | \$0 | \$250 |
| 080-500179 | Out-of-State Travel | \$4,514 | \$0 | \$4,514 |
| 519-500360 | Behavior Risk Factor Survey | \$408,264 | \$55,000 | \$463,264 |
| Total Expenses | | \$534,629 | \$55,000 | \$589,629 |

The Department of Health and Human Services' Mission is to join communities and families in providing opportunities for citizens to achieve health and independence.

EXPLANATION

The additional funds would be used to supplement the Centers for Disease Control and Prevention (CDC) federal funding for conducting 6,000 telephone health interviews annually implemented under the New Hampshire Behavioral Risk Factor Surveillance Survey (NH BRFSS) Program.

The NH BRFSS is a statewide, random telephone survey of adults that has been conducted annually in New Hampshire for the past twenty years. The survey period begins in January of each year and continues for the next twelve consecutive calendar months without interruption.

The objective of the NH BRFSS is to measure the prevalence of specific health risk behaviors among New Hampshire citizens as well as to understand their knowledge of both the health risks and health benefits that can be influenced by individual behavior. The telephone survey provides information about health related behaviors at the state and county levels as well as for the Cities of Manchester and Nashua.

Information is also collected about the prevalence of health conditions such as asthma, diabetes and cardiovascular disease. No personally identifiable information is collected. Participation in the survey is voluntary.

The information from the survey is used by the Department of Health and Human Services to identify high-risk segments of the population and to plan, implement and evaluate strategies and activities to promote health and prevent disease. This information is also used to inform policy makers and the public to assist with setting health program priorities. The Behavioral Risk Factor Surveillance Survey is the only comprehensive source of data for measuring general health status, behavior, prevention and screening in the adult population in New Hampshire.

Funds are budgeted as follows:

Class 519 – The funds included here will be used towards the contracted survey and data collection activities.

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: These funds may not be used to offset General Funds as they are specifically granted to the State for the purpose of providing the services described above.

These funds will not change the program eligibility levels. No new program will be established with the acceptance of these funds.

Area served: Statewide

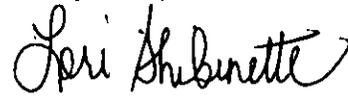
Source of funds: These funds are 100% Other – Operating Grants Local Funds.

Attached is a copy of the letter of commitment of funds from the organizations. A smaller amount was added to the operating budget, as the funds were not anticipated at this higher level at the time the budget was developed. This request is to accept the difference from what was budgeted, \$25,000, to what is being awarded, \$55,000 for a total of \$80,000.

In the event that these Other funds are no longer available, General Funds will not be requested to support this program.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
May 27, 2021
Page 3 of 3

Respectfully submitted,

A handwritten signature in black ink that reads "Lori A. Shibinette". The signature is written in a cursive, flowing style with a large initial "L" and a decorative flourish at the end.

Lori A. Shibinette
Commissioner

August 18, 2020

Dear Dr. Kim Lim:

This letter serves to memorialize the ongoing discussions between the Alzheimer's Association and the New Hampshire Division of Public Health Services (NH DPHS) regarding the incorporation of the Cognitive Decline Module as an Optional Module in the New Hampshire 2020 Behavioral Risk Factor Surveillance System (BRFSS) survey. This document is a Letter of Intent (Letter) only. It is not a binding legal agreement.

The proposed terms of the contract are as follows:

The Alzheimer's Association will:

1. Assign John Shean to serve as a project liaison.
2. Regularly communicate with the New Hampshire DPHS as needed throughout the duration of the project to ensure project goals are achieved.
3. Pay the sum of \$27,000 to the NH DPHS to include the Cognitive Decline Module as an Optional Module in the BRFSS survey in 2020. Payment will be made no later than December 31, 2020. The Cognitive Decline Module to be included as an Optional Module in the BRFSS survey is attached hereto and incorporated herein as an Exhibit.

The New Hampshire Division of Public Health Services will:

1. Assign Kim Lim to serve as project liaison.
2. Regularly communicate with the Alzheimer's Association as needed throughout the duration of the project to ensure project goals are achieved.
3. Include as an Optional Module the Cognitive Decline Module developed by the Centers for Disease Control and Prevention (CDC) in the New Hampshire 2020 BRFSS survey.
4. Survey residents of New Hampshire in accordance with standard BRFSS survey processes, and use the Optional Module in accordance with the policies and practices of the CDC for Optional Modules.
5. Provide the data from the BRFSS Optional Module referred to above in accordance with the policies of the CDC for uploading data from Optional Modules.
6. Accept the sum of \$27,000 from the Alzheimer's Association as restricted or earmarked funds designated specifically for the use of the Cognitive Decline Module as an Optional Module in the 2020 BRFSS survey. Should the New Hampshire Division of Public Health Services not use the module as specified above, not add it as an Optional Module in the BRFSS survey, or not upload the data in accordance with CDC policy, the New Hampshire Division of Public Health Services agrees that it will immediately refund the sum of \$27,000 to the Alzheimer's Association and have no right to such funds.

The parties agree, in good faith, to execute a written Memorandum of Understanding incorporating substantially the same terms as this Letter on or before December 31, 2020. If this letter accurately represents the terms of the proposed agreement, please return a signed copy.

Yours truly,

John Shean

8.14.20

John Shean
Associate Director of Public Health
Alzheimer's Association

Date

Acknowledged and agreed to by:

Kim Lim

8/17/20

Kim Lim
BRFSS Coordinator
New Hampshire Division of Public Health Services

Date

Institute on Disability/UCED



March 1, 2021

Kim C. Lim, PhD, MPH
BRFSS Coordinator
Bureau of Public Health Statistics and Informatics
NH Division of Public Health Services
29 Hazen Drive
Concord, NH 03301-6504

NH Disability &
Public Health Project

10 West Edge Drive
Suite 101
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V: 603.862.4320

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TTY: 7.1.1 (Relay NH)

www.nhdisabilityhealth.org

Re: CDC-RFS-DP20-2007 (Behavioral Risk Factor Surveillance System)

Dear Dr. Lim:

As the Principal Investigator of the NH Disability & Public Health Project at the University of New Hampshire Institute on Disability, I am pleased to offer support for the 2021-2023 Behavioral Risk Factor Surveillance System (BRFSS).

Since its inception in 2012, my project has relied on data from the NH BRFSS as a key opportunity to surveil health indicators of people with and without disabilities in our state. NH BRFSS collects and provides quality data that is important and useful to our program that is not available from other sources at the state/county and public health region levels. We use it regularly to create infographic data and policy briefs aimed at improving the health and wellness of NH residents with disabilities. Often, we use data from the optional modules that NH BRFSS fields, as these frequently represent areas of interest or need within our target population.

During the fiscal year 2021, my project will contribute \$30,000 in financial support to supplement the NH BRFSS budget. These funds must be invoiced prior to June 30, 2021.

Thank you for the important work you do with the NH BRFSS.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kimberly Phillips'.

Kimberly Phillips
Research Assistant Professor





**University of
New Hampshire**

Institute on Disability/UCED
A University Center for Excellence in
Disability

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March 17, 2021

Kim C. Lim, PhD, MPH
BRFSS Coordinator
Bureau of Public Health Statistics and Informatics
New Hampshire Division of Public Health Services
29 Hazen Drive
Concord, NH 03301-6504

Dear Dr. Lim:

Please accept this letter as confirmation that the NH Occupational Health Surveillance Program (NH OHSP) at the Institute on Disability at the University of New Hampshire is committed to supporting the state added question on work-related injury on the 2021 NH Behavioral Risk Factor Surveillance Survey (BRFSS).

Supporting collection of industry and occupation variables is a critical piece of occupational health surveillance activities. NH has an important history in informing work-related injury prevention efforts through the surveillance of injury requiring medical attention and payer source through the NH BRFSS. Including the work-related injury question is especially important in 2020, as the state will be asking other questions on opioid use. Emerging research on workplace injury surveillance indicates an association between injury at work and opioid use. It will be critical to analyze these relationships in order to better target prevention efforts.

The NH OHSP will support the state added questions for \$5,000 for the 2021 NH BRFSS.

Thank you for your continued partnership.

Sincerely,

A handwritten signature in black ink that reads "Karla Armenti".

Karla Armenti, MS, ScD.

Principal Investigator, NH Occupational Health Surveillance Program



Dartmouth-Hitchcock Medical Center
NHCRCS- Colburn Hill
One Medical Center Drive
Lebanon, NH 03756-0001
(603) 653-3702
Fax (603) 650-0780

May 7th 2021

Kim C. Lim, PhD, MPH
BRFSS Coordinator
Bureau of Public Health Statistics and Informatics
New Hampshire Division of Public Health Services
29 Hazen Drive
Concord, NH 03301-6504

Dear Dr. Lim:

We are writing to convey the importance of continuing the Colorectal Cancer (CRC) screening question for the New Hampshire Behavioral Risk Factor Surveillance Survey (NHBRFSS) for 2022. In addition to the question that the New Hampshire Colorectal Cancer Screening Program (NHCRCS) added to the 2020 BFSS, we would like to add three additional questions to the 2022 survey as well.

CRC continues to be the second most common cause of cancer death in men and women in New Hampshire and the U.S., despite being a preventable disease. The good news is that the NH CRC screening rates are among the highest in the country due to the work of many organizations including the NHCRCS. The NHBRFSS CRC screening data allows measurement of screening rates by age, education, income and geography in a timely manner, and the state added questions provide critical data to focus evidence-based strategies on areas where they will be most effective.

NHCRCS has included in the program budget to the Centers For Disease Control and Prevention (CDC) for PY 1, July 1, 2020 through June 30, 2021 the cost of the four state added CRC screening questions, each \$4500, for the total amount of \$18,000 for the NHBRFSS 2022, and request to be invoiced by June 7th.

Please feel free to call with any questions and thank you for your continued partnership.

Sincerely,

A handwritten signature in black ink that reads "Gail Sullivan".

Gail Sullivan
Program Director

Cc: Lynn Butterly, MD