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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF ECONOMIC & HOUSING STABILITY

Jeffrey A. Meyers  
Commissioner

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Christine L. Santaniello  
Director

April 4, 2019

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 Economic & Housing Stability to make a one-time payment to **retroactively** pay membership dues to 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, 2019 through December 31, 2019, in the amount of \$14,812.00. Source of funds: 34% Federal Funds; 66% General Funds.

Funds to support this request are available in the following account for State Fiscal Year (SFY) 2019:

**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
2019	026-500251	45000003	Memberships	\$14,812.00

**EXPLANATION**

This request is **retroactive** because the Department was not able to process the request to renew membership for 2019 in time to submit this request to the Governor and Executive Council before start of the 2019 membership period on January 1, 2019.

The purpose of this request is to pay membership dues for the Division of Economic Housing and Stability to the American Public Human Services Association for the period of January 1, 2019 through December 31, 2019. Membership is renewed on an annual basis.

Participation in the American Public Human Services Association benefits the State of New Hampshire.

APHSA 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 to the State. The most accurate and readily available information of this type is necessary for the efficient administration of our programs.

Listed below are answers to standard questions required for Governor and Executive Council organization due and membership approval submissions:

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 states belong 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.

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.

Ten DHHS employees are members: Jeffrey Meyers, Commissioner; Lori Weaver, Associate Commissioner; Thomas Pristow, Assistant Commissioner; Christine Tappan, Associate Commissioner Christine Santaniello, Division of Economic and Housing Stability Director; Joseph Ribsam, Division of Children, Youth and Families Director; Deborah Scheetz, Long Term Supports and Services Director; Katja Fox, Behavioral Health Director; Maureen Burke, Bureau of Family Assistance Administrator; and Debra Sorli, Bureau of Family Assistance Bureau Chief.

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.

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Page 4 of 4

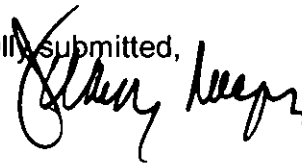
Should the Governor and Executive Council not approve this request, the Department may not have access to timely and accurate information about federal programs, federal funding, future directions, and interpretation of proposed laws and rules, which may affect the Department's ability to efficiently manage its programs. Continuation of membership in the American Public Human Services Association is the most efficient means for procuring this important information.

Area served: Statewide.

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

In the event that Federal funds become no longer available, additional General funds will not be requested to support this membership.

Respectfully submitted,



Jeffrey  
Jeffery A. Meyers  
Commissioner



American Public Human Services Association



February 08, 2019

Second Notice

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

Jeffrey Meyers  
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 3/31/2019**

**Renewal Period January 01, 2019 - December 31, 2019**

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 questions about your membership services or benefits, contact Donna Jarvis-Miller at [memberservice@aphsa.org](mailto:memberservice@aphsa.org).

Please notify us of any changes in your agency contact information by e-mailing [memberservice@aphsa.org](mailto:memberservice@aphsa.org).  
Payments made in the last 30 days may not be reflected at the time of this mailing.

APHSA Member ID: 26565

Invoice #: 2018-26565

State Agency Dues

\$14,812.00

Balance Due

\$14,812.00

Make checks payable to American Public Human Services Association  
and reference APHSA member ID on all payments.

United Bank ABA: 056001066 Account: 157106336

Credit Card Payment:  MC  AMEX  VISA Credit Card No. \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Name as it appears on credit card: \_\_\_\_\_

Telephone No: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

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)

*OK to pay*  
*[Signature]*  
*2/21/19*

