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Jeffrey A. Meyers
Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF THE COMMISSIONER

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July 29, 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, to enter into an educational tuition agreement and to pay said costs in an amount of \$3,000.00 as follows:

Institution:	New England College 98 Bridge Street Henniker, NH 03242
Course Title(s):	PO 6320 Leadership and Negotiations PO 6650 Program Evaluation
Course Date(s):	Begin: 08/26/2019 End: 12/15/ 2019
Employee:	Krishna Dubreuil
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$4,528.00
State Share:	\$3,000.00
Source of Funds:	Employee Training, 25% Federal, 75% General

EXPLANATION

These courses, Leadership & Negotiations and Program Evaluation, will benefit the Department by allowing Krisha Dubreuil to further her knowledge in public policy and illustrate her commitment to a career in Human Services. This program will refresh certain skills necessary when working in collaborative groups; to include leadership, research, and project management. For this reason, the program is highly relevant to her current position as the Systems and Policy Specialist for the Bureau of Child Development and Head Start Collaboration. Much of the work she does is focused on analyzing and interpreting data and policies in order to plan, implement, and evaluate statewide and regional childcare scholarship and early childhood programming. Knowledge gained from this program will be integrated into daily practice and further develop leadership skills. It will also play a role in helping build relationships and present relevant proposals as needed.

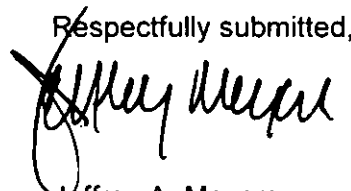
Krisha Dubreuil has been employed by the Department of Health and Human Services (DHHS) for three (3) years and is currently a Program Specialist IV, Systems and Policy Specialist in the Bureau of Child Development and Head Start Collaboration in the Division of Economic and Housing Stability. Her duties entail monitoring and evaluating policies, procedures, and operations for the statewide Child Care and Development Fund program and Head Start Collaboration Office, including child care scholarship, quality initiatives, provider relations, personnel, and management, while promoting the integration of early childhood or afterschool programs and initiatives.

The Department of Health and Human Services encourages and supports employees who wish to further their professional growth through continuing education in disciplines that are mutually advantageous. Successful completion of the program will add to the overall strength of the Department to perform its mission to the residents of New Hampshire.

This course will not be taken on State time.

Attached is a fully executed Tuition Agreement for your review.

Respectfully submitted,



Jeffrey A. Meyers
Commissioner



THE STATE OF NEW HAMPSHIRE
EDUCATIONAL TUITION AGREEMENT

Agreement dated this July day of 17, 2019 by and through the Department of Health and Human Services (hereinafter referred to as the "State) and Krishna Dubreuil (hereinafter referred to as the "Recipient"). The State and the Recipient do hereby mutually agree as follows:

- 1. The State shall pay to the named institution the sum of \$3,000.00, which monies shall be used for the purpose of enrolling the Recipient in: PO 6320 Leadership and Negotiations and PO 6650 Program Evaluation (course names), which course(s) is being offered by New England College and which course(s) shall commence on August 26, 2019 and terminate on December 15, 2019.
2. The Recipient shall complete and achieve a passing grade in each course named in paragraph 1.
3. Should the Recipient fail to complete or achieve a passing grade in each course named in paragraph 1, the Recipient shall pay to the State the sum set forth in paragraph 1, provided, however, that if more than one course is named in paragraph 1, the amount which shall be paid to the State shall be calculated on a pro rata basis.
4. Upon the satisfactory completion of the courses named in paragraph 1, the Recipient shall continue in the employ of the State in his/her current position (or in such other position, at equal or greater compensation, to which he/she may be assigned) for a period of six (6) months.
5. The Recipient shall work in any area of the State to which he/she may be assigned, provided that such assignment will not constitute a severe hardship to said Recipient.
6. Should the Recipient breach any of the conditions set forth in paragraphs 4 and 5, the Recipient shall pay to the State a sum equal to all monies previously paid by the State for the Recipient pursuant to the Agreement, provided, however, that the Recipient shall receive a credit for each month in which he/she is employed by the State subsequent to the date upon which the named course(s) are satisfactorily completed, the value of said credit to be calculated on a pro rata basis.
7. The Recipient shall not raise any setoff or counterclaim against the State in any action brought by the State to collect any amount due under this agreement.
8. Should any amount be found to be due the State in any action brought against the Recipient pursuant to this Agreement, the State shall, in addition to said amount, be entitled to an award of costs and a reasonable amount in "attorney" fees.

IN WITNESS WHEREOF the representatives of the State, in his/her official capacity only, and without personal liability, and the Recipient, have hereunto set their hands on the date first above written.

RECIPIENT

(signature) Krishna Dubreuil

(printed name) Krishna Dubreuil

NOTARY

State of New Hampshire, County of Merrimack

On this the 29 day of July 20 19, before me, Melissa Wardner the undersigned officer, personally appeared, Krishna Dubreuil (recipient) known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes herein contained.

In witness whereof I hereunto set my hand and official seal.

Melissa M. Wardner
Notary Public/Justice of the Peace

Melissa M. Wardner, Notary Public
State of New Hampshire
My Commission Expires February 20, 2024

THE STATE OF NEW HAMPSHIRE

(signature) J. Heepus

(date) 7/30/19

(printed name, title) J. Heepus
Commissioner