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

Jeffrey A. Meyers  
Commissioner

Lisa M. Morris  
Director

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October 22, 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 make a **retroactive** payment to the Association of Maternal and Child Health Programs, 1825 K Street, NW, Suite 250, Washington, DC 20006, (Vendor #216301-B001) in the amount of \$7,200 for annual membership dues, effective retroactive to October 1, 2019, upon Governor and Executive Council approval through September 30, 2020. 62.5% Federal Funds, 37.5% General Funds.

Funds to support this request are available in the following accounts:

**05-95-90-902010-5190 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS,  
HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF POPULATION HEALTH AND COMMUNITY  
SERVICES, MATERNAL AND CHILD HEALTH**

Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
SFY 2020	026/500251	Organizational Dues	90004009	\$3,600
			<i>Subtotal</i>	<i>\$3,600</i>

**05-95-93-930010-5191 HEALTH AND SOCIAL SERVICES, DEPT. OF HEALTH AND HUMAN SVCS,  
HHS: DIVISION OF LONG TERM SUPPORTS AND SERVICES, SPECIAL MEDICAL SERVICES**

Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
SFY 2020	026/500251	Organizational Dues	93001000	\$3,600
			<i>Subtotal</i>	<i>\$3,600</i>
			<b>Grand Total</b>	<b>\$7,200</b>

**EXPLANATION**

This request is retroactive as the funds to support this membership were not available during the continuing resolution.

The Association of Maternal and Child Health Program's mission is to support state maternal and child health programs and provide national leadership on issues affecting women and children including those with special health care needs.

Listed below are answers to standard questions required for Governor and Council organization dues 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?
  - The Association of Maternal and Child Health Programs was incorporated in 1987 and New Hampshire was among its founding members. The organization's predecessor was established with the very beginning of state Title V Maternal and Child Health Programs over 75 years ago.
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?
  - All 50 states belong to the Association of Maternal and Child Health Programs. The Department of Health and Human Services is the only New Hampshire state agency that is a member. The Maternal and Child Health Section of the Division of Public Health Services and the Special Medical Services of the Division of Community Based Services share membership fees and participation.
4. How is the dues structure established?
  - The Association of Maternal and Child Health Programs dues are a standard fee based on State population.
5. What benefit does the state receive from participating in this membership?
  - Association of Maternal and Child Health Programs members have the opportunity to share and learn about model practices with the Maternal and Child Health community from across the country. Members receive quality resources, tools and handbooks to help build successful programs and strengthen public health infrastructure, like the *MCH Navigator: Addressing the Professional Development Needs of the State Title V Workforce*. The Association of Maternal and Child Health Programs promotes access to technical assistance in Maternal and Child Health/Children with Special Health Care Needs by answering states' questions about issues ranging from adolescent health and developmental delays to data and Medicaid. The Association of Maternal and Child Health Programs also represents Maternal and Child Health interests before Congress and Federal agencies.
6. Are training or educational/research materials included in the membership? If so, is the cost included? Explain in detail.
  - As a benefit of membership, Maternal and Child Health and Special Medical Services receive numerous educational and research materials from the Association of Maternal and Child Health Programs on emerging trends and topics of interest. Additional Federal grants are received by the Association of Maternal and Child Health Programs to provide opportunities for training and workforce development.
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

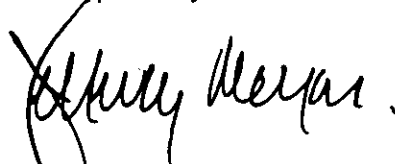
8. Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips.
- No. Membership fees do not support travel for members at large, board members or committee members. There are separate federal grant funds that support travel for board leadership meetings for board members.
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).
- Rhonda Siegel, Administrator, Maternal and Child Health Section, Member.
  - Deirdre Dunn Tierney, Administrator, Special Medical Services, Member.
  - Susan Moore, CYSHCN Clinical Coordinator, Special Medical Services, Member.
  - Paulette Valliere, Program Planner III, Maternal and Child Health Section Member.
10. Explain in detail any negative impact to the State if the Agency did not belong to this organization.
- Should Governor and Executive Council not authorize this request, the Department could incur costs that exceed the cost of membership. The Association of Maternal and Child Health Programs assist the state by disseminating best practices and advocating for federal support for the Title V grant, and provide significant, specific technical assistance directly to New Hampshire. Contracting or paying directly for these services would far exceed the shared membership costs between Maternal and Child Health and Special Medical Services.

Area served: Statewide.

Source of Funds: Source of funds is 62.5% Federal Funds from the U.S. Department of Health and Human Services, Health Resources and Services Administration – Maternal and Child Health Block Grant and 37.5% General Funds.

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

Respectfully submitted,



Jeffrey A. Meyers  
Commissioner

# Association of Maternal & Child Health Programs

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Rhonda Siegel  
 Administrator/Title V Director  
 New Hampshire Department of Health Human Services  
 29 Hazen Drive  
 Concord, NH 03301

July 24, 2019

Due Date: Sept. 30, 2019	Quantity	Price	Total
2020 Agency Membership Dues Oct. 1, 2019 – Sept. 30, 2020 Delegates: (covers 4 delegates) Rhonda Siegel Elizabeth Collins Paulette Valliere Susan Moore  Family Liaison Delegate: Jennifer Pineo  Regular Title V Members:	1	\$7,200	\$7,200.00
		<b>Balance Due</b>	<b>\$7,200.00</b>
Additional Regular Members (provide names and e-mail addresses)	—	\$195	—

To pay: Dues may be paid by check to the address above, or by ACH (Automated Clearing House) electronic funds transfer here: <https://bit.ly/2udadPJ>

**Check your delegates:** Review the **delegate information sheet** (below) and send it back electronically (to [sboone@amchp.org](mailto:sboone@amchp.org)) or with your payment to make changes or confirm there are no changes.

- Your state/territory membership includes up to five delegate positions.
- One of the five delegates must be a family leader.
- Additional staff can be added as Individual Regular Title V Members for \$195 per person.
- See the descriptions of membership categories for information about benefits for different types of members: <http://www.amchp.org/AboutAMCHP/member/Pages/default.aspx>

**For more information contact Meetings & Membership Associate Shelsia Boone at [sboone@amchp.org](mailto:sboone@amchp.org).**

**Federal Identification Number:  
 52-152-9448**