



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

Jeffrey A. Meyers
 Commissioner

Marilyn G. Doe
 Director

129 PLEASANT STREET, CONCORD, NH 03301-3857
 603-271-9344 1-800-852-3345 Ext. 9344
 Fax: 603-271-4810 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 11, 2018

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 \$1,881.00 as follows:

Institution:	Southern New Hampshire University 2500 North River Road Manchester, NH 03106
Course Title(s):	Assessment in Forensic Psychology
Course Date(s):	Begin: 07/16/2018 End: 09/23/2018
Employee:	Barbara Bishop
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$1,881.00
State Share:	\$1,881.00
Source of Funds:	Employee Training, 100% General

EXPLANATION

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.

Ms. Bishop has been employed with the State of New Hampshire, Department of Health and Human Services since September 2015. She is currently an Employment Counselor Specialist with the Division of Family Assistance, New Hampshire Employment Program. Her job duties involve working with individuals who are receiving TANF cash and assist them in finding employment. This includes assessing for barriers and barrier removal, such DV, SA, or MH issues, transportation, housing and homelessness among others. It can also include supporting individuals, typically single parents, who are doing alternative activities such as returning to school that eventually will lead them back to being employed and having employment that self sustains their families.

The course, Assessment in Forensic Psychology, introduces students to topics in forensic assessment, including historical context, relevant theories, techniques, tools, and procedures. Students will analyze criminal justice, family and child custodial law, and pathology-based case study based data sets using contemporary assessment approaches to gain practical insights. Students will consider ethical, multicultural, and age-based variables while interpreting case-based results. The course work will aid in allowing the employee to be a viable community resource for removing barriers for clients seeking work opportunities in our communities. Successful completion of the program will add to the overall strength of the Department to perform its mission to the residents of New Hampshire.

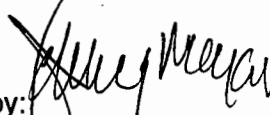
This course will not be taken on State time.

Attached is a fully executed Tuition Agreement for your review.

Respectfully submitted,



Lori Weaver
Associate Commissioner, Operations



Approved by:
Jeffrey A. Meyers
Commissioner



THE STATE OF NEW HAMPSHIRE
EDUCATIONAL TUITION AGREEMENT

Agreement dated this 15th day of May 2018 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and Barbara Bishop (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 \$1881.00, which monies shall be used for the purpose of enrolling the Recipient in: Assessment in Forensic Psychology (course name), which course(s) is being offered by Southern New Hampshire University and which course(s) shall commence on July 16th 2018 and terminate on September 23rd 2018.
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) Barbara Bishop (printed name) Barbara Bishop

NOTARY State of New Hampshire, County of Sullivan:

On this the 14th day of May, 2018, before me, Melissa Porter, the undersigned officer, personally appeared, Barbara Bishop (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.

Melissa Porter
Notary of Public
Sullivan County
Exp: 12/23/19

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

Melissa F. Porter
Notary Public/Justice of the Peace

THE STATE OF NEW HAMPSHIRE

(signature) Lori Weaver (date) 6.19.19

(printed name, title) Lori Weaver
Associate Commissioner
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