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Lori A. Stibbinette
Commissioner

Lori A. Weaver
Deputy Commissioner

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

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July 19, 2022

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 \$864.00, as follows:

Institution:	Southern New Hampshire University 2500 N River Road Manchester NH 03106
Course Title(s):	PHE-340 - Social and Behavioral Health
Course Date(s):	Begin: 08/29/2022 End: 10/23/2022
Employee:	Vanessa K Partington
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$864.00
State Share:	\$864.00
Source of Funds:	Employee Training, 20% Federal, 80% General

EXPLANATION

This course, Social and Behavioral Health, will benefit the Department and the employee by increasing Ms. Partington's knowledge of social and behavioral science fundamentals. Social and Behavioral health provides an overview of the contribution of the social and behavioral sciences to health behavior. The fundamentals of principles, theories, research, and techniques that are employed to address current and past public health problems will be examined. Key concepts such as culture, race/ethnicity, gender, poverty/disparities, and factors related to behavior change, community, organizational climate, and family will be discussed from a social and behavioral sciences perspective. Gaining knowledge in this area will align with the Department's statement that DHHS employees are "responsible for the health, safety, and well-being of the citizens of New Hampshire" and this responsibility is applicable across all levels of health including "mental health, developmental disability, substance abuse, and public health." This employee's goal in the long term is to gain a Bachelor's degree and a career working in the field of Public Health.

Vanessa Partington is currently an Administrative Assistant II with the Department of Health and Human Services (DHHS) Philbrook Adult Transitional Housing (PATH), associated with New Hampshire Hospital. She has been employed by the state in several positions since 2014. Ms. Partington has been employed in her current capacity since the opening of the program in September 2020. Her position entails programmatic support including policy development, complete knowledge of program processes, and support for management, in order to meet the long term goal of supporting the clients of PATH while they move to the next phase of their health and wellness journey, towards independent living.

The employee seeks to further her education in order to gain insight on the field of public health as it relates to overall programmatic planning and management as well as to eventually attain further & higher opportunities of employment with DHHS in the future, for example, as a management position.

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 courses 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
Deputy Commissioner



THE STATE OF NEW HAMPSHIRE EDUCATIONAL TUITION AGREEMENT

Agreement dated this the 8th day of July, 2022 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and Vanessa Partington (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 \$864.00, which monies shall be used for the purpose of enrolling the Recipient in: Social and Behavioral Health, which course(s) is being offered by Southern New Hampshire University and which course(s) shall commence on August 29, 2022 and terminate on October 23, 2022.
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) [Signature]

(printed name) Vanessa K. Partington

NOTARY

State of New Hampshire, County of Merrimack:

On this the 8 day of July, 2022, before me, Caillin Cormier, the undersigned officer, personally appeared, Vanessa Partington (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.

[Signature]

Caillin M. Cormier
JUSTICE OF THE PEACE
State of New Hampshire
My Commission Expires 12/2/2025

THE STATE OF NEW HAMPSHIRE

(signature) [Signature]

(date) 8/1/22

(printed name, title) MORISSA HENRY, Associate Commissioner

ed.agreement Partington 8-29-22