



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

Jeffrey A. Meyers
Commissioner

Lisa M. Morris
Director

29 HAZEN DRIVE, CONCORD, NH 03301
603-271-4501 1-800-852-3345 Ext. 4501
Fax: 603-271-4827 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

APPROVED BY FISCAL COMMITTEE

NOV 08 2019

October 14, 2019

The Honorable Mary Jane Wallner, Chairman
Fiscal Committee of the General Court, and

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, authorize the Department of Health and Human Services, Division of Public Health Services, Bureau of Infectious Disease Control, to accept and expend federal funds in the amount of \$1,500,000 from the Centers for Disease Control and Prevention (CDC) to fund the Immunization Program effective upon date of approval by the Fiscal Committee and Governor and Council, through June 30, 2020, and further authorize the funds to be allocated as follows. 100% Federal Funds.

05-95-90-902510-5178-HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF INFECTIOUS DISEASE CONTROL, IMMUNIZATION PROGRAM

SFY 20

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Budget
000-404243	Federal Funds	\$2,369,679	\$1,500,000	\$3,869,679
	General Funds	\$332,330	\$0	\$332,330
Total Revenue		\$2,702,009	\$1,500,000	\$4,202,009
010-500100	Personal Services - Permanent	\$850,913	\$0	\$850,913
018-500106	Overtime	\$1,500	\$0	\$1,500
020-500200	Current Expenses	\$54,827	\$0	\$54,827
026-500251	Organizational Dues	\$5,300	\$0	\$5,300
030-500301	Equipment	\$6,600	\$0	\$6,600
037-500173	Hardware	\$4,802	\$0	\$4,802
038-500175	Software	\$2,299	\$0	\$2,299
039-500215	Telecommunications	\$1,600	\$0	\$1,600
041-500801	Audit Fund Set Aside	\$2,007	\$1,500	\$3,507
042-500620	Additional Fringe Benefits	\$88,750	\$0	\$88,750
046-500464	Consultants	\$100	\$0	\$100

046-500464	Consultants	\$100	\$0	\$100
050-500109	Personal Services - Temporary	\$36,162	\$0	\$36,162
060-500601	Benefits	\$433,369	\$0	\$433,369
066-500543	Training	\$500	\$0	\$500
070-500704	In State Travel	\$12,000	\$0	\$12,000
080-500710	Out of State Travel	\$19,600	\$0	\$19,600
102-500731	Contracts for Program Services	\$667,629	\$1,498,500	\$2,166,129
103-502664	Contracts for Op Services	\$173,115	\$0	\$173,115
513-500355	Vaccine Purchases	\$293,211	\$0	\$293,211
548-500356	Reagents	\$50,725	\$0	\$50,725
Total Expenses		\$2,702,009	\$1,500,000	\$4,202,009

EXPLANATION

On September 12, 2019, with only very short notice, an award totaling \$1,500,000 was made to the state by the U.S. Centers for Disease Control and Prevention (CDC). The purpose of the award is to assist New Hampshire with successfully implementing an Immunization Information System (IIS). IIS are confidential, population-based, computerized databases that record all immunization doses administered to patients by participating providers. They help providers and patients determine when immunizations are due and help ensure people get only the vaccinations they need. An IIS provides aggregate data on vaccinations to guide public health action to improve vaccination rates. They are also used to order vaccine and to assure accountability for vaccine purchased with public funds. The Department has been working to implement a statewide IIS for several years but has been challenged by a lack of resources. As the last state in the nation to implement an IIS, the CDC has provided this short-term, one-year funding to help New Hampshire successfully implement an IIS so that this system can be used to support healthcare providers and the Department in increasing vaccination rates to prevent the spread of vaccine preventable diseases in the population.

The specific allocation of the funds for SFY 20 is outlined below.

Class 102 – Contracts for Services totals \$1,498,500 in available funds that will be used for:

- 1) **IIS Software System Vendor:** Funds will be used to establish a contract with a vendor for a commercial off-the-shelf IIS that is already successfully in use in other states. This system will be capable of both manual and automated data reporting to limit burden to healthcare providers who will provide information to the system. The system will provide for vaccine inventory management and ordering functionality in addition to individual vaccine administration tracking. In accordance with state law and administrative rules, participation in the system will be voluntary. While voluntary, interest from healthcare partners has been high and the Department expects this initiative to be a major undertaking involving the onboarding of hundreds of providers reporting immunization information for over one million New Hampshire residents.
- 2) **Specialized IIS Project Management Services:** Funds will be used to establish a contract with a vendor providing expert IIS-specific project management, policy and procedure development support and training to Department IIS staff. Product deliverables include review of IIS program staffing plans, development of new standard operating procedures, process design, development of an interoperability program including onboarding, data quality assurance,

connectivity, and contact management, development and initial execution of an operations plan to implement the new IIS, investigating and assessing typical technical difficulties and providing orientation and coaching to team members. By involving experts in design process and project management, the Department will learn throughout the implementation process to create sustainable methods after contract completion.

- 3) **Onboarding Software System Vendor:** Funds will be used to leverage technology solutions to maximize efficiency of the IIS team through purchase of a suite of products to support onboarding of providers into the system for reporting. The tools will support the onboarding process by allowing for more automated testing of messages that will be sent from the provider's electronic health record to the IIS to assure high data quality. The tools allow for the streamlining of provider communication, allowing for messaging, communication and documentation, while improving provider relations. These are essential tools to maximize the Department's ability to create a robust IIS in a compressed timeframe.
- 4) **Online Interactive Training Development Services:** Funds will be used to build interactive educational content for IIS end users to learn the system. By creating interactive content and placing it in a Learning Management System, personnel costs are reduced and a more interactive educational experience can be created. Contract deliverables would include training on direct data entry of patient and vaccine data, immunization forecasting software, vaccine ordering and managing of inventory, reporting, and additional training modules. Once developed this online education can be modified in the future with minimal effort to update with system changes.
- 5) **Professional Supplemental Technical Support Services:** Funds will be used to contract with a vendor for supplemental technical support services to support data entry, training, onboarding and user phone support. This contractual support will increase data quality of data being entered into the IIS when automated reporting is not possible. It will be used to provide support for providers such as password resets and other basic technical support while providing additional ability to assist in onboarding. All use of contractual labor will be used to perform daily tasks ensuring that the core IIS team focuses on more complex areas of implementation while ensuring the core team develops all necessary skill sets to continue independently once contractual labor ends.

Class 041 – Audit Fund Set Aside per State requirements in the amount of \$1,500.

In response to the anticipated two-part question, "Can these funds be used to offset General Funds?" and "What is the compelling reason for not offsetting General Funds?" the Division offers the following information: The funds are provided for a specified purpose by the CDC as defined in the Notice of Grant Award and cannot be used to offset general funds.

These funds will not change program eligibility levels. This program is to improve the performance of the State's IIS and is not a new program that pertains to any eligibility for benefits.

Area Served: Statewide

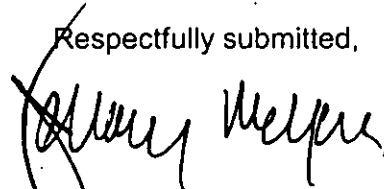
Source of Funds: These funds are 100% Federal from the US Centers for Disease Control and Prevention to fund implementation of a fully-functional IIS in New Hampshire.

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Attached is the Notice of Grant Award. These funds were not added to the operating budget because they are new and were not anticipated at the time the budget was developed.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jeffrey A. Meyers". The signature is written in a cursive style with a large initial "J".

Jeffrey A. Meyers
Commissioner

1. DATE ISSUED MM/DD/YYYY 09/12/2019
 1a. SUPERSEDES AWARD NOTICE dated 08/27/2019 except that any additions or restrictions previously imposed remain in effect unless specifically rescinded

CFDA NO. 93.268 - Immunization Cooperative Agreements

3. ASSISTANCE TYPE Cooperative Agreement

4. GRANT NO. 6 NH231P922595-01-01 Formerly
 5. TYPE OF AWARD Demonstration

4a. FAIN NH231P922595
 5a. ACTION TYPE Post Award Amendment

6. PROJECT PERIOD MM/DD/YYYY
 From 07/01/2019 Through 06/30/2024

7. BUDGET PERIOD MM/DD/YYYY
 From 07/01/2019 Through 06/30/2020

8. TITLE OF PROJECT (OR PROGRAM)
 CDC-RFA-IP19-1901 Immunization and Vaccines for Children

DEPARTMENT OF HEALTH AND HUMAN SERVICES
 Centers for Disease Control and Prevention
 CDC Office of Financial Resources

2939 Brandywine Road
 Atlanta, GA 30341

NOTICE OF AWARD
 AUTHORIZATION (Legislation/Regulations)
 Sections 317, 317(k)(2) of the Public Health Service Act (42 U.S.C. Sections 247b, 247b(k)(2) and 247c), as amended.

9a. GRANTEE NAME AND ADDRESS
 HEALTH AND HUMAN SERVICES, NEW HAMPSHIRE DEPT OF
 129 PLEASANT ST
 CONCORD, NH 03301-3852

9b. GRANTEE PROJECT DIRECTOR
 Ms. Colleen M. Haggerty
 29 Hazen Dr.
 CONCORD, NH 03301-8504
 Phone: 603-271-4482

10a. GRANTEE AUTHORIZING OFFICIAL
 Ms. Lisa M. Morris
 29 Hazen Drive
 Concord, NH 03301-8503
 Phone: 603-271-4110

10b. FEDERAL PROJECT OFFICER
 Gayle Daniels
 1800 Clifton Rd
 Atlanta, GA 30333
 Phone: 404-839-8357

ALL AMOUNTS ARE SHOWN IN USD

11. APPROVED BUDGET (Excludes Direct Assistance)		12. AWARD COMPUTATION	
I Financial Assistance from the Federal Awarding Agency Only		a. Amount of Federal Financial Assistance (from Item 11m) 3,791,790.00	
II Total project costs including grant funds and all other financial participation		b. Less Unobligated Balance From Prior Budget Periods 0.00	
a. Salaries and Wages	936,775.00	c. Less Cumulative Prior Award(s) This Budget Period 2,291,790.00	
b. Fringe Benefits	443,850.00	d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION 1,500,000.00	
c. Total Personnel Costs	1,380,625.00	13. Total Federal Funds Awarded to Date for Project Period 3,791,790.00	
d. Equipment	0.00	14. RECOMMENDED FUTURE SUPPORT	
e. Supplies	21,320.00	(Subject to the availability of funds and satisfactory progress of the project):	
f. Travel	43,918.00	YEAR	TOTAL DIRECT COSTS
g. Construction	0.00	a. 2	d. 5
h. Other	23,858.00	b. 3	e. 6
i. Contractual	1,973,000.00	c. 4	f. 7
j. TOTAL DIRECT COSTS	3,442,721.00	15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:	
k. INDIRECT COSTS	349,069.00	a. DEDUCTION	
l. TOTAL APPROVED BUDGET	3,791,790.00	b. ADDITIONAL COSTS	
m. Federal Share	3,791,790.00	c. MATCHING	
n. Non-Federal Share	0.00	d. OTHER RESEARCH (Add / Deduct Option)	
		e. OTHER (See REMARKS)	
		16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:	
		a. The grant program legislation	
		b. The grant program regulations	
		c. This award notice including terms and conditions, if any, noted below under REMARKS.	
		d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.	
		In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.	

REMARKS (Other Terms and Conditions Attached - Yes No)

GRANTS MANAGEMENT OFFICIAL:
 Erica Stewart, Grants Management Officer
 2939 Flowers Rd
 TV-2
 Atlanta, GA 30341
 Phone: 770-488-2789

7.OBJ CLASS	41.51	18a. VENDOR CODE	1028000618B5	18b. EIN	028000618	19. DUNS	011040545	20. CONG. DIST.	02
FY-ACCOUNT NO.		DOCUMENT NO.		ADMINISTRATIVE CODE		AMT ACTION FIN ASST		APPROPRIATION	
21. a.	9-9390BU6	b.	19NH231P922595	c.	IP	d.	\$1,500,000.00	e.	75-X-0951
22. a.		b.		c.		d.		e.	
23. a.		b.		c.		d.		e.	