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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH SERVICES
BUREAU OF INFECTIOUS DISEASE CONTROL

Jeffrey A. Meyers
Commissioner

Lisa M. Morris
Director

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October 6, 2017

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, Division of Public Health Services, Bureau of Infectious Disease Control, Infectious Disease Surveillance Section to accept and expend other funds in the amount of \$4,000 from State of NH Department of Environmental Services to support the development and distribution of Integrative Pest Management (IPM) for Tick-borne Disease Prevention Educational Kits, effective upon date of Governor and Council approval through September 30, 2018, and further authorize the funds to be allocated as follows. 100% Other Funds.

05-95-90-902510-51700000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF INFECTIOUS DISEASE CONTROL, DISEASE CONTROL

SFY 2018

Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Budget
000-404533	Federal Funds	841,095	0	841,095
	General Funds	701,557	0	701,557
009-405765	Other Funds	0	4,000	4,000
Total Revenue		\$1,542,652	\$4,000	\$1,546,652
010-500100	Personal Serv - Perm	483,989	0	483,989
018-500106	Overtime	70,091	0	70,091
020-500200	Current Expenses	57,453	4,000	61,453
024-500230	Maintenance Other than Bldg-Grnd	4,900	0	4,900
026-500251	Organizational Dues	2,950	0	2,950
030-500301	Equipment New Replacement	1,750	0	1,750
039-500188	Telecommunications	1,000	0	1,000
041-500801	Audit Fund Set Aside	800	0	800
042-500620	Additional Fringe Benefits	41,464	0	41,464

050-500109	Personal Service Temp App	98,411	0	98,411
060-500601	Benefits	263,525	0	263,525
066-500543	Employee Training	5,000	0	5,000
070-500707	In State Travel Reimbursement	44,696	0	44,696
080-500717	Out-of-State Travel Reimbursement	22,506	0	22,506
102-500731	Contracts for Program Services	143,096	0	143,096
546-500388	Patient Care	112,613	0	112,613
547-500394	Disease Control Emergencies	132,283	0	132,283
548-500396	Reagents	56,125	0	56,125
Total Expenses		\$1,542,652	\$4,000	\$1,546,652

EXPLANATION

Tickborne diseases, such as Lyme disease, are transmitted to humans through the bite of an infected tick. The Tickborne Disease Prevention Lending Library is part of a cooperative effort among the Departments of Health and Human Services (DHHS), Agriculture, Markets & Food (DAMF), and Environmental Services (DES) that focuses on integrated pest management (IPM) for schools. IPM is a holistic approach to control pests, including ticks. The lending library will consist of kits containing age appropriate information and activities for school aged children to learn about tick biology, tickborne disease transmission risks, what preventative measure to take, and what tick habitat is. These kits will be piloted in schools with DHHS and DAMF staff performing training sessions with school faculty, staff, and administrators about IPM methods and tickborne disease prevention. After piloting, these kits will be available to the public on loan for educational use.

Funds in class 020 (\$4,000) will support the acquisition of raw materials to produce educational outreach kits. These kits will include tick check demonstration, tick habitat identification, and tick life cycle activities to promote tickborne disease prevention among New Hampshire children.

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: These funds may not be used to offset General Funds as they are specifically granted to the Division for the purpose of providing the services described above.

These funds will not change the program eligibility levels. No new program will be established with the acceptance of these funds.

Area served: Statewide

Source of funds: These funds are 100% other funds from New Hampshire Department of Environmental Services.


Attached is the Memorandum of Agreement with the New Hampshire Department of Environmental Services approved by Governor and Executive Council on April 5, 2017, Item #27. Notice of these funds was received in February 2017. They were not added to the operating budget at the time because the Division erroneously believed that the New Hampshire Department of

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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Environmental Services' G&C request included our request to accept and budget the funds, which it did not.

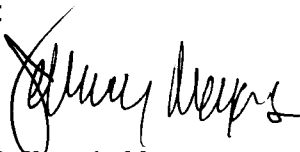
In the event that these Other Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Lisa Morris, MSSW
Director

Approved by:



Jeffrey A. Meyers
Commissioner

LM/JM/RS/baw

**AWARD HISTORY
DES/MOA Tick borne Prevention Kits**

MOA through 9/2018	4,000
Expended through 6/30/17	<u>-</u>
Award Balance 7/01/17	4,000
SFY 18 Appropriation **	-
OYR	<u>-</u>
Available to Accept in SFY 18	4,000
Amount Requested this Action	<u><u>4,000</u></u>

**** SFY 18 Appropriation**

51700000 009	Current	OYR	Total	This Action	Revised Budget
DES- Tick borne kit funding	-	-	-	4,000	4,000
	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,000</u>	<u>4,000</u>



The State of New Hampshire
Department of Environmental Services



Clark B. Freise, Assistant Commissioner

March 13, 2017

Approved
G & C 4/5/2017
Item # 27

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

REQUESTED ACTION

Authorize the New Hampshire Department of Environmental Services (NHDES) to enter into a Memorandum of Agreement (MOA) with the New Hampshire Department of Health and Human Services (NHDHHS), (VC #177921-B001) and the New Hampshire Department of Agriculture, Markets and Food (NHDAMF) (VC#177876-BO01) in the amount of \$4,000 to support the development and distribution of Integrative Pest Management (IPM) for Tick-borne Disease Prevention Educational Kits, effective upon Governor and Council approval through September 30, 2018. 100% federal funds.

Funding is available in the following account:

03-44-44-4402010-7602-072-500576
Department of Environmental Services, Surface Water Quality PPG, Grants - Federal

FY 2017
\$4,000

EXPLANATION

The EPA has approved this cross media/cross agency project to minimize tick exposure among primary and secondary aged (5-14 year olds) children while utilizing an IPM approach to encourage the judicious use of pesticides to protect public health and the environment. Though this agreement is below the \$25,000 threshold limit for Governor and Council, payments to the NHDHHS this fiscal year have exceeded the threshold.

NHDHHS will coordinate with NHDAMF and NHDES to establish a Tick-borne Disease Prevention Activity Kit Lending Library and conduct workshops at schools and other educational facilities on IPM techniques.

Matching funds are not required as part of this project. In the event that the federal funds become no longer available, general funds will not be requested to support this program. This agreement has been approved by the Office of the Attorney General as to form, substance and execution.

We respectfully request your approval.

Clark B. Freise, Assistant Commissioner

**MEMORANDUM OF AGREEMENT
BETWEEN
NH DEPARTMENT OF ENVIRONMENTAL SERVICES (NHDES)
AND
NH DEPARTMENT OF HEALTH AND HUMAN SERVICES (NHDHHS)
AND
NH DEPARTMENT OF AGRICULTURE, MARKETS AND FOOD (NHDAMF)**

Title: Integrated Pest Management (IPM) Approach for Tickborne Disease Prevention

Timeline of Agreement: This Memorandum of Agreement (Agreement) duration extends from the date of approval by Governor and Executive Council of the State of New Hampshire (Effective Date) through September 30, 2018, unless terminated by either party, or extended in writing by subsequent agreement of the parties and acceptance by Governor and Council.

Purpose of Agreement: Lyme disease and other tick-borne diseases are an important cause of illness in New Hampshire. Data show that the annual incidence of Lyme disease is highest among the 5-14 year age group, but is high for all primary and secondary school age children. Integrated Pest Management (IPM) that combines biological, cultural, physical and chemical tactics to minimize economic, health and environmental risks will encourage the judicious use of pesticides to benefit public health and the environment.

Project Summary: NHDES has been awarded multipurpose grant funds by the United States Environmental Protection Agency (USEPA) as authorized by the Consolidated Appropriations Act, 2016. The USEPA approved the use of \$4,000 in multipurpose grant funds for a cross-media/cross-agency project to minimize tick exposure among primary and secondary school age (5-14 year olds) children while utilizing an IPM approach. NHDHHS will establish a Tickborne Disease Prevention Activity Kit and Lending Library and will coordinate with NHDES and the NH Department of Agriculture, Markets and Food (NHDAMF) to conduct workshops at schools and other educational facilities on additional IPM techniques.

This Agreement outlines the general responsibilities of NHDES, NHDHHS and NHDAMF relative to support for implementing the IPM Approach for Tickborne Disease Prevention project including the proposed schedule for the work and the funding provided by NHDES.

For the purposes of this Agreement, NHDES and NHDHHS agree to cooperate as follows:

NHDES agrees to:

- A. Provide NHDHHS with funding as described in the Funding, Costs and Payment section;
- B. Assign responsible staff to oversee the project and the final work products.

NHDHHS agrees to:

- A. Work with NHDES and NHDAMF, as outlined in the Project Details section, to implement and ensure satisfactory completion of the project;
- B. Assign responsible staff to serve as a liaison with NHDES for the purpose of carrying out this Agreement.

NHDAMF agrees to:

- A. Work with NHDES and NHDHHS, as outlined in the Project Details section;
- B. Assign responsible staff to serve as a liaison with NHDES for the purpose of carrying out this Agreement.

Funding, Costs and Payment:

Funding for this project in the amount of \$4,000 is available via this Agreement from federal multipurpose grant funds awarded to NHDES by the USEPA as part of its Federal Fiscal Year 2016-2018 Performance Partnership Grant (CFDA# 66.605). All applicable requirements, regulations, provisions, terms and conditions of the Performance Partnership Grant are hereby adopted in full force and effect to the relationship between NHDES and NHDHHS for the purpose of work performed under this Agreement. The Activity Kits and promotional materials will give credit to NHDES and USEPA with the following language: "Funding for this project was provided in part by the N.H. Department of Environmental Services with funds from the U.S. Environmental Protection Agency."

NHDES shall pay NHDHHS project costs upon satisfactory completion of the tasks specified under Project Deliverables.

- A. Upon completion of and NHDES approval of Task 1.....\$2,500
- B. Upon completion of and NHDES approval of Task 2.....\$1,000
- C. Upon completion of and NHDES approval of Tasks 3 and 4.....\$ 500

Total reimbursable costs shall not exceed \$4,000. If expenses by NHDHHS to implement any portion of this project precede the Effective Date, all services shall be performed at the sole risk of NHDHHS. In the event that this Agreement does not become effective, NHDES shall be under no obligation to pay for costs incurred or services performed. However, if this Agreement becomes effective, all costs incurred prior to the Effective Date that would otherwise be allowable shall be paid under the terms of this Agreement.

Project Details:

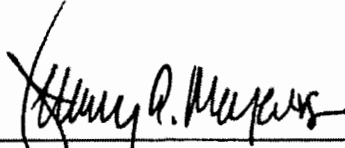
Task 1: In coordination with NHDES and NHDAMF, NHDHHS will create 20 Tickborne Disease Prevention Activity Kits which will be available for loan through a Lending Library.

Task 2: In coordination with NHDAMF, NHDHHS will promote the use of the Tickborne Disease Prevention Activity kits through at least five presentations at schools and other educational locations as well as on the NHDHHS website.

Task 3: NHDHHS will distribute the Tickborne Disease Prevention Activity Kits to institutions upon request.

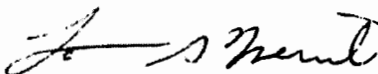
Task 4: By September 30, 2018, NHDHHS will submit to NHDES a report describing the project outcomes.

IN WITNESS WHEREOF, the respective parties have hereunto set their hands on the dates indicated.



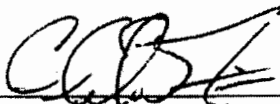
Jeffrey A. Meyers, Commissioner
NH Department of Health and Human Services

2/23/17
Date



Lorraine Stuart Merrill, Commissioner
NH Department of Agriculture, Markets & Food

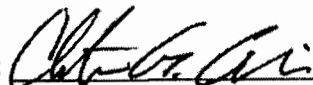
2-15-17
Date



Clark B. Freise, Assistant Commissioner
NH Department of Environmental Services

3/17/17
Date

OFFICE OF THE ATTORNEY GENERAL

By: 

Assistant Attorney General

Date: 3/20/17, _____