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New Hampshire Liquor Commission

50 Storrs Street, P.O. Box 503
Concord, N.H. 03302-0503
(603) 271-1705

Joseph W. Mollica
Chairman

Michael R. Milligan
Commissioner

March 24, 2016

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the New Hampshire State Liquor Commission (NHSLC) to accept and expend \$6,600.00 from the Division of Homeland Security and Emergency Management (HSEM) for project entitled "FFY'15 Emergency Management Performance Grant - School Emergency Notification Software Project" effective upon approval by the Governor and Executive Council through September 30, 2016. 100% Agency Income.

Funding to be established in account # 02-77-77-770512-52100000, LIQUOR COMMISSION, ENFORCEMENT, SCHOOL EMERGENCY NOTIFICATION SOFTWARE;

Class #	Class Description	FY 2016 Current Appropriation	Requested Action	FY 2016 Revised Modified Budget
009-405737	Agency Income	\$0.00	\$6,600.00	\$6,600.00
038-500175	Technology	\$0.00	\$6,600.00	\$6,600.00

EXPLANATION

The NHSLC Division of Enforcement and Licensing will use the funding received by HSEM to purchase and install software which will enhance communication between New Hampshire State Liquor Commission (NHSLC) Headquarters on Storrs Street and the Division of Enforcement Headquarters on Regional Drive and their sworn officers when an emergency response to a critical incident is required. Both of these locations are located in Concord, NH. The software allows computers to connect to and alert dispatch (via a desktop icon) immediately without going through E-911. The MOA listed above is

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funded from the FFY'15 Emergency Management Performance Grant (EMPG), which was awarded to the Department of Safety, Division of Homeland Security and Emergency Management (HSEM) from the Federal Emergency Management Agency (FEMA). The grant funds are to be used to measurably improve all-hazard planning and preparedness capabilities/activities, to include mitigation, preparedness, response, and recovery initiatives at the state and local level. Grant guidance and applications are available to all Emergency Management Directors and other qualified organizations in the State. Sub recipients submit applications to this office, which are reviewed by the HSEM Planning Chief, Assistant Planning Chief and Field Representatives and approved by the HSEM Director. The criteria for approval are based on grant eligibility in accordance with the grant's current guidance and the documented needs of the local jurisdictions.

In the event that this grant fund becomes no longer available, general funds will not be requested to support this program.

Respectfully Submitted,
New Hampshire State Liquor Commission



Joseph W. Mollica, Chairman

**MEMORANDUM OF AGREEMENT
BETWEEN
THE NEW HAMPSHIRE DEPARTMENT OF SAFETY-HOMELAND SECURITY &
EMERGENCY MANAGEMENT
AND
THE NEW HAMPSHIRE STATE LIQUOR COMMISSION**

FFY'15 Emergency Management Performance Grant – School Emergency Notification Software

CFDA #97.042

I. PURPOSE

The purpose of this Memorandum of Agreement (MOA) is for the NH Department of Safety, Division of Homeland Security and Emergency Management to provide funding in the amount of \$6,600.00 to the NH State Liquor Commission (NHSLC), Division of Enforcement for Emergency Notification Software. The purpose of this software is to enhance communication between the Division of Enforcement Headquarters on Regional Drive, the NHSLC Headquarters on Storrs Street, and their sworn police officers when an emergency response to a school incident is required.

II. PARTIES

The parties to this agreement are New Hampshire Department of Safety, Division of Homeland Security and Emergency Management (hereinafter HSEM) and New Hampshire State Liquor Commission (hereinafter NHSLC).

III. AUTHORITY

The Emergency Management Performance Grant (EMPG) awarded by HSEM supports activities associated with all-hazard planning and preparedness capabilities and activities, to include mitigation, preparedness, response, and recovery initiatives. The software is an eligible project under the EMPG Program and will enhance communication and the safety of state employees.

IV. SCOPE OF WORK

NHSLC shall purchase and install the software at two (2) NHSLC headquarters and in twenty-five (25) police cruisers.

HSEM agrees to provide financial assistance to NHSLC in support of the tasks listed above, in accordance with paragraph V. The financial assistance to be provided by HSEM under this MOA requires a contribution of 50% of the total amount in matching funds from NHSLC. The match requirement will be met by in-kind hours from state employees through the participation of training activities associated with the software.

NHSLC shall maintain financial records, supporting documents, and all other pertinent records for a period of three (3) years. In these records, NHSLC shall maintain documentation of the 50% cost share required by this grant and agreed upon by HSEM.

V. FUNDING

Upon approval of this MOA, HSEM shall reimburse up to \$6,600.00 to NHSLC after the project is complete and upon receiving appropriate documentation of expended funds from NHSLC.

Supporting documentation shall show proof of cost and proof of payment (e.g., purchase orders, receipts, sign-in sheets from trainings and cancelled checks).

VI. TERMINATION

Either party may terminate this agreement by providing notice to the other thirty (30) days prior to termination.

VII. DURATION

Safety Business Office #D 3-11-16

This agreement shall continue in effect from the date of ~~Governor and Council~~ approval until September 30, 2016, unless terminated earlier by either party.

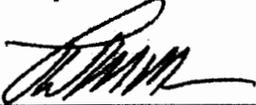
VIII. AGREEMENT

In WITNESS THEREOF, the parties hereto have executed this agreement, which shall become effective on the date the ~~Governor and Executive Council~~ of the State of New Hampshire approve the agreement.

*Safety Business Office
#D 3-11-16*

NH State Liquor Commission

NH Department of Safety





Joseph Mollica
Chairman

John J. Barthelmes
Commissioner

February 16, 2016
Date

3/2/16
Date

NH Homeland Security & Emergency Management



Perry E. Plummer
Director

2/18/2016
Date

Approved by the Attorney General this 8th day of March, 20 16, as to form, execution and substance.

OFFICE OF THE ATTORNEY GENERAL

