



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

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May 14, 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 \$4000.00 as follows:

Institution:	The Dartmouth Institute 74 College Street Vail Building, Room 715 Hanover, NH 03755
Course Title(s):	Masters of Public Health Degree Program
Course Date(s):	Begin: 08/06/2018 End: 06/30/2019
Employee:	Laural Dillon
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$8,402 for 1 st year
State Share:	\$4000.00
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.

Laural Dillon's current job title is Oral Health Program Coordinator in the Division of Public Health Services and she has been employed with the Department since April 2017. In her current role, she is responsible for supporting the promotion of oral health education to the public through our multiple partners and stakeholders.

Ms. Dillon will be taking the required coursework to obtain a Master's degree in Public Health from the Dartmouth Institute. This course work will yield gained knowledge regarding public health policy and will contribute not only to oral health work but to the overall focus of the Chronic Disease Section of preventing illness through evidence-based interventions and improving the well-being of New Hampshire residents.

Obtaining a Master's degree in Public Health will allow Ms. Dillon to assist the Oral Health program by having a better understanding of the complexities of the government system upon which the program relies to help design and carry out activities focused on improving the oral health needs of NH residents. As a program that relies heavily upon evidence and data to inform decisions and strategies for program development, an MPH degree will give her the added knowledge and expertise to apply to the very important work carried out in the Oral Health Program.

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 16th day of May, 2018 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and Laural Dillon (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 \$4,000.00, which monies shall be used for the purpose of enrolling the Recipient in: Masters of Public Health Degree Program (course name), which course(s) is being offered by The Dartmouth Institute and which course(s) shall commence on August 6, 2018 and terminate on June 30, 2019.
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)

[Handwritten signature of Laural Dillon]

(printed name) Laural Dillon

NOTARY

State of New Hampshire, County of Merrimack:

On this the 21st day of May, 2018, before me, Ellen MacNeil, the undersigned officer, personally appeared, Laural Dillon (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.

[Handwritten signature of Ellen MacNeil]

Notary Public/Justice of the Peace

ELLEN M. MACNEIL, Notary Public
My Commission Expires April 9, 2019

THE STATE OF NEW HAMPSHIRE

(signature)

[Handwritten signature of Lori Weaver]

(date)

5-21-18

(printed name, title)

Lori Weaver, Associate Commissioner