

LB
mac



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

Lori A. Sibblauette
Commissioner

Lori A. Weaver
Deputy Commissioner

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-9200 1-800-852-3345 Ext. 9200
Fax: 603-271-4912 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

December 20, 2021

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 \$3000 as follows:

Institution:	University of New Hampshire 121 Technology Drive Durham, NH 03824
Course Title(s):	Human Behavior and Social Environment Social Welfare Policy
Course Date(s):	Begin: 01/18/2022 End: 03/11/2022
Employee:	Callin Cormier
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$3517
State Share:	\$3000
Source of Funds:	Employee Training, 20% Federal, 80% General

EXPLANATION

These courses, Human Behavior & Social Environment I and Social Welfare Policy I, will benefit the Department and the employee by increasing Ms. Cormier's knowledge of human behavior and social welfare policies. Human Behavior and Social Environment I focuses on how different systems impact individual development across the lifespan. Social Welfare Policy I provides an understanding of social problems, social welfare policy, and the social welfare system in the US. In her current position, Ms. Cormier works with individuals of varying ages who experience mental health conditions and homelessness and helps them deal with the impact that these experiences have on the individual and their continued development. Part of that is her work with the social welfare system to aid clients in obtaining services to benefit them. By understanding policy related to these systems, the employee will be able to better advocate for clients and system changes as needed. Knowledge will be gained regarding how an individual's behavior is impacted by their development and how the employee can influence policy change to advocate for the rights of clients that Ms. Cormier currently works with. DHHS' responsibilities "To provide treatment and support services to those who have unique needs including disabilities, mental illness, special health care needs or substance abuse problems" will be moved forward by allowing Ms. Cormier to develop a deeper understanding of the systems, policies, and developmental factors which impact the clients that DHHS serves.

Caillin Cormier is currently a Program Planner II, Clinical Case Manager with the Department of Health and Human Services' (DHHS) Philbrook Adult Transitional Housing. Ms. Cormier has been with DHHS for over five (5) years and in her current role since August, 2020. Her job entails identifying individuals from New Hampshire Hospital who are psychiatrically stable and clinically appropriate to reside in the transitional housing facility. Individuals who are admitted to Philbrook Adult Transitional Housing receive case management services from the employee; these services include, but are not limited to: assistance with applying for Medicaid, Cash Assistance, SNAP, Social Security, and other benefits; assistance applying for housing vouchers and independent living apartments; coordinating treatment planning with a multidisciplinary team; and evaluating services that the client is receiving and making recommendations to the treatment team for additional or different services.

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 16th day of December 2021 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and Caitlin Cormier (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 \$3000, which monies shall be used for the purpose of enrolling the Recipient in: Human Behavior and Social Environment I & Social Welfare Policy (course name), which course(s) is being offered by University of New Hampshire and which course(s) shall commence on January 18 2022 and terminate on March 11 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 herunto set their hands on the date first above written.

RECIPIENT Caitlin Cormier (signature) Caitlin Cormier (printed name)

NOTARY State of New Hampshire, County of Merrimack:

On this the 16 day of December, 2021, before me, Deborah Robinson, the undersigned officer, personally appeared, Caitlin Cormier (recipient) known to me 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 herunto set my hand and official seal. Deborah Robinson Notary Public/Justice of the Peace

THE STATE OF NEW HAMPSHIRE
(signature) Lori Shubinette (date) 12/27/21
(printed name, title) LORI Shubinette, Commissioner
Tuition Agreement

DEBORAH A. ROBINSON
Justice of the Peace - New Hampshire
My Commission Expires June 10, 2025