



**State of New Hampshire
POLICE STANDARDS & TRAINING COUNCIL
ARTHUR D. KEHAS
LAW ENFORCEMENT TRAINING FACILITY & CAMPUS
17 Institute Drive — Concord, N.H. 03301-7413
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Sheriff Michael L. Prozzo, Jr.
Chairman

Donald L. Vittum
Director

September 27, 2013

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, NH 03301

Requested Action

The New Hampshire Police Standards and Training Council (PSTC) requests authorization to enter into a Memorandum of Agreement (MOA) with the Department of Safety, Division of State Police in the amount of \$34,965 for the assignment of one Trooper to serve as cadre for each of Full-Time Academy sessions to be held during the Fiscal Years 2014 and 2015. Effective upon Governor and Council approval through June 30, 2015. Funding Source: 100% Penalty Assessment

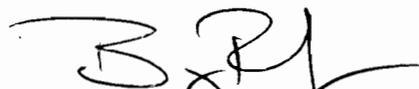
<u>Organization</u>	<u>Accounting Unit</u>	<u>FY2014</u>	<u>FY2015</u>
PSTC	06-87-87-08700-89800000-049-500294	\$17,482.50	\$17,482.50

Explanation

The purpose of this agreement is to reimburse the Department of Safety, Division of State Police for the assignment of one Trooper to each of the three full-time academies that will be held during Fiscal Year 2014 and to each of the three full-time academies that will be held during Fiscal Year 2015. The Trooper will be assigned to serve as cadre to the Full-Time Academy for the full fourteen weeks of the session. The cadre will assist the PSTC Academy Commandant, the Law Enforcement Training Specialists, and other PSTC staff members in the implementation of the Academy's programs and procedures, and will provide assistance to the recruits to ensure that they successfully complete the session.

PSTC will transfer funds to the Department of Safety, Division of State Police after the completion of each of the academies. The reimbursement rate will be \$5,827.50 for each academy and will not exceed \$17,482.50 for Fiscal Year 2014 and will not exceed \$17,482.50 for Fiscal Year 2015.

Respectfully submitted,



Captain Benjamin K. Jean
NH Police Standards and Training Council

MEMORANDUM OF AGREEMENT

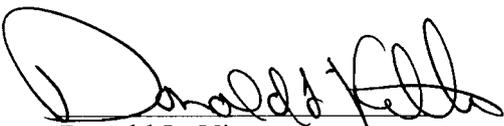
This agreement is executed this 23rd day of July, 2013, by and between the Department of Safety, Division of State Police (hereinafter NHSP), located at 33 Hazen Drive, Concord, New Hampshire 03301, and the New Hampshire Police Standards and Training Council (herein after PSTC), located at 17 Institute Drive, Concord, New Hampshire 03301. Both parties are agencies of the State of New Hampshire.

- 1). NHSP will assign one Trooper to serve as cadre for each Full-Time Academy session.
- 2). The assigned Trooper will report to assist with the Entrance Fitness Testing Day for the Academy session to which he/she is assigned.
- 3). The assigned Trooper will report on Day 1 of the Academy session to which he/she is assigned.
- 4). The assigned Trooper will serve as cadre for the complete fourteen (14) weeks of the Full-Time Academy session.
- 5). The assigned Trooper will review and comply with the New Hampshire Police Standards and Training Council Staff/Cadre Assistance Pamphlet.
- 6). The assigned Trooper will review and comply with the New Hampshire Police Standards and Training Council Technical Assistance Manual.
- 7). PSTC shall transfer to DOS the sum of \$5,827.50 at the conclusion of each academy session. Should a Trooper be unable to complete an academy session, payment will be pro-rated based upon the number of weeks completed.
- 8). The terms of this agreement may be amended by either party upon mutual agreement.
- 9). This agreement may be severed upon 30 days written notice by either party.
- 10). This agreement shall remain in effect for Fiscal Years 14 and 15 (July 1, 2013 – June 30, 2015) unless severed.

This agreement is entered into by:



Robert L. Quinn
Director
NH State Police



Donald L. Vittum
Director
NH Police Standard and Training

Approved by the Attorney General this 30th day of September, 2013 as to form, substance and execution.

OFFICE OF THE ATTORNEY GENERAL