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State of New Hampshire

DEPARTMENT OF SAFETY
 OFFICE OF THE COMMISSIONER
 33 HAZEN DR. CONCORD, NH 03305
 603/271-2791

FIS 18 189

JOHN J. BARTHELMES
 COMMISSIONER

September 17, 2018

The Honorable Neal M. Kurk, Chairman
 Fiscal Committee of the General Court
 State House
 Concord, New Hampshire 03301

[Handwritten Signature]
 Approved by Fiscal Committee Date: 9/19/18

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

Requested Action

1. Pursuant to RSA 124:15 and contingent upon approval of requested action #2, retroactively authorize the Department of Safety, Division of Fire Standards and Training and Emergency Medical Services, to hire six temporary consultants for the purpose of conducting an assessment of NH EMS Programs on behalf of the National Highway Traffic Safety Administration (NHTSA). Effective upon Fiscal Committee and Governor and Council approvals for the period of September 10, 2018 through June 30, 2019. Funding source: 100% Transfer from Other Agency.
2. Authorize the Department of Safety, Division of Fire Standards and Training and Emergency Medical Services, to retroactively accept and expend \$23,746.00 of federal pass through funds, entitled NH EMS Assessment, from the Office of Highway Safety to provide funding for the National Highway Traffic Safety Administration to conduct a comprehensive assessment of the emergency medical services system throughout the State. Effective upon Governor and Council approval for the period of September 10, 2018 through June 30, 2019. Funding source: 100% Transfer from Other Agency.

Funds are to be budgeted as follows:

02-023-023-237010-33400000 Dept. of Safety – Fire Standards-Trg-EMS – Fire Stds & Training Grants

<u>Class</u>	<u>Description</u>	<u>SFY 2019 Current Adjusted Authorized</u>	<u>Requested Action #2</u>	<u>Revised SFY 2019 Adjusted Authorized</u>
001 - 406308	Transfer from Other Agency	(\$473,284.00)	(\$23,746.00)	(\$497,030.00)
020 - 500200	Current Expense	21,093.00	1,000.00	22,093.00
030 - 500331	Equipment	0.00	1,000.00	1,000.00
037 - 500173	Technology - Hardware	49,365.00	0.00	49,365.00
038 - 509038	Technology - Software	321,275.00	0.00	321,275.00
040 - 500800	Indirect Costs	34,794.00	246.00	35,040.00
046 - 500646	Consultants	0.00	21,500.00	21,500.00

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050 - 500109	Personal Service Temp App	32,326.00	0.00	32,326.00
060 - 500601	Benefits	2,473.00	0.00	2,473.00
070 - 500704	In State Travel Reimbursement	958.00	0.00	958.00
103 - 5002664	Contracts for Operational Services	11,000.00	0.00	11,000.00
	4457 Totals	\$473,284.00	\$23,746.00	\$497,030.00

Explanation

This request is retroactive due to the timing of the grant award and the challenges of scheduling a team of nationwide experts selected by NHTSA for the assessment. The Technical Assessment Team is comprised of the Director of the Georgia Office of EMS and Trauma, the Manager of the Wyoming Office of Emergency Medical Services, the Medical Director of the Utah Bureau of EMS and Preparedness, the Chairperson of the EMS Committee, and an Administrative Assistant. This funding provides for a complete emergency medical services system (EMS) evaluation to identify strengths and weaknesses in statewide EMS Programs and will assess the needs of these programs in order to establish a new Statewide EMS plan for the future. The original EMS system assessment was conducted in 1990 by the National Highway Traffic Safety Administration (NHTSA) and is long overdue. NHTSA recommends that every three to five years an assessment is completed.

These funds pay for bringing experts, approved by NHTSA, to the State to conduct a week long assessment covering all aspects of EMS and the delivery of those services statewide. This assessment provides the State with information to better assess and evaluate the current EMS system effectiveness in relation to the original EMS assessment, subsequent EMS program modifications, and integration of new technology or nationally accepted standards.

The funds are to be budgeted as follows:

Funds in class 020 will be used to purchase supplies needed for the assessment process

Funds in class 030 will be used to purchase equipment needed for the assessment process

Funds in class 040 are needed to pay indirect costs to Administrative Services on all eligible expenses.

Funds in class 046 are needed to pay the cost to bring the six individual assessment team consultants to the State.

The following information is provided in accordance with the comptroller's instructional memorandum dated September 12, 1981.

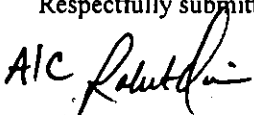
- 1) *List of personnel involved:* The Technical Assessment Team is comprised of the Director of the Georgia Office of EMS and Trauma, the Manager of the Wyoming Office of Emergency Medical Services, the Medical Director of the Utah Bureau of EMS and Preparedness, the Chairperson of the EMS Committee, and an Administrative Assistant.
- 2) *Nature, Need, and Duration:* Bringing in experts from throughout the country to conduct a comprehensive assessment of the EMS system within New Hampshire provides the State with unbiased opinions of the strengths and weakness of statewide EMS programs. These individuals were in the State for a total of 5 days.
- 3) *Relationship to existing agency programs:* These individuals were selected by NHTSA through their Technical Assessment Team program.
- 4) *Has a similar program been requested of the legislature and denied?* No.
- 5) *Why wasn't funding included in the agency's budget request?* This was funded by a NHTSA grant through the DOS Office of Highway Safety.

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- 6) *Can portions of the grant funds be utilized?* The total grant provided by NHTSA through the DOS Office of Highway Safety funded the assessment.
- 7) *Estimate the funds required to continue this position:* These consultant positions will not continue after completion of the assessment.

Respectfully submitted,


for: John J. Barthelmes
Commissioner of Safety

Division of Fire Standards & Training & Emergency Medical Services
Fire Standards and Training grants

Fiscal Situation: Account 02-23-23-237010-33400000

Federal Funds Awarded:

NH EMS Records Management Module 10/01-09/30/2018	\$	405,434.00
Ebola Preparedness and Response Activities SF2018 approval through May 2020	\$	226,009.00
NH EMS Assessment 10/01/2018-09/30/18	\$	23,746.00
Total Grant Funds Awarded	\$	655,189.00
Less State expenses on Ebola Preparedness and Response Activities	\$	-
Less Unspent Balance of Ebola Preparedness and Response Activities	\$	(158,159.00)
Total Prior Fiscal Year Actual Expenditures and Unspent Balances	\$	(158,159.00)
Net Grant Funds Remaining	\$	497,030.00
Less: SFY18 State Appropriation including prior year encumbrances:	\$	(473,284.00)
	\$	23,746.00
This Request	\$	23,746.00

OFFICE OF HIGHWAY SAFETY GRANT AGREEMENT

The State of New Hampshire and the Subrecipient hereby
Mutually agree as follows:
GENERAL PROVISIONS

Project Title: NH EMS Assessment

Project #: 310-18S-025

1. Identification and Definitions.

1.1. State Agency Name New Hampshire Department of Safety Office of Highway Safety		1.2. State Agency Address 33 Hazen Drive, Second Floor Concord, NH 03305	
1.3. Subrecipient Name NH Division of Fire Standards and Training and Emergency Medical Services (FSTEMS)		1.4. Subrecipient Address 33 Hazen Drive Concord, NH 03305	
Assistant Director's Email Address: jeffrey.phillips@dos.nh.gov		Grant Contact Email: justin.romanello@dos.nh.gov	
1.4.1 Subrecipient Type (State Govt, City/Town Govt, County Govt, College/University, Other (Specify) State		1.4.2 DUNS 06640564	
1.5. Subrecipient Phone # 603-223-4212	1.6. Effective Date July 1, 2018	1.7. Completion Date September 30, 2018	1.8. Grant Limitation (\$23,746.40) *
1.9. Grant Officer for State Agency John A. Clegg		1.10. State Agency Telephone Number 603-271-2131	
"By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Subrecipient Signature 1 <i>Richard Bailey</i> Subrecipient Signature 1		1.12. Name & Title of Subrecipient Signor 1 Jeffrey Phillips, Assistant Director, NH Division of Fire Standards and Training and Emergency Medical Services	
Subrecipient Signature 2 <i>John J. Barthelmes</i>		Name & Title of Subrecipient Signor 2 Richard Bailey DOS Assistant Commissioner	
Subrecipient Signature 3		Name & Title of Subrecipient Signor 3	
1.13. Acknowledgment: State of New Hampshire, County of _____, on / / , before the undersigned officer, personally appeared the person(s) identified in block 1.12., known to me (or satisfactorily proven) to be the person(s) whose name is signed in block 1.11., and acknowledged that he/she executed this document in the capacity indicated in block 1.12.			
1.13.1. Signature of Notary Public or Justice of the Peace (Seal)		1.13.2 Name & Title of Notary Public or Justice of the Peace	
1.14. State Agency Signature(s) <i>John J. Barthelmes</i>		1.15. Name & Title of State Agency Signor(s) John J. Barthelmes, Commissioner NH Department of Safety Date: <u>8/8/18</u>	
1.16. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By: _____ Assistant Attorney General, On: / /			
1.17. Approval by Governor and Council (if applicable) By: _____ On: / /			

JAP



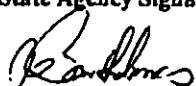
OFFICE OF HIGHWAY SAFETY GRANT AGREEMENT


The State of New Hampshire and the Subrecipient hereby
Mutually agree as follows:
GENERAL PROVISIONS

Project Title: NH EMS Records User Management Module

Project #: 310-18S-001

1. Identification and Definitions.

1.1. State Agency Name New Hampshire Department of Safety Office of Highway Safety		1.2. State Agency Address 33 Hazen Drive, Second Floor Concord, NH 03305	
1.3. Subrecipient Name NH Division of Fire Standards and Training and Emergency Medical Services (FSTEMS)		1.4. Subrecipient Address 33 Hazen Drive Concord, NH 03305	
Chief's Email Address: jeffrey.phillips@dos.nh.gov		Grant Contact Email: Richard.Cooper@dos.nh.gov	
1.4.1 Subrecipient Type (State Govt, City/Town Govt, County Govt, College/University, Other (Specify) State		1.4.2 DUNS 06640564	
1.5. Subrecipient Phone # 603-223-4200	1.6. Effective Date October 1, 2017	1.7. Completion Date September 30, 2018	1.8. Grant Limitation \$405,434.62
1.9. Grant Officer for State Agency John A. Clegg		1.10. State Agency Telephone Number 603-271-2893	
"By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Subrecipient Signature 1 		1.12. Name & Title of Subrecipient Signor 1 Jeffrey Phillips, Chief, NH Division of Fire Standards and Training and Emergency Medical Services	
Subrecipient Signature 2 		Name & Title of Subrecipient Signor 2 Robert L. Quinn DOS Assistant Commissioner	
Subrecipient Signature 3		Name & Title of Subrecipient Signor 3	
1.13. Acknowledgment: State of New Hampshire, County of _____, on / / , before the undersigned officer, personally appeared the person(s) identified in block 1.12., known to me (or satisfactorily proven) to be the person(s) whose name is signed in block 1.11., and acknowledged that he/she executed this document in the capacity indicated in block 1.12.			
1.13.1. Signature of Notary Public or Justice of the Peace (Seal)		1.13.2 Name & Title of Notary Public or Justice of the Peace	
1.14. State Agency Signature(s) 		1.15. Name & Title of State Agency Signor(s) John J. Barthelmes, Commissioner NH Department of Safety Date: 11/9/17	
1.16. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required)			
By:		Assistant Attorney General, On: / /	
1.17. Approval by Governor and Council (if applicable)			
By:		On: / /	

Subrecipient Initials 
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Date _____

MEMORANDUM OF AGREEMENT
between the
DEPARTMENT OF HEALTH AND HUMAN SERVICES
and the
DEPARTMENT OF SAFETY

Subject: Hospital Preparedness Program (HPP) Ebola Preparedness and Response Grant

This Memorandum of Agreement (MOA) describes activities that have been agreed to between the Department of Health and Human Services, Division of Public Health Services (DPHS), Bureau of Infectious Disease Control (BIDC) and the Department of Safety (DOS); Division of Fire Standards and Training and EMS, Bureau of Emergency Medical Services (BEMS) related to collaboration on Ebola and other emerging infectious disease pathogens preparedness and response activities.

This new grant awarded by the Assistant Secretary for Preparedness and Response (ASPR) is intended to ensure the nation's health care system is ready to safely and successfully identify, isolate, assess, transport, and treat patients with Ebola or patients under investigation for Ebola, and that it is well prepared for a future Ebola outbreak. While the focus will be on preparedness for Ebola, it is expected that preparedness for other novel, highly pathogenic diseases will also be enhanced through these activities. Health care worker safety is best achieved through a deep understanding and correct implementation of infection control, appropriate use of personal protective equipment (PPE), continuous training, demonstration of competencies, and participation in frequent exercises. Assuring that Ebola patients are safely and well cared for in the health care system and that frontline providers are trained to recognize and isolate a person with suspected Ebola are the cornerstones of this grant.

This Agreement sets forth the roles and responsibilities of both DHHS and DOS in carrying out the grant.

This MOA will take effect upon Governor and Council approval and remain in effect through May 17, 2020. This agreement has the option to renew pending availability of funding, the agreement of the parties, and approval by Governor and Council.

For the purposes of this Agreement, DHHS and DOS agree to cooperate as follows:

I. Department of Health and Human Services

The Department of Health and Human Services, Division of Public Health Services, Bureau of Infectious Disease Control, agrees to:

1. *Accept and administer the cooperative agreement for the project.*
2. *Serve as the Principal Investigator/Project Coordinator for the Cooperative Agreement.*
3. *Assure that the Cooperative Agreement funds budgeted for the Bureau of EMS will be made available to the Bureau of EMS, Department of Safety (DOS), through an interagency transfer of \$226,009, approved by Governor and Council. Such funds will enable the Bureau of EMS to carry out the identified responsibilities of the Cooperative Agreement.*