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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION FOR BEHAVIORAL HEALTH  
NEW HAMPSHIRE HOSPITAL

Jeffrey A. Meyers  
Commissioner

Katja S. Fox  
Director

Donald L. Shumway  
Interim Chief Executive Officer

36 CLINTON STREET, CONCORD, NH 03301  
603-271-5300 1-800-852-3345 Ext. 5300  
Fax: 603-271-5395 TDD Access: 1-800-735-2964  
www.dhhs.nh.gov

August 24, 2017

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

**REQUESTED ACTION**

Authorize the Department of Health & Human Services, New Hampshire Hospital to accept and expend \$29,588 in additional operating funds for the purpose of promoting employee educational opportunities effective upon Governor & Council approval until the entire balance is expended. 100% Other Funds.

Funds are to be budgeted in the account titled:

05-095-094-940010-84000000 DHHS-New Hampshire Hospital – Administration

Class	Class/ Organization Title	SFY18 Approp	Change	Total
009-401479	Employee Education Assistance	\$(23,345.03)	\$(29,588)	\$(52,933.03)
066-500543	Continuing Professional Education	\$23,345.03	\$29,588	\$52,933.03

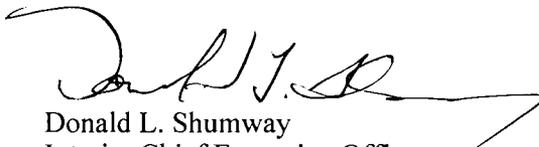
**EXPLANATION**

These funds will be used to allow New Hampshire Hospital (NHH) employees to pursue educational opportunities. This request is the result of a bequest from a former Manchester, NH teacher, Ms. Elizabeth Koorkanian. The Executrix of the estate indicated that her sister wished the funds to be used to assist employees of NH Hospital to further their education in order to promote a better environment for the mentally compromised individuals within the hospital system. The fund is not supported by general funds nor are funds allowed to be lapse into the general fund. Funds shall not lapse and will remain available until fully expended pursuant to the specific and restricted use by the bequest.

NHH has adopted procedures in which full-time non-probationary employees in good standing may request educational funds to attend conference, seminars and credited classes if directly related to their current position. In addition, each applicant is required to obtain supervisory approval and the supervisor must clearly state how the selected event will enhance the employee's knowledge as it relates to their current function.

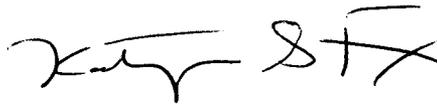
Your favorable consideration of this request would be greatly appreciated.

Recommended by:



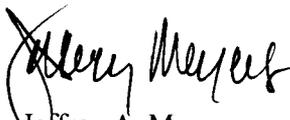
Donald L. Shumway  
Interim Chief Executive Officer

Respectfully submitted by:



Katja S. Fox  
Director – Behavioral Health

Approved by:



Jeffrey A. Meyers  
Commissioner

ddf/DLS