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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION FOR CHILDREN, YOUTH & FAMILIES

Jeffrey A. Meyers  
Commissioner

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Joseph E. Ribsam, Jr.  
Director

January 29, 2019

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, Division for Children, Youth, and Families to pay an annual membership fee to the Association of Administrators of the Interstate Compact on Adoption and Medical Assistance (AAICAMA), 1133 19<sup>th</sup> St., NW, Suite 410, Washington, D.C. 20036 (Vendor #170420 B001), in the amount of \$5,000 for the period of January 1, 2019 through December 31, 2019, to be effective **retroactive** to January 1, 2019 upon approval by the Governor and the Executive Council. 28.89% Federal funds, 71.11% General funds.

**05-95-42-421010-29560000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS  
DEPT OF, HHS: HUMAN SERVICES, CHILD PROTECTION, OFFICE OF DIRECTOR DCYF**

<u>Class/Object</u>	<u>Title</u>	<u>Activity Code</u>	<u>SFY 2019</u>
026-500251	Organizational Dues	42105840	\$5,000

**EXPLANATION**

This request is **retroactive** because the invoice for dues for 2019 was not received by the Department in time to submit this request to the Governor and Executive Council before start of the 2019 membership period on January 1, 2019.

The purpose for this request is to renew the Department's membership in AAICAMA . AAICAMA provides services to facilitate medical and supportive services for children who are eligible for adoption assistance by providing a forum for all fifty states for communication and the exchange of information.

Listed below are answers to standard questions required for Governor and Executive Council organization dues and membership approval submissions:

1. How long has this organization been in existence and how long has this agency been a member of this organization?
  - A. In 1986, states which had passed legislation making the ICAMA (Interstate Compact on Adoption and Medical Assistance) law in their states formed the Association of the Interstate Compact on Adoption and Medical Assistance (AAICAMA) to enhance the administration of the compact and strengthen protections for interstate adopted children or adopted children moving out of state.

AAICAMA is a nonprofit organization comprised of member states working with child welfare agencies, tribes, and adoptive parents to facilitate and support special needs adoption. The association provides educational and technical assistance to enhance states' capacity to achieve timely permanency and needed services for adoption assistance-eligible children.

AAICAMA facilitates the effective and efficient administration of the compact, addresses issues related to the provision of medical and post-adoption services across state lines, and works to develop and implement sound interstate policy and practice for children eligible for adoption assistance. Through AAICAMA, members work jointly with special needs to find ways to enhance adoption opportunities for children.

AAICAMA members work together in committees to effect practical changes in the day-to-day administration of the compact. AAICAMA regularly provides training to state staff.

The New Hampshire Division for Children, Youth and Families (DCYF) has been a member of this organization since its implementation in 1986.

2. Is there any other organization, which provides the same or similar benefits, which your agency belongs to?
  - A. AAICAMA is the only organization that DCYF belongs to that provides these types of benefits.
3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?
  - A. All states are members. The NH Division for Children, Youth and Families is the only member for and from New Hampshire.
4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc)
  - A. Standard fee for all states.
5. What benefit does the state receive from participating in this membership?
  - A. AAICAMA provides technical assistance to states and agencies on issues pertaining to the administration of the ICAMA. These issues include the provision of Medicaid to eligible children who move to or are placed in a new state, title IV-E and state-funded adoption assistance, and the effect of new federal legislation on the administration of the compact.
6. Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.
  - A. Training is one of the services provided to members by AAICAMA and all trainings and materials are included in the annual membership.
7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.
  - A. No, however, as a result of participation, NH DCYF has become aware of federal funds that are available for unique child welfare initiatives.
8. Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership-supported trips.

- A. The membership fee does not cover the costs of any travel related to this organization.
9. Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization.)
- A. The Division has two representatives:
1. Joseph E. Ribsam, Director of the Division for Children, Youth and Families
  2. Kara Buxton, Grants Administrator
10. Explain in detail any negative impact to the State if the Agency did not belong to this organization.
- A. Should Governor and Council not approve this request, it would hinder the ability for the Department to facilitate medical and supportive services for New Hampshire children who are eligible for adoption assistance when they move out of state. It is the responsibility of the Department to promote practices and policies to ensure that all New Hampshire children who are eligible for adoption assistance receive uninterrupted supportive services in the state where they reside.

Geographic Area: Statewide

Source of Funds: 28.89% Federal funds and 71.11% General funds.

In the event that Federal funds become no longer available, additional General funds will not be requested to support this program.

Respectfully submitted,



Jeffrey A. Meyers  
Commissioner



The Association of Administrators of the  
Interstate Compact on Adoption and Medical Assistance, Inc.

## INVOICE

January 1, 2019 through December 31, 2019

**New Hampshire Annual Assessment  
Administration of the Interstate Compact on Adoption and Medical Assistance**

\*These dues are an allowable title IV-E administrative cost subject to federal financial participation.

**TO:**

Catherine Meister  
Adoption Program Supervisor  
Division for Children, Youth and Families  
Dept. of Health and Human Services  
129 Pleasant St.  
Concord, NH 03301

**New Hampshire Assessment for January 2019 – December 2019: \$5,000.00**

**Invoice Number: # 19NH1037**

**Payment Note: Please remit by check to the AAICAMA, information below.**

Payment Methods
<b>Check</b>
<b>Make check payable to:</b> AAICAMA Association of the Administrators of the Interstate Compact on Adoption and Medical Assistance
<b>Mail checks to:</b> AAICAMA C/O: Convergence Attn: Sharon McCartney 1133 19 <sup>th</sup> Street, NW Suite 410 Washington, DC 20036
<b>Federal I.D. Number: <u>52-1479559</u></b>