



Lori A. Shibamoto
Commissioner

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

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June 10, 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 \$720.00 as follows:

Institution:	NHTI-Concord's Community College 31 College Drive Concord, NH 03301
Course Title(s):	English Communications
Course Date(s):	Begin: 08/30/2021 End: 12/18/2021
Employee:	Jeongsuk Ju
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$720.00
State Share:	\$720.00
Source of Funds:	Employee Training, 20% Federal, 80% General

EXPLANATION

This course will benefit the Department and the employee as it focuses on the application of communication principles and theories, enabling Ms. Ju to develop public speaking, interpersonal, intrapersonal, and group communication skills. Through an in-depth look at self-concept, verbal and nonverbal language, and listening skills, Ms. Ju will gain an increased awareness of the way she perceives herself and others as well as the cultural and ethical implications of behavior. Increasing these skills will be very beneficial as Ms. Ju continues on to pursue her degree in nursing, for which this is a prerequisite. These skills will also increase her effectiveness in her everyday activities of interacting with patients she serves and their families.

Jeongsuk Ju has been with the Department of Health and Human Services, New Hampshire Hospital (NHH) as a Mental Health Worker (MHW) for over seven (7) years. In this position, under the direction of a registered nurse, she provides direct care services to the patients of NHH. Ms. Ju's duties include assisting in the admission procedure, orienting the patient to the unit/hospital environment, and completing documentation requirements necessary to assure good patient care. She is responsible to communicate significant changes in patient status to ensure safety and continuity of care. She must utilize a supportive approach with anxious, agitated patients, offering them an alternative to violent behavior, for which good communication skills are a necessity. She may also be called upon to provide testimony during legal proceedings. Excellence in communication strategies is a very large part of Ms. Ju's position and this course can only increase her knowledge and understanding of the subject, thereby increasing her effectiveness in dealing with her patients from diverse backgrounds.

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 18th day of May 2021 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and Jeongsuk Ju (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 \$ 720.00, which monies shall be used for the purpose of enrolling the Recipient in: English Communications (course name), which course(s) is being offered by New Hampshire Technical Institute and which course(s) shall commence on August 30 2021 and terminate on December 18 2021.
- 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 hereunto set their hands on the date first above written.

RECIPIENT

(signature) Jeongsuk Ju

(printed name) Jeongsuk Ju

ROBIN L. FOSS - Notary Public

State of New Hampshire

My Commission Expires February 19, 2025

NOTARY State of New Hampshire, County of Merrimack:

On this the 18th day of May, 2021, before me, Robin Foss, the undersigned officer, personally appeared, Jeongsuk Ju (recipient) known to me (or satisfactorily proven) 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 hereunto set my hand and official seal.

Robin L. Foss
Notary Public/Justice of the Peace

THE STATE OF NEW HAMPSHIRE

(signature) Lori Weaver (date) 6-10-21
(printed name, title) Lori Weaver, Deputy Commissioner