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Lori A. Shibinette
Commissioner

Nancy L. Rollins
Interim Director

STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF LONG TERM SUPPORTS AND SERVICES

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October 18, 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, Division of Long Term Supports and Services, to **Retroactively** pay the National Association of State Directors of Developmental Disabilities Services (NASDDDS) (Vendor #203264-B001), Alexandria, Virginia in the amount of $5,768 for annual membership dues, effective retroactive to July 1, 2021 upon Governor and Council approval through June 30, 2022. 55.81% General Funds and 44.19% Federal Funds.

05-95-093-9300010-59470000 HEALTH AND HUMAN SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DEVELOPMENTAL SVCS DIV, DIV OF DEVELOPMENTAL SVCS, PROGRAM SUPPORT

State Fiscal Year	Class / Account	Job Number	Class Title	Total Amount
2022	026-500251	93000001	Organizational Dues	$5,768
			Total	**$5,768**

EXPLANATION

This request is **Retroactive** because the invoice for the membership was received after the expiration of the previous fiscal year membership. Approval of this request will enable the State to continue annual membership in the National Association of State Directors of Developmental Disabilities Services for the period of July 1, 2021 through June 30, 2022. The National Association of State Directors of Developmental Disabilities Services is a not-for-profit organization that provides assistance to state developmental services agencies in presenting information and education on behalf of the state agencies. The Association works with federal agencies, members of and other national organizations by tracking legislation; leading collaborative efforts; initiating proposals to streamline and simplify federal programs and regulations; and educating members of Congress about issues facing state developmental services agencies. It also provides opportunities for state agencies to learn from each other about evidence-based practices and emerging models of care.

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?**

   The National Association of State Directors of Developmental Disabilities Services was formed in 1964. New Hampshire has been a member since 1964.

2. **Is there any other organization that provides the same or similar benefits which your agency belongs to?**

   No.

3. **How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?**

   All 50 states and the District of Columbia belong to the organization. No other New Hampshire state agencies are members of this association.

4. **How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc.)**

   The NASDDDS' dues structure is based on the University of Colorado's *State of the States* project, which collects information from the states every two years on their expenditures for services and supports within the I/DD system. Small states like New Hampshire are capped at $5,768 annually. There is no increase in the annual membership dues from last year.

5. **What benefit does the state receive from participating in this membership?**

   In ordinary times, NASDDDS supports New Hampshire through:

   - One on one technical assistance
   - Federal policy development and partner interactions
   - Director and leadership calls providing in-depth, real-time information
   - Facilitation of peer-to-peer learning opportunities
   - Topical briefs and tools
   - Publications highlighting best and emerging practices
   - Federal policy updates

   In these most extraordinary times during the COVID-19 pandemic, the NASDDDS team has provided targeted and timely information to aid New Hampshire's essential preparation and response to the emergency and has served as a trusted resource to the Centers for Medicare and Medicaid Services (CMS) to inform its policies surrounding emergency long-term services and supports. In addition, NASDDDS has provided New Hampshire with counsel and technical assistance with the Corrective Action Plan for Conflict of Interest for the developmental services system.

6. **Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.**

   The cost of technical assistance and training is included in the membership. NASDDDS provides an array of high-quality training and technical assistance to states to ensure access to best practices and provides the most current knowledge in the developmental services related fields. Information dissemination to state agencies includes:

   - NASDDDS ListServ (nasddds@peach.ease.lsoft.com) -- The association's ListServ supports direct, interactive communications between and among member state agency officials. Member agency officials often query their colleagues in

other states before launching a new policy or programmatic initiative in order to learn from the experiences of other states.

- Electronic Bulletin Series: Federal News Briefs and State News Briefs -- Federal News Briefs - a weekly digest about national policy developments and State News Briefs - a bi-weekly digest that covers state policy and program initiatives.
- Electronic Monthly Newsletters

  Federal Perspectives - a summary of national policy developments from bills pending in Congress, changes in federal policies, and trends in federal-state relations.

  Community Services Reporter - the only newsletter in the country reporting exclusively on state and local policy and programmatic initiatives.

- Directors Alert Bulletin (DAB) and Policy Advisory Bulletins (PAB) -- Highlights policy developments including federal court rulings, pending and recently enacted Congressional legislation and new executive branch regulations and guidelines. PABs examine, in-depth, particularly complex areas of federal-state policy impinging on the provision of publicly funded services and supports to people with developmental disabilities.

- Special Publications -- NASDDDS publishes reports on cutting-edge issues. Examples include: Medicaid and Case Management for People with Disabilities: Structure, Practice, Issues (Third Edition); Shared Living Guide; and Caring Families ... Families Giving Care: Using Medicaid to Pay Relatives Providing Support to Family Members with Disabilities. Member agencies receive a copy of each publication upon its release. Additional copies may be purchased. A complete listing of available NASDDDS publications is at www.nasddds.org.

- National Conferences -- NASDDDS conferences are held in November and June each year. While open to the public, the focus of NASDDDS conferences is exclusively on issues, developments, programs, and new ideas of interest to state I/DD agency officials. Each conference includes a day-long Directors Forum for directors and their designated staff closed to the public.

7. **Is the membership required in order to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.**

   No.

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.**

   This membership does not include any travel.

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.)**

   All staff members of state intellectual/developmental disabilities (I/DD) agencies are welcome to participate in association activities and receive organizational services. Voting members of NASDDDS are limited to the chief intellectual/developmental disabilities

official in each of the 50 states and the District of Columbia. The following employees have regular contact and engagement with NASDDDS:

Nancy Rollins, Interim Director, Division of Long Term Supports and Services (NASDDDS Voting Member)

Sandy Hunt, Bureau Chief, Bureau of Developmental Services

Jennifer Doig, Business Manager, Bureau of Developmental Services

Melissa Nemeth, Legal Counsel, Bureau of Developmental Services

Laurie Vachon, Manager, Bureau of Developmental Services

10. Explain in detail any negative impact to the State if the Agency did not belong to this organization.

New Hampshire would be the only state that is not a member of this organization. Consequently, New Hampshire would not have a voice at the table to communicate the viewpoints and concerns of our state developmental services system to Congress, federal agencies and other national organizations. It would severely limit the State's ability to affect national legislation in the developmental services field, join in collaborative efforts with other states, and bring about efforts to streamline and simplify federal developmental services programs and regulations. In addition, it would deprive New Hampshire of a valuable resource for current knowledge in developmental services and related fields, as well as technical assistance.

Respectfully submitted,

Lori A. Shibinette
Commissioner

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NASDDDS
National Association of State Directors of Developmental Disabilities Services

INVOICE

BILL TO
Deborah Scheetz
Director
Division of Long Term Supports and Services
105 Pleasant Street
Concord, NH 03301

INVOICE	FY22 MEM NH
DATE	03/25/2021
TERMS	Net 30
DUE DATE	05/01/2021

INVOICE NUMBER
FY22 MEM NH

DESCRIPTION	QTY	AMOUNT
NASDDDS Membership Period: July 1, 2021 - June 30, 2022		5,768.00

BALANCE DUE **$5,768.00**

MAIL CHECK PAYABLE TO NASDDDS
PO Box 822738, Philapdelphia, PA 19182-2738