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# State of New Hampshire

DEPARTMENT OF SAFETY
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October 18, 2021

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

## REQUESTED ACTION

Pursuant to MOP 1200, authorize the Department of Safety, Division of State Police, to **retroactively** pay annual membership dues in the amount of $6,000.00 to the National Association of State Boating Law Administrators, Inc. (NASBLA) (VC#168070-B001), Lexington, KY, for the period of October 1, 2021, through September 30, 2022. Effective upon Governor and Council approval. Funding source: 100% Federal Funds.

Funding is available in the SFY 2022 operating budget as follows:

02-23-23-234010-50460000 Dept of Safety - Div. of State Police - Recreation Boat Safety Grant

| | | SFY 2022 |
|---|---|---|
| 026-500251 | Organizational Dues – Membership Fees | $6,000.00 |

## EXPLANATION

This request is **retroactive** because the invoice was not received in time to be processed and approved before the service period began. Membership and participation in the NASBLA is a requirement for the State of New Hampshire to be eligible for the annual Recreational Boating Safety Grant from the US Coast Guard. This grant annually augments the Navigation Safety Fund in providing for the services of Marine Patrol in the Division of State Police.

NASBLA represents the boating authorities in all 50 states and the U.S. territories. The association works to achieve seamless uniformity for boating laws from state to state and to assure enjoyment of the waters for all boaters. It is further dedicated to reducing boating accidents and saving lives. NASBLA also sponsors meetings and conferences between the states and the Coast Guard as well as acting as a legislative clearinghouse for elected and other state officials on boating related matters.

Listed below are answers to standard questions required for Governor and 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?*
   NASBLA has been in existence for 61 years. The New Hampshire Marine Patrol has been a member since approximately 1985, or 36 years.

2. *Is there any other organization which 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 are members, as well as six territories. The Marine Patrol is the only agency from the State of New Hampshire that is a member.

4. *How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc)*
   The standard fee for all states is $6,000.

5. *What benefit does the state receive from participating in this membership?* The US Coast Guard's Recreational Boating Safety (RBS) Grant is contingent upon a state's membership with NASBLA. The RBS Grant constitutes a substantial amount of the Marine Patrol's funding.

6. *Are training or educational/research materials included in the membership? If so, is the cost included? Explain in detail.*
   Yes. Training for the Coast Guard's required Boat Accident Reporting Database (BARD) is provided and funded by NASBLA along with accident investigation and reconstruction trainings and other marine law enforcement training opportunities.

7. *Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.* Yes. As written above, NASBLA membership is required in order for a state to be eligible for the Recreational Boating Safety grant from the US Coast Guard. The federal government in turn allows those funds to be used toward the dues, as well as travel to conferences and workshops hosted by NASBLA.

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.* While there is no travel that is paid for by NASBLA, the entrance fee to the annual workshop is covered.

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.)* Captain Timothy Dunleavy is the Boating Law Administrator for the State of New Hampshire. Any of the sworn officers of the Marine Patrol would be eligible to take part in NASBLA conferences, workshops, and trainings.

10. *Explain in detail any negative impact to the State if the Agency did not belong to this organization.* The primary repercussion for not belonging to NASBLA would be the State's ineligibility for the Recreational Boating Safety Grant, which accounts for a substantial portion of the Marine Patrol's operating budget. Additionally, it would result in a loss of access to specialized law enforcement training in a marine environment.

Respectfully submitted,

Robert L. Quinn
Commissioner of Safety

# IV. Governor and Executive Council Approval of Service Contracts

A. Approval of the Governor and Executive Council shall be required in order for any executive branch agency to:

1. Incur costs associated with organized meetings in the amount of $2,500 or more;

2. Incur membership fees or dues in the amount of $2,500 or more under DAS MOP Chapter 1200;

3. Enter into contracts in the amount of $10,000 or more covering personal services or consultant services; or

4. Enter into contracts in the amount of $25,000 or more covering any other type of service.

B. The Department of Administrative Services shall, on a quarterly basis, report to the Governor and Executive Council all service contracts for amounts below the thresholds set forth in A. 3. and 4. above which have been approved by agencies without Governor and Executive Council action.

C. All amendments to service contracts which have been approved by the Governor and Executive Council shall themselves require the approval of the Governor and Executive Council regardless of whether or not those amendments impose an additional cost.

D. Amendments to service contracts which would, in combination with the underlying contract, bring the amount of the contract to the applicable threshold amount specified in A. 3. or 4. above shall require Governor and Council approval regardless of whether the underlying contract was originally presented to the Governor and Council.

E. Agencies shall not seek to avoid Governor and Council approval of costs associated with organized meetings under A. 1. above by viewing individual costs associated with the meeting independently. Costs associated with organized meetings which would, in combination with any other cost pertaining to that meeting, bring the total amount of those costs to the threshold amount specified in A. 1. above shall require Governor and Council approval.

F. The Department of Administrative Services shall prepare for inclusion in this manual a description of those circumstances in which Governor and Executive Council



Adopted 4/7/2010
Approved 4/14/2010
Most recently amended 9/17/2014
(revisions to Section IV;
new Section VI)

# Invoice

1020 Monarch Street
Suite 200
Lexington, KY 40513
(859) 225-9487

| | |
|---|---|
| Invoice Number: | 3487 |
| Invoice Date: | 9/15/2021 |
| Invoice Due Date: | 10/15/2021 |
| Order Number: | 15744 |

**Bill To:**

NH Marine Patrol

31 Dock Road
Gilford, NH 03249 US

| Product | Description | Qty | Unit Price | Total |
|---|---|---|---|---|
| Member-NASBLA Annual Membership Dues 10/1/2021 to 9/30/2022 | | 1.00 | $6,000.00 | $6,000.00 |

**Memo:**

**Terms : Net 30**

| | |
|---|---|
| **Total:** | $6,000.00 |
| **Payments:** | $0.00 |
| **Last Payment Date:** | - |
| **Balance Due:** | $6,000.00 |

**FEIN 31-1545237**