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

Lori A. Sibiakette
Commissioner

Leri A. Weaver
Deputy Commissioner

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December 3, 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 \$2582.40 as follows:

Institution:	Granite State College 25 Hall St Concord, NH 03301
Course Title(s):	Principles of Human Service Management, Administration of Human Service Organizations
Course Date(s):	Begin: 01/03/2022 End: 06/24/2022
Employee:	Brent Ladman
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$2582.40
State Share:	\$2582.40
Source of Funds:	Employee Training, 20% Federal, 80% General

EXPLANATION

This course will benefit the Department and the employee by broadening the employee's knowledge of related program areas across the Department of Health and Human Services, to better explain and assist with said areas both to constituents and to clients of the department seeking conflict resolution and mediation services from the Office of the Ombudsman. These graduate level courses, Principles of Human Service Management and Administration of Human Service Organizations, examine the key concepts of human services management and provide a broad overview of the history, purpose, theory, and current trends in the human services field. An emphasis is placed on examining social systems, ethics, and skills related to human service delivery to individuals, groups, families, organizations, communities, and society in diverse practice settings. These concepts are directly related to the daily work done with clients by the Office of the Ombudsman.

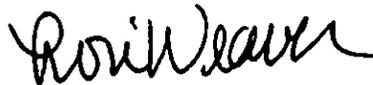
Brent Ladman has been an employee of the Department of Health and Human Services (DHHS) for eighteen (18) years, serving for the past four years as an Associate Ombudsman within the Office of the Ombudsman under Legal and Regulatory Services as a statutorily-neutral complaint investigator for clients of the department or agencies contracted by the department. The Office of the Ombudsman also provides mediation services to both clients and employees of the department in pursuit of conflict resolution across numerous program areas, including the Division of Children, Youth, and Families, Child Support Services, Family Assistance.

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 3rd day of December 2021 by and through the Department of Health and Human Services (hereinafter referred to as the "State) and Brent Ladman (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 \$2382.40, which monies shall be used for the purpose of enrolling the Recipient in: Principles of Human Service Management and Administration of Human Service Organizations (course name), which course(s) is being offered by Granite State College and which course(s) shall commence on January 3, 2022 and terminate on June 24, 2022.
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) [Signature] (printed name) Brent Ladman

NOTARY State of New Hampshire, County of Merrimack:

On this the 3rd day of December, 2021, before me, Ellen Macneil, the undersigned officer, personally appeared, Brent Ladman (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. [Signature]

ELLEN M. MACNEIL - Notary Public State of New Hampshire My Commission Expires March 13, 2024

THE STATE OF NEW HAMPSHIRE (signature) [Signature] (date) 12.6.21 (printed name, title) Lori A. Weaver, Deputy Commissioner