



Lori A. Weaver
Interim Commissioner

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

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December 22, 2022

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 \$1,500.00 as follows:

Institution:	Southern New Hampshire University 33 South Commercial Street Manchester, NH 03101
Course Title(s):	MBA-540 Organizational Strategy in a Global Environment
Course Date(s):	Begin: 01/30/2023 End: 04/09/2023
Employee:	Rebecca Lovell
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$1,692.90
State Share:	\$1,500.00
Source of Funds:	Employee Training, 20% Federal, 80% General

EXPLANATION

This course, Organizational Strategy in a Global Environment, will benefit the Department and Ms. Lovell as it explores the way impactful leaders leverage business intelligence to make ethical decisions, solve complex problems, and craft strategic direction to improve organizational performance and agility in a dynamic global business environment. Ms. Lovell will develop context and understanding of how organizations formulate a strategic direction and organize all business functions to complement each other to achieve organizational objectives. She will gain the knowledge to develop the know-how to assess, inform, and form interconnected functional and organizational strategic direction. This course will enable the development of skills for strategic planning, to identify opportunities for improvement, and assist leadership with future planning at the Public Health Laboratories. Completing this course as part of her Master's in Business Administration with a concentration in Public Administration, will allow Ms. Lovell to more actively participate in the leadership of the Public Health Laboratory and other sections of the Division of Public Health, bringing them into the future, and strengthening inter-department cooperation.

Rebecca Lovell is a Laboratory Scientist IV, who has worked for the Department of Health and Human Services, Division of Public Health for more than thirteen (13) years. She has worked in the Arbovirus/Emergency Response unit of the Public Health Laboratory for over five (5) years, and previously worked in the Clinical Microbiology unit for eight (8) years. She is the technical lead for the conventional bioterrorism testing program in addition to her responsibilities with arboviral surveillance and emergency response.

By completing a Master's in Business Administration with a concentration in Public Administration degree, Ms. Lovell will understand how to help lead the Public Health Laboratory and other sections of the Division of Public Health into the future, and strengthen inter-department cooperation.

This course will not be taken on State time.

Attached is a fully executed Tuition Agreement for your review.

Respectfully submitted,



Lori A. Weaver
Interim Commissioner



THE STATE OF NEW HAMPSHIRE
EDUCATIONAL TUITION AGREEMENT

Agreement dated this 22 day of November 2022 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and Rebecca Lovell (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 \$1500.00, which monies shall be used for the purpose of enrolling the Recipient in: MBA-540 Organizational Strategy in a Global Environment, which course(s) is being offered by Southern New Hampshire University and which course(s) shall commence on January 30, 2023 and terminate on April 9, 2023.
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)

R Lovell

(printed name) Rebecca Lovell

NOTARY

State of New Hampshire, County of Herrnack:

On this the 22 day of Nov, 2022, before me, Melissa Guenther, the undersigned officer, personally appeared, Rebecca Lovell (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.

Melissa A. Guenther

MELISSA A. GUENTHER
Notary Public/Judge of the Peace
State of New Hampshire
My Commission Expires
September 29, 2026

THE STATE OF NEW HAMPSHIRE

(signature)

Lori Weaver

(date) 1/3/2023

(printed name, title) Lori Weaver, Interim Commissioner