



Lori A. Weaver
Interim Commissioner

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

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March 9, 2023

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 \$1581.90 as follows:

Institution:	University of Missouri Cashiers Office 325 Jesse Hall Columbia, MO 65211
Course Title(s):	Epidemiology of Vaccine Preventable Diseases
Course Date(s):	Begin: 06/05/2023 End: 07/28/2023
Employee:	Tiffanie Meekins
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$1581.90
State Share:	\$1581.90
Source of Funds:	Employee Training, 20% Federal, 80% General

EXPLANATION

This course, Epidemiology of Vaccine Preventable Diseases, will benefit the Department and Ms. Meekins as completion of the Masters Certificate in Epidemiology will allow Ms. Meekins to better understand the connections between the Public Health Lab and the other sections of the Division of Public Health, strengthening inter-department cooperation. This course will also give a better understanding of public health outside of the laboratory environment, and help create connections between the testing provided by Ms. Meekins, and the population she serves.

Epidemiology of Vaccine Preventable Diseases focuses on research designs and methods to describe measures of disease occurrence and risk factor associations, utilizing quantitative information to ascertain whether relationships exist between risk or protective factors and diseases in population. When looking at potential causal associations, it explores the role of chance, bias, and confounding and effect modification and how this may influence the design and interpretation of epidemiologic studies.

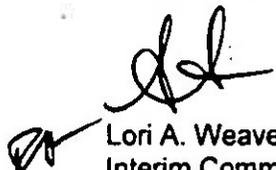
Tiffanie Meekins has been employed by the Department of Health and Human Services, Public Health Laboratory for two (2) years and is currently a Microbiologist I in the Molecular Diagnostics unit. She participates in microbiological testing which includes the detection of COVID-19 in waste water as well as rabies virus detection.

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.

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 30 day of January, 2023 by and through the Department of Health and Human Services (hereinafter referred to as the "State) and Tiffanie Meekins (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 1581.90, which monies shall be used for the purpose of enrolling the Recipient in: Epidemiology of Vaccine Preventable Diseases (course name), which course(s) is being offered by University of Missouri and which course(s) shall commence on 05 June 2023 and terminate on 28 July 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) [Signature] (printed name) TIFFANIE MEEKINS

NOTARY State of New Hampshire, County of Merimack:

On this the 30 day of January 2023, before me, Melissa Guenther the undersigned officer, personally appeared, Tiffanie Meekins (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] 1/30/23
Notary Public/Justice of the Peace

THE STATE OF NEW HAMPSHIRE
(signature) [Signature] (date) 3/16/23

(printed name, title) Ann Landry, Associate Commissioner

MELISSA A. GUENTHER
NOTARY PUBLIC
State of New Hampshire
My Commission Expires
September 29, 2028