



STATE OF NEW HAMPSHIRE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF LONG TERM SUPPORTS AND SERVICES

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Lori A. Weaver
Commissioner

Melissa A. Hardy
Director

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August 31, 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, 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 \$39,615 for annual participation fees for National Core Indicators (NCI) and annual membership dues, for the period July 1, 2022, through June 30, 2024, effective upon Governor and Council approval. 54.19% General Funds and 45.81% 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
2024	026-500251	93000001	Organizational Dues	\$39,615
			Total	\$39,615

EXPLANATION

The purpose of this request is to pay National Association of State Directors of Developmental Disability Services (NASDDDS) for the State Fiscal Year (SFY) 2024 annual membership costs. This request is **Retroactive** to allow the Department to pay the cost of our membership that began on July 1, 2023 with SFY 2024 appropriations, due to the timing of receiving the invoice (dated 8/15/2023) for the service period of July 1st through June 30th. Additionally, the Department is seeking retroactive approval for payment of the SFY 2023 annual participation fees for National Core Indicators (NCI). Prior to July 1, 2021, this membership expense was paid by an organization contracted with the Department. In SFY 2023, Department's contractor received an invoice of the SFY 2022 membership from NASDDDS and paid the invoice in error. The invoice should have been submitted to the Department and subsequently sent to Governor and Executive Council for approval. Since the identification of this issue, NASDDDS reimbursed the contractor and submitted an invoice to the Department as approved by Governor and Council on June 14, 2023, item 28A. The payment of the SFY 2023 invoice is the final step of rectifying

the invoice payment errors, and the Department has clarified with NASDDDS the appropriate parties responsible for payment in order to prevent this issue moving forward.

- 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 (NASDDDS) was formed in 1964. New Hampshire has been a member since 1964.

- 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 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 state 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 intellectual/developmental disabilities (i/DD) system. Small states like New Hampshire have a capped annual dues amount.

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

NASDDDS supports New Hampshire through:

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

Participation in NCI survey provides New Hampshire valid, reliable and person-centered survey results to use to demonstrate how budget appropriations are impacting people's lives and how the supports can be improved. NCI analysis and reporting allows New Hampshire to track outcomes over multiple years as well as to compare the outcomes to other states and national averages. Survey results can assist in continuous quality improvement of the developmental disability 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 including: Federal Perspectives** - a summary of national policy developments from bills pending in Congress, changes in federal policies, and trends in federal-state relations; and **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. Participation in NCI 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 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:

- Melissa Hardy, Director, Division of Long Term Supports and Services (NASDDDS Voting Member)
- Sandy Feroz, Bureau Chief, Bureau of Developmental Services
- Jennifer Doig, Business Manager, Bureau of Developmental Services
- Christine Santaniello, Associate Commissioner
- Laurie Vachon, Manager, Bureau of Developmental Services
- Jessica Gorton, Waiver Manager, Bureau of Developmental Service
- The main state contact for NCI surveys is:
- Melissa Hardy, Director, Division of Long Term Supports and 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.

For NCI, New Hampshire would not benefit from the person-centered survey results which are used to demonstrate how budget appropriations are impacting people's lives and how the quality of supports can be continuously improved. In addition, New Hampshire would not be able to compare outcomes over multiple years, how they compare to other states or national averages. As New Hampshire implements developmental system redesign to come into compliance of the Centers for Medicare and Medicaid Services corrective action plan, on 7/1/23, without this survey, there will not be a way to track the impacts of the changes on people's lives and on the developmental system as a whole.

Sincerely,



Lori A. Weaver
Commissioner

National Association of State
Directors of Developmental
Disabilities Services
PO Box 26128
Alexandria, VA 22313
7036834202

INVOICE

Invoice #: FY24 NCI & MEM
New Hampshire
Invoice Date: 08/15/23
Amount Due: \$24,179.00

Bill To:

Division of Long Term Supports and
Services
105 Pleasant Street
Concord, NH 3301
United States

Due Date	Terms
09/14/23	Net 30

Item	Description	Amount
NCI	2023-2024 National Core Indicators (NCI-IDD) Period July 1, 2023 – June 30, 2024	\$18,000.00
Membership	2023-2024 NASDDDS Membership Period July 1, 2023 – June 30, 2024	\$6,179.00

Kindly update your records with our new mailing address.

NASDDDDS
PO Box 26128
Alexandria, VA 22313

Total: \$24,179.00
Payments: \$0.00
Amount Due: \$24,179.00

Please reach out to Megan Rose Sierra (mrose@nasddds.com) with any questions you may have.

Payment options:

1. Use the link in the email to pay electronically (PREFERRED)

or

2. Mail check payable to our lockbox:

NASDDDDS
PO Box 822738, Philadelphia, PA 19182-2738