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

Lori A. Weaver  
Commissioner

Morissa Henn  
Deputy Commissioner

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November 30, 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 \$2355.00 as follows:

Institution:	University of New Hampshire 105 Main Street Durham, NH 03824
Course Title(s):	Human Behavior and the Social Environment II
Course Date(s):	Begin: 01/23/2024 End: 03/15/2024
Employee:	Carolyn Fredette
Funding Source:	05-95-90-903510-24680000-066-500544
Total Cost of Course(s):	\$2,355.00
State Share:	\$2,355.00
Source of Funds:	PH Crisis Workforce Development Funds; 100% Federal

### EXPLANATION

The course in Human Behavior and the Social Environment II will benefit the Department and Carolyn Fredette in several ways. It will provide a more in-depth understanding of the social determinants of health including the ability to identify and address root causes of health disparities in various communities. Additionally, it provides a deeper understanding of strategic planning and its relationship to policy development, allowing the department and Carolyn to gain a better understanding of how policies and interventions can positively promote health behaviors and outcomes.

The objectives of the Human Behavior and the Social Environment II course include gaining an understanding about behaviors and development and their relationship across the life cycle from a macro systems prospective. The course offers students the opportunity to explore social relationships that promote welfare of some, while limiting opportunities and choices for others. This course will offer Carolyn the opportunity to learn about social and structural factors that may contribute to infectious disease outcomes in pregnant people and infants. With this understanding, further interventions can be designed that will address causes of disparities and promote equal access to healthcare services.

Carolyn has been employed by the State of New Hampshire, Division of Public Health Services for over 11 years. She has been in her current role as the Maternal and Infant Infectious Disease Epidemiologist for the Bureau of Infectious Disease Control for over one year. Carolyn's primary job responsibilities include providing monitoring, follow-up support and expertise for pregnant individuals and their infants who test positive and/or are impacted by emerging infectious diseases of concern given the associated health risks for them. Carolyn also works on infectious disease prevention and outreach initiatives, and with this course will be able to enhance those skills and ultimately be able to develop additional targeted interventions and prevention strategies while taking into consideration social and environmental factors that influence disease transmission amongst these at-risk populations.

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 this course 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,



for:

Lori A. Weaver  
Commissioner



THE STATE OF NEW HAMPSHIRE
EDUCATIONAL TUITION AGREEMENT

Agreement dated this 1st day of November 2023 by and through the Department of Health and Human Services (hereinafter referred to as the "State) and Carolyn Fredette (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 \$2,355.00, which monies shall be used for the purpose of enrolling the Recipient in: Human Behavior and the Social Environment II (course name), which course(s) is being offered by the University of New Hampshire and which course(s) shall commence on January 23, 2024 and terminate on March 15 2024.
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.

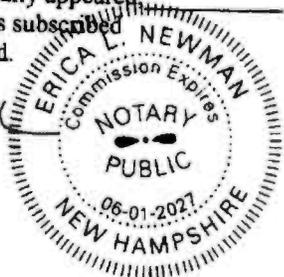
RECIPIENT (signature) Carolyn Fredette (printed name) Carolyn Fredette

NOTARY State of New Hampshire, County of Rockingham:

On this the 2 day of November 2023 before me, ERICA NEWMAN, the undersigned officer, personally appeared Carolyn R. Fredette (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.

Erica Newman Notary Public/Justice of the Peace



THE STATE OF NEW HAMPSHIRE

(signature) Ann to. W Landry

(date) December 5, 2023

(printed name, title) Ann Landry, Associate Commissioner