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

Lori A. Weaver
Commissioner

Morissa Hean
Deputy Commissioner

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-9200 1-800-852-3345 Ext. 9200
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May 1, 2024

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 \$1485.00 as follows:

Institution:	Southern New Hampshire University PO Box 55008 Boston, MA 02205-5008
Course Title(s):	Macroeconomics Global Perspectives in Sustainability
Course Date(s):	Begin: 07/01/2024 End: 08/25/2024
Employee:	Courtney Drouin
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$1485.00 (\$742.50 per course)
State Share:	\$1485.00
Source of Funds:	Employee Training, 20% Federal, 80% General

EXPLANATION

This education will benefit the Department of Health and Human Services (DHHS) and Courtney Drouin by improving the overall efficiency of the employee's work. This employee will develop an understanding of Macroeconomic principles dealing with economy-wide phenomena such as inflation, price levels, rate of economic growth, national income, and changes in unemployment. Additionally, Courtney's understanding of the interconnectedness of human and environmental systems and how various needs must be balanced within these systems to establish, maintain, and promote sustainability. Completing these courses is also part of Courtney's longer-term goal of obtaining a Bachelor's in Public Administration.

The first course, *Macroeconomics*, introduces the role of government fiscal and monetary policy in influencing the level of economic activity. This will expand the employee's understanding of levels of output, income, employment, and prices are determined in a capitalist economy.

The second course, *Global Perspectives in Sustainability*, will enhance the employee's knowledge of sustainability and sustainable systems within global society. Courtney will development sustainability principles to address issues across various social, political, economic, and environmental contexts.

Courtney Drouin has been employed with DHHS for one and a half (1.5) years and currently serves as a 43-6010 Administration Assistant - 4 (Health Care Coordination Program Assistant II) with the Bureau for Family Centered Services. In this role, Courtney assists with contract oversight, contract invoicing, meeting coordination and program development.

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 for 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 1 day of April 2024 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and Courtney Drouin (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 742.50, which monies shall be used for the purpose of enrolling the Recipient in: Macroeconomics (course name), which course(s) is being offered by Southern New Hampshire University and which course(s) shall commence on 07/01/2024 and terminate on 8/25/2024.
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) Courtney Drouin (printed name) Courtney Drouin

NOTARY State of New Hampshire, County of Merrimack:

On this the 9th day of April, 2024, before me, Brenda Hodgins, the undersigned officer, personally appeared, Courtney Drouin (recipient) known to me (or satisfactorily proved) 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. Brenda Hodgins
Notary Public/Justice of the Peace

Exp 3/13/2029

THE STATE OF NEW HAMPSHIRE
(signature) Ann C. Landry (date) 5/1/2024
(printed name, title) Ann Landry, Associate Commissioner



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RECIPIENT

(signature)

Courtney Drouin

(printed name)

Courtney Drouin

NOTARY

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In witness whereof I hereunto set my hand and official seal.

Brenda Higgins
Notary Public/Justice of the Peace

Exp. 3/13/2024

THE STATE OF NEW HAMPSHIRE

(signature)

Ann Landry

(date) 5/1/2024

(printed name, title) Ann Landry, Associate Commissioner

fund-tuition-agree (Financial Accounting)