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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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July 8, 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 \$2,850.00 as follows:

Institution:	Walden University Bursar's Office 650 S. Exeter Street Baltimore, MD 21202-4573
Course Title:	Capstone
Course Date:	Begin: 08/26/24 End: 11/10/24
Employee:	Thomas Grinley
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course:	\$2,850.00
State Share:	\$2,850.00
Source of Funds:	Employee Training; 20% Federal, 80% General

EXPLANATION

This education will benefit the Department of Health and Human Services (DHHS) and Thomas Grinley by improving the overall efficiency of the employee's work. It will help this employee by enabling well-rounded skills and experience to support other bureaus within DHHS in their program evaluation and continuous quality improvement activities designed to meet objectives identified and improve the lives of citizens throughout New Hampshire.

This Course, *Capstone*, provides the opportunity to incorporate theoretical and social scientific research skills into a practical project designed to promote positive social change. Completing this course is the final step in Thomas's pursuit to obtain a Master's Degree in Psychology.

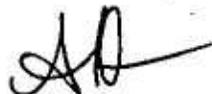
Thomas Grinley has been employed with the Department of Health and Human Services for ten (10) year(s) and currently serves as a 13-1110 Management Analysts-4 (Program Planning and Review Specialist) in the Division of Program Quality and Integrity. In this position, Thomas performs quality service reviews of the Community Mental Health Centers and the Choices for Independence case management agencies. Additionally, this employee serves on the Suicide Prevention Council, the Suicide Prevention and Integration Team and the Suicide Fatality Review Committee.

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 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,


Lori A. Weaver
Commissioner



THE STATE OF NEW HAMPSHIRE
EDUCATIONAL TUITION AGREEMENT

Agreement dated 3rd day of June, 2024 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and Thomas Grinley (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 \$2,850.00, which monies shall be used for the purpose of enrolling the Recipient in: Capstone, which course(s) is being offered by Walden University (s) shall commence on August 26, 2024 and terminate on November 10, 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) [Handwritten Signature] (printed name) THOMAS GRINLEY

NOTARY State of New Hampshire, County of Merrimack

On this the 3rd day of June, 2024, before me, Lynn Laperle, the undersigned officer, personally appeared, Thomas Grinley (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. [Handwritten Signature] Notary Public Notary Public/Justice of the Peace

THE STATE OF NEW HAMPSHIRE (signature) [Handwritten Signature] (date) 7/8/2024 (printed name, title) Ann Landry, Associate Commissioner

LYNN M. LAPERLE - Notary Public State of New Hampshire My Commission Expires May 17, 2025