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**STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF HEALTH AND HUMAN SERVICES**  
***DIVISION OF PUBLIC HEALTH SERVICES***

Lori A. Weaver  
Commissioner

Iain N. Watt  
Director

29 HAZEN DRIVE, CONCORD, NH 03301  
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www.dhhs.nh.gov

August 8, 2024

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

1. Pursuant to MOP 1200, I. D., authorize the Department of Health and Human Services, Division of Public Health Services, to **retroactively** pay the Association of State and Territorial Health Officials (VC#168523), Arlington, Virginia, in the amount of \$20,700 for annual membership dues, effective upon Governor and Executive Council approval, for the membership period of July 1, 2021, through June 30, 2022. 54.42% Federal Funds; 40% General Funds; 5.58% Other Funds-Fees.
  
2. Pursuant to MOP 1200, I. D., authorize the Department of Health and Human Services, Division of Public Health Services, to **retroactively** pay The Association of State and Territorial Health Officials (VC#168523), Arlington, Virginia, in the amount of \$20,700 for annual membership dues, effective upon Governor and Executive Council approval, for the membership period of July 1, 2024, through June 30, 2025. 54.42% Federal Funds; 40% General Funds; 5.58% Other Funds-Fees.

**05-95-90-900010-51100000 HEALTH AND SOCIAL SERVICES, DEPARTMENT OF HEALTH AND HUMAN SERVICES, HHS: PUBLIC HEALTH DIVISION, BUREAU OF ADMINISTRATION, OFFICE OF THE DIRECTOR**

State Fiscal Year	Class / Account	Job Number	Class Title	Total Amount
2025	026-500251	90072000	Organizational Dues	\$41,400
<b>Total</b>				<b>\$41,400</b>

**EXPLANATION**

This item is **Retroactive** because DPHS did not receive the invoices from the vendor until after the start date of the membership. In 2021, the vendor updated their invoicing system and realized while processing invoices for a subsequent year that a prior invoice was not processed and paid for FY 2022.

The Association of State and Territorial Health Officials (ASTHO) is the national nonprofit organization representing state public health agencies. Their mission is to assist state health departments in the development and implementation of programs and policies to promote health and prevent disease, and to serve as a conduit for state discussions and policy development with federal partners.

Listed below are answers to standard questions required for Governor and Executive Council organization dues and membership approval submissions.

1. How long has this organization been in existence and how long has this agency been a member of this organization?

The ASTHO was incorporated on March 23, 1942, and the Department of Health and Human Services has been associated with this organization since its creation.

2. Is there any other organization that 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, 6 U.S. Territories, and the District of Columbia. The Department of Health and Human Services, Division of Public Health Services is the only state agency that is a member of the ASTHO.

4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc.)

The ASTHO membership dues structure is based on population, using data from the United States Census Bureau.

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

The ASTHO provides staff to advocate in Washington, DC for national issues of public health significance and provides timely briefings to state health officials on congressional activities; non-partisan advocacy on public health issues such as funding for the AIDS Drug Assistance Program, Immunization, maternal and child health, and infectious and chronic diseases. More than half of the public health operating budget comes from federal sources, therefore, the Department's participation with the ASTHO is vital to maintaining the Department's ability to continue receiving Federal grants and funding for these programs.

The ASTHO supports State Health Departments to ensure information sharing, streamlined communication, and a coordinated response to major public health events and needs.

The ASTHO advocates for the inclusion of health promotion and disease prevention in health care discussions at the national level. They are instrumental in bringing the federal government consolidated information from the states regarding successful implementation of population-based health activities and related impacts on quality of health care delivery and costs.

The ASTHO assists the Department with applying for and obtaining private foundation grants that assist in delivering health programs to NH citizens.

The ASTHO provides resources and technical support to assist the Department in various operational aspects including consultation on financing, organization, workforce development, and how best to use information technology to achieve programmatic goals at a reasonable cost.

6. Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.

The Department receives numerous educational and research materials from the ASTHO, and the cost is included in the membership. Federal grants are received by the ASTHO to provide the states with training and development.

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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.

The ASTHO covers all costs for the Director and other staff members of the Division of Public Health Services to attend meetings throughout the year.

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.)

Patricia Tilley, previous Director of the Division of Public Health Services, was the member during the 2021-2022 membership period. Iain Watt, current Director of the Division of Public Health Services is the member for the 2024-2025 membership period.

10. Explain in detail any negative impact to the State if the Agency did not belong to this organization.

If the Department does not belong to the ASTHO, the Department would not have access to the information, training, and advocacy for policy and funding at the federal level. This information provides the Department with an array of evidence based and quality practices that lead to better health outcomes for the population of NH.

Respectfully Submitted,



for:

Lori A. Weaver  
Commissioner



National Headquarters  
2231 Crystal Drive, Suite 450  
Arlington, VA 22202  
(202) 371-9090

Regional Office  
600 Peachtree Street NE, Suite 1000  
Atlanta, GA 30308  
(202) 371-9090

www.astho.org  
@ASTHO

**Patricia Tilley, MS Ed**  
**New Hampshire Department of Health & Human Services**  
**29 Hazen Drive**  
**Concord, NH 03301**

**INVOICE# 070121-NH** **INVOICE DATE: MAY 31, 2021**

DESCRIPTION	TOTAL
ASTHO Annual Dues for the Period July 1, 2021 – June 30, 2022	\$20,700

**INVOICE TOTAL** **\$20,700**

**REMITTANCE**

As a result of COVID-19, we are currently working remotely. To accommodate this change, please transmit funds electronically (via ACH) to:

Name on Bank Account: Association of State & Territorial Health Officials  
Bank Account Number: 2030000009286  
Checking or Savings Account: Checking  
ABA Routing Number: 054001220  
Receiving Bank Name: Wells Fargo Bank, N.A.  
Branch Location: Tyson's Plaza  
Branch Address: 1753 Pinnacle Drive  
McLean, VA 22102

**Payment Due: June 30, 2021**



**Invoice**

**Invoice Number:** I04057  
**Invoice Date:** 7/1/2024  
**Customer Contract Nbr:** N/A  
**Contract Desc:** NH001 New Hampshire Dept Of Health & Human Svcs  
**Terms:** Net 30  
**Billing Thru:** 7/1/2024  
**Purchase Order:** N/A  
**Voucher ID:** 5

**REMIT TO:**

ASTHO  
2231 Crystal Drive, Suite 450  
Arlington, VA 22202

**BILL TO:**

New Hampshire Dept Of Health & Human Svcs.  
Director  
29 Hazen Drive  
Concord, NH 03301  
Attn: Iain Watt

**Thank you for your membership. Below please find the invoice for membership this coming year.  
For any questions, please email [accountsreceivable@astho.org](mailto:accountsreceivable@astho.org) or [executiveoffice@astho.org](mailto:executiveoffice@astho.org).**

**DESCRIPTION** **CURRENT AMOUNT**

<b>NH001 New Hampshire Dept Of Health &amp; Human Svcs</b>	
2024-2025 Membership Dues	\$20,700.00
<b>NH001 New Hampshire Dept Of Health &amp; Human Svcs Total:</b>	<b>\$20,700.00</b>

VIA ACH:		VIA CHECK:
Name on Bank Account:	Association of State & Territorial Health Officials	Association of State and Territorial Health Officials
Bank Account Number:	2030000009286 Checking	2231 Crystal Drive Suite 450 Arlington VA 22202
Checking or Savings Account:	054001220	Attn: Membership Dues
ABA Routing Number:	Wells Fargo Bank, N.A.	
Receiving Bank Name:	Tyson's Plaza	
Branch Location:	1753 Pinnacle Drive McLean, VA	
Branch Address:	22102	

Internal Ref: 1073-036 PB002752