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

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Lori A. Weaver  
Commissioner

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Deputy Commissioner

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October 4, 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 \$2,000.00 as follows:

Institution:	Boston University's Metropolitan College Student Accounting Services 25 Buick Street Suite 130 Boston, MA 02215
Course Title:	Advance Machine Learning and Neural Networks
Course Date:	Begin: 10/29/24 End: 12/16/24
Employee:	Melissa Mullen
Funding Source:	05-95-90-903510-24680000-066-500544
Total Cost of Course:	\$3,820.00
State Share:	\$2,000.00
Source of Funds:	Employee Training; 100% Federal

### EXPLANATION

This education will benefit the Department of Health and Human Services (DHHS) and Melissa Mullen by improving the overall efficiency of the employee's work. Melissa will develop technical skills and knowledge needed to better serve DHHS and the residents of New Hampshire. Completing this course is also part of Melissa's longer-term goal of obtaining a Master's degree in Applied Data Analytics.

This Course, *Advanced Machine Learning and Neural Networks*, introduces the study of supervised and unsupervised learning, regression, k-means, KNN's, neural nets and deep learning, recurrent neural nets, rule-learning, adversarial learning, Bayesian learning, and genetic algorithms.

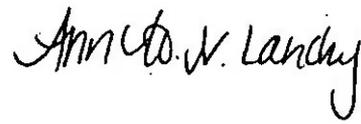
Melissa Mullen has been employed with the Department of Health and Human Services for two (2) year(s) and currently serves as a 19-1040 Medical Scientists-2 (STI Epidemiologist) in the Division of Public Health, Bureau of Disease Control. In this position, Melissa is responsible for compiling infectious disease surveillance data, contacting healthcare providers, and other state agencies, to collect and verify case information, conduct statistical analyses, and prepare various statistical reports.

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,

  
for:

Lori A. Weaver  
Commissioner



THE STATE OF NEW HAMPSHIRE  
EDUCATIONAL TUITION AGREEMENT

Agreement dated this 29th day of May 2024 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and Melissa Mullen (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 \$2,000, which monies shall be used for the purpose of enrolling the Recipient in: MET CS 767: Advanced Machine Learning and Neural Networks (course name), which course(s) is being offered by Boston University's Metropolitan College (MET) and which course(s) shall commence on 10/29 2024 and terminate on 12/16 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) Mel Mullen (printed name) MELISSA MULLEN

NOTARY State of New Hampshire, County of Merrimack County

On this the 29 day of 05, 2024, before me, Diana Drago, the undersigned officer, personally appeared, Melissa Mullen (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.

Diana Drago  
Notary Public/Justice of the Peace

DIANA L DRAGO  
NOTARY PUBLIC  
State of New Hampshire  
My Commission Expires  
February 28, 2028

THE STATE OF NEW HAMPSHIRE

(signature) Ann C. V. Landry (date) 10.4.24  
(printed name, title) Ann Landry, Associate Commissioner