

ARC

115



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

Lori A. Weaver
Commissioner

Katja S. Fox
Director

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

August 11, 2025

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Behavioral Health, to enter into a **Sole Source** amendment to an existing contract with International Critical Incident Stress Foundation, Inc. (VC# 170457), Ellicott City, Maryland, for the continued provision of Critical Incident Stress Management Peer Support trainings for Community Mental Health Center clinicians, Disaster Behavioral Health Response Team members, and other mental health service providers statewide, by exercising a contract renewal option by increasing the price limitation by \$68,575 from \$162,150 to \$230,725 and extending the completion date from September 30, 2025 to September 29, 2026, effective October 1, 2025, upon Governor and Council approval, 100% Federal Funds.

The original contract was approved by Governor and Council on January 31, 2024, item #27, and amended on September 25, 2024, item #26.

Funds are available in the following account for State Fiscal Years 2026 and 2027, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

05-95-092-922010-41200000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% FEDERAL FUNDS)

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2024	067-500557	Provider Training/ Education	92264120	\$36,050	\$0	\$36,050
2025	067-500557	Provider Training/ Education	92264120	\$75,950	\$0	\$75,950
2026	067-500557	Provider Training/ Education	92264120	\$50,150	\$29,125	\$79,275
2027	067-500557	Provider Training/ Education	92264120	\$0	\$39,450	\$39,450
			Total	\$162,150	\$68,575	\$230,725

EXPLANATION

This request is **Sole Source** because MOP 150 requires all amendments to agreements originally approved as sole source to be identified as sole source. The Critical Incident Stress Management (CISM) training materials approved by the Substance Abuse and Mental Health Services Administration (SAMHSA) are the intellectual property of the Contractor. Therefore, the Contractor is the only vendor that can provide the CISM trainings.

The purpose of this request is for the Contractor to continue providing CISM trainings to targeted audiences identified by the Department, including but not limited to: DCYF staff; first responders; Community Mental Health Center (CMHC) clinicians; Disaster Behavioral Health Response Team members; and other New Hampshire mental health service providers. This request also supports trainings focused on school-based staff, including but not limited to: educators, administrators and guidance counselors.

Through June 2025, the Contractor has trained approximately 330 participants on the CISM courses. 250 additional training spots are available through September 29, 2026, comprised of ten (10) CISM trainings, including one (1) 3-day, virtual, CISM Basic Training. CISM trainings, designed to increase local providers' knowledge and skills, equip individuals and groups with strategies and tools to more effectively respond to a critical incident. Trainings address interventions that are customized to meet the needs of the situation and the recipient populations. Training topics include, but are not limited to, assisting individuals in crisis, group crisis intervention, frontline de-escalation skills, interventions with children, and advanced trainings.

The Department will continue monitoring services through review and assessment of quarterly reports required of the Contractor.

As referenced in Exhibit A of the original agreement, the parties have the option to extend the agreement for up to three (3) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and Governor and Council approval. The Department is exercising its option to renew services for one (1) year of the remaining two (2) years available.

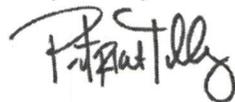
Should the Governor and Council not authorize this request, the Department will be unable to provide the required number of trainings as mandated by SAMSHA, and may be further limited in its ability to ensure school-based staff training in preparation for potential school-related crisis situations.

The Department has determined that the Contractor is in good standing with the Secretary of State's Office, has secured the required levels of insurance, and has provided evidence of authority to execute and be bound by the contract. Documents supporting these assertions are available at the agency for review upon request. The Contractor is a non-profit organization; however, a letter from the New Hampshire Attorney General, dated August 6, 2025, confirms that its primary purpose is not charitable. Therefore, it is not required to register with the Department of Justice's Charitable Division under RSA 7:19.

Area served: Statewide.

Source of Federal Funds: Assistance Listing Number 93.958, FAIN B09SM089965.

Respectfully submitted,



For:

Lori A. Weaver
Commissioner

**State of New Hampshire
Department of Health and Human Services
Amendment #2**

This Amendment to the Critical Incident Stress Management Training contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and the International Critical Incident Stress Foundation, Inc. ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on January 31, 2024 (Item #27), as amended on September 25, 2024 (Item #26), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7., Completion Date, to read:
September 29, 2026
2. Form P-37, General Provisions, Block 1.8., Price Limitation, to read:
\$230,725
3. Modify Exhibit B, Scope of Services; Section 1.5., by adding Sections 1.5.6. through 1.5.10., to read:
 - 1.5.6. Conducting one (1) 3-day, virtual, Critical Stress Incident Management (CISM): Basic training.
 - 1.5.7. Conducting one (1) 2-day, virtual, CISM: Advanced Group Crisis Intervention training.
 - 1.5.8. Conducting two (2) 2-day Workplace Violence trainings; one (1) in-person and one (1) virtual.
 - 1.5.9. Conducting two (2) 2-day Grief Following Trauma trainings; one (1) in-person and one (1) virtual.
 - 1.5.10. Conducting two (2) 2-day Managing School Crises: From Theory to Application trainings; one (1) in-person and one (1) virtual.
4. Modify Exhibit B, Scope of Services; Section 1.5.3, to read:
 - 1.5.3. Conducting one (1) 2-day, in-person CISM: Application with Children training.
5. Modify Exhibit C, Payment Terms; Section 1.1, to read:
 - 1.1. 100% Federal funds from the Bipartisan Safer Communities Act Center for Mental Health Block Grant by the Substance Abuse and Mental Health Services Administration (SAMHSA), Center for Mental Health Services, as awarded on:
 - 1.1.1. October 17, 2022, Assistance Listing Number (ALN) 93.958, FAIN B09SM087307;
 - 1.1.2. August 23, 2023, ALN 93.958, FAIN B09SM089203; and
 - 1.1.3. August 7, 2024, ALN 93.958, FAIN B09SM089965.
6. Modify Exhibit C, Payment Terms; Section 3, to add Table C: SFY 2026 & SFY 2027 Deliverables, as follows:

Table C: SFY 2026 & SFY 2027 Deliverables			
Activity/Deliverable	Deliverable Due Date*	Cost Per Deliverable	Total Amounts Not to Exceed
One (1) 3-day, virtual training: CISM: Basic Training	June 2026	• \$8,775 (up to 25 participants max)	\$8,775
One (1) 2-day, in-person training: CISM: Application with Children	June 2026	• \$7,200 (up to 25 participants max)	\$7,200
One (1) 2-day, in-person training: CISM: Advanced Group Crisis Intervention	July 2026	• \$7,200 (up to 25 participants max)	\$7,200
One (1) 2-day, virtual training: CISM: Advanced Group Crisis Intervention	July 2026	• \$5,950 (up to 25 participants max)	\$5,950
One (1) 2-day, in-person training: Workplace Violence	July 2026	• \$7,200 (up to 25 participants max)	\$7,200
One (1) 2-day, virtual training: Workplace Violence	August 2026	• \$5,950 (up to 25 participants max)	\$5,950
One (1) 2-day, in-person training: Grief Following Trauma	August 2026	• \$7,200 (up to 25 participants max)	\$7,200
One (1) 2-day, virtual training: Grief Following Trauma	August 2026	• \$5,950 (up to 25 participants max)	\$5,950
One (1) 2-day, in-person training: Managing School Crises: From Theory to Application	August 2026	• \$7,200 (up to 25 participants max)	\$7,200
One (1) 2-day, virtual training: Managing School Crises: From Theory to Application	August 2026	• \$5,950 (up to 25 participants max)	\$5,950
<i>*Deliverable due dates subject to change as determined by the Department.</i>		TOTAL	\$68,575

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective October 1, 2025, upon Governor and Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

7/8/2025

Date

DocuSigned by:

Katja S. Fox

Name: Katja S. Fox

Title: Director

International Critical Incident Stress Foundation, Inc.

7/2/2025

Date

DocuSigned by:

Richard Barton

Name: Richard Barton

Title: Chief Executive Officer

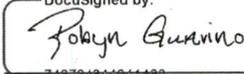
The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

7/11/2025

Date

DocuSigned by:



Name: Robyn Guarino

Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:

Title:

ARC

26



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

Lori A. Weaver
Commissioner

Katja S. Fox
Director

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

September 11, 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, Division for Behavioral Health, to enter into a **Sole Source** amendment to an existing contract with the International Critical Incident Stress Foundation, Inc. (VC# 170457) Ellicott City, Maryland, for the continued provision of Critical Incident Stress Management (CISM) Peer Support trainings for Community Mental Health Center (CMHC) clinicians, Disaster Behavioral Health Response Team members, and other mental health service providers throughout the state, by exercising a contract renewal option by increasing the price limitation by \$87,000 from \$75,150 to \$162,150 and extending the completion date from September 30, 2024 to September 30, 2025, effective October 1, 2024, upon Governor and Council approval. 100% Federal Funds.

The original contract was approved by Governor and Council on January 31, 2024, item #27.

Funds are available in the following account for State Fiscal Year 2025 and are anticipated to be available in 2026, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

05-95-092-922010-41200000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% FEDERAL FUNDS)

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2024	067-500557	Provider Training / Education	92264120	\$36,050	\$0	\$36,050
2025	067-500557	Provider Training / Education	92264120	\$39,100	\$36,850	\$75,950
2026	067-500557	Provider Training / Education	92264120	\$0	\$50,150	\$50,150
			Subtotal	\$75,150	\$87,000	\$162,150

EXPLANATION

This request is **Sole Source** because MOP 150 requires all amendments to agreements originally approved as sole source be identified as sole source. The Contractor is the only vendor able to provide Critical Incident Stress Management trainings as the training materials, approved by the Substance Abuse and Mental Health Services Administration (SAMHSA), are intellectual property of the Contractor. Additionally, the Contractor is the only known vendor able to provide this Train-the-Trainer model, which also utilizes proprietary training materials.

The purpose of this request is for the Contractor to continue providing CISM trainings to targeted audiences identified by the Department. This will include DCYF staff, first responders as well as CMHC clinicians, Disaster Behavioral Health Response Team members, and other mental health service providers throughout the state, as well as increase the number of CISM Peer Support trainings. In addition, 30 individuals will be identified to participate in "train the trainer" model to provide sustainability and ongoing training.

New Hampshire has trained roughly 250 attendees in the CISM courses through September 2024. For the second round of funding, New Hampshire will have 370 training spots available for stakeholders to attend. The Contractor will provide the series of ten (10) CISM trainings as well as provide an additional one (1) two-day, in-person training. CISM trainings are designed to increase local providers' knowledge and skills to assist individuals and groups responding to a critical incident. Trainings address interventions that are matched to the needs of the situation and the recipient populations. Training topics include, but are not limited to, assisting individuals in crisis, group crisis intervention, de-escalation skills for the frontline, interventions with children, and advanced trainings.

The Department will continue monitoring services by reviewing quarterly reports provided by the Contractor.

As referenced in Exhibit A, Revisions to Standard Agreement Provisions, of the original agreement, the parties have the option to extend the agreement for up to three (3) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and Governor and Council approval. The Department is exercising its option to renew services for one (1) year of the three (3) years available.

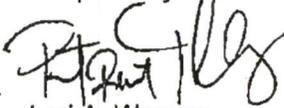
Should the Governor and Council not authorize this request, the Department will be unable to provide the required number of trainings as mandated by SAMSHA and be further limited in its ability to ensure a CISM Train-the-Trainer model is developed and sustained to be prepared to respond to future critical incidents.

Area served: Statewide.

Source of Federal Funds: Assistance Listing Number 93.958, FAIN B09SM089203.

In the event the Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,


Lori A. Weaver
Commissioner

27



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

Lori A. Weaver
Commissioner

Katja S. Fox
Director

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

December 4, 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, Division for Behavioral Health, to enter into a **Sole Source** contract with The International Critical Incident Stress Foundation, Inc.(VC# 170457), Ellicott City, Maryland, in the amount of \$75,150 for the provision of Critical Incident Stress Management Peer Support trainings to Community Mental Health Center (CMHC) clinicians, Disaster Behavioral Health Response Team members, and other mental health services providers throughout the state, with the option to renew for up to three (3)additional years, effective upon Governor and Council approval through September 30, 2024. 100% Federal Funds.

Funds are available in the following account for State Fiscal Years 2024 and 2025, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

05-95-092-922010-41200000 HEAL TH AND SOCIAL SERVICES, HEAL TH AND HUMAN SVCS DEPT, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, MENTAL HEALTH BLOCK GRANT (100% FEDERAL FUNDS)

State Fiscal Year	Class / Account	Class Title	Job Number	Total Amount
2024	067-500557	Provider training / education	92264120	\$36,050
2025	067-500557	Provider training / education	92264120	\$39,100
			Total	\$75,150

EXPLANATION

This request is **Sole Source** because the Contractor is the only contractor able to provide Critical Incident Stress Management Peer Support training. This training is the Contractor's intellectual property and is approved by the Substance Abuse and Mental Health Services Administration (SAMHSA). The Contractor is the only known vendor able to provide the necessary services because they are the only training provider that offers a Train-the-Trainer model, and they use proprietary materials in their trainings.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
Page 2 of 2

The purpose of this request is for the provision of Critical Incident Stress Management Peer Support (CISM) trainings to CMHC clinicians, Disaster Behavioral Health Response Team members, and other mental health services providers across the state in order to increase these providers' capacities to address the community impacts of public health emergencies, mass shootings and other critical incidents. The trainings are designed to not only prepare providers in the event of a crisis, but also to support the Department's goal of developing and sustaining CISM Trainers statewide.

In response to the increased national discourse around mass shootings, the Bipartisan Safer Communities Act (BSCA) (P.L. 117-159) provided funding to all states to strengthen and enhance mental health emergency preparedness and crisis response efforts. Funds must be spent on specific activities, including behavioral health crisis response trainings. The Department's Division for Behavioral Health and Disaster Behavioral Health Response Team collaborated to recommend this collection of SAMHSA approved trainings.

Approximately 214 individuals will be trained during State Fiscal Years 2024 and 2025.

The Contractor will provide a series of ten (10) CISM trainings designed to increase local providers' knowledge and skills with assisting individuals and groups responding to a critical incident. Trainings will address interventions that are matched to the needs of the situation and the recipient populations, and cover topics such as assisting individuals in crisis and group crisis intervention, de-escalation skills for the frontline, interventions with children, and advanced trainings.

The Department will monitor services by reviewing quarterly reports provided by the Contractor.

As referenced in Exhibit A, Revisions to Standard Agreement Provisions, of the attached agreement, the parties have the option to extend the agreement for up three (3) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and Governor and Council approval.

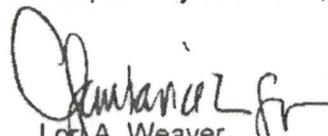
Should the Governor and Council not authorize this request, CMHC clinicians, Disaster Behavioral Health Response Team members, and other mental health services providers across the state will not receive the training necessary to address the community impacts of public health emergencies, mass shootings and other critical incidents. Additionally, the Department will be limited in its ability to ensure a CISM Train-the-Trainer model is developed and sustained in order to be prepared to respond to future critical incidents.

Area served: Statewide.

Source of Federal Funds: Assistance Listing Number #93.958, FAIN #B09SM087307.

In the event that the Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,


Lori A. Weaver
Commissioner