



Lori A. Weaver
Commissioner

Morissa Henn
Deputy Commissioner

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

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DEC 03 2025

October 30, 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, to enter into an educational tuition agreement and to pay said costs in an amount of \$1,800.00 as follows:

Institution:	Saint Anselm College 100 Saint Anselm Dr. Manchester NH 03102
Course Title(s):	Evidenced Based Practice for the Scholarship Nursing Discipline
Course Date(s):	Begin: 01/21/2026 End: 05/12/2026
Employee:	Serena B White
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$2,124.00
State Share:	\$1,800.00
Source of Funds:	Employee Training, 20% Federal, 80% General

EXPLANATION

This education will benefit the Department of Health and Human Services (DHHS) and Serena White by improving the overall effectiveness of the employee's work. Taking the course Evidence-Based Practice for the Scholarship of Nursing Discipline will directly support the mission of the Department of Children, Youth, and Families (DCYF) by enhancing Serena's ability to apply research-informed strategies to improve outcomes for children, families, and communities. In her role as a Public Health Nurse Consultant, she is responsible for promoting the health and well-being of vulnerable populations through program guidance, policy development, and interdisciplinary collaboration. This course will expand Serena's capacity to support DCYF's mission of ensuring protection, development, permanency, and well-being for children by equipping her with advanced tools to evaluate, implement, and improve nursing and public health practices. Completing this course is also part of Serena's longer-term goal of obtaining a Master's of Science in Nursing, with a focus on Leadership and Innovation.

Through the Evidence-Based Practice for the Scholarship of Nursing Discipline course, Serena will gain in-depth knowledge of how to systematically search for, evaluate, and apply current research to inform nursing and public health practices. She will learn how to translate scientific evidence into practical interventions, policies, and recommendations that can be effectively implemented in the field. This course will also strengthen critical thinking skills, clinical inquiry, and scholarly writing—enabling her to support DCYF programs with up-to-date, research-backed solutions that improve health and developmental outcomes for children and families.

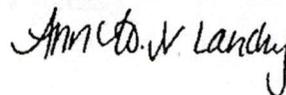
Serena has been in her current role as a Public Health Nurse Consultant with the Department of Children, Youth, and Families (DCYF) for three years. In this position, she serves as a clinical resource within the Foster Care Health Program, supporting the health and well-being of children in out-of-home care by ensuring they receive timely and appropriate health services.

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 23 day of Sept. 2025 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and Serena B. White (hereinafter referred to as the "Recipient"). The State and the Recipient do hereby mutually agree as follows:

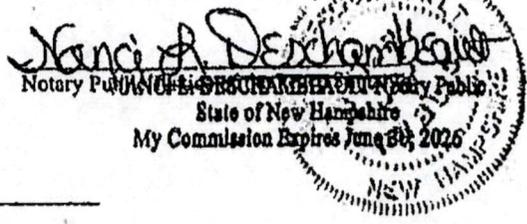
1. The State shall pay to the named institution the sum of \$1800.00, which monies shall be used for the purpose of enrolling the Recipient in: Evidence Based Practice for the scholarship (course name), nursing discipline which course is being offered by: Saint Anselm College and which course shall commence on Jan 21, 2026 and terminate on May 12, 2026.
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 Serena White (signature) Serena White (printed name)

NOTARY State of New Hampshire, County of Carroll :
On this the 23 day of Sept. 2025, before me Nanci Deschambeault Notary Public, personally appeared, Serena White (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.



THE STATE OF NEW HAMPSHIRE
DHHS Commissioner or Designee Signature [Signature]
(printed name, title) ANU H. LANDRY, Assoc. Commissioner
(date) 10/30/25