



Lori A. Weaver  
Commissioner

Morissa Henn  
Deputy Commissioner

49 - 7/8/26

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

129 PLEASANT STREET, CONCORD, NH 03301-3857  
603-271-9200 1-800-852-3345 Ext. 9200  
Fax: 603-271-4912 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

June 15, 2026

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 a **Retroactive** educational tuition agreement and to pay said costs in an amount of \$720.00 as follows, effective retroactive to July 6, 2026, upon Governor and Council approval:

Institution:	NHTI – Concord’s Community College 31 College Drive Concord, NH, 03301
Course Title(s):	Psychology 220C: Human Growth and Development
Course Date(s):	Begin: 07/06/2026 End: 08/29/2026
Employee:	Pauline Doe
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$720.00
State Share:	\$720.00
Source of Funds:	Employee Training: 27.52% Federal, 68.10% General, 4.38% Other

### EXPLANATION

This education will benefit the Department of Health and Human Services (DHHS) and Pauline Doe by strengthening the quality of patient-centered care at New Hampshire Hospital (NHH). This course explores the psychological implications of human growth and development, emphasizing the physical, cognitive, social, emotional, and ethical dimensions in each phase of the life span. This employee will gain knowledge of the major theoretical perspectives of human development, which will help her to support NHH's goals of providing compassionate, evidence-based mental health services. This request is **Retroactive** because the course has a start date of July 6, 2026, and there were administrative delays in processing the educational tuition agreement that prevented the Department from submitting the request to an earlier Governor and Council meeting.

This course, *Psychology 220C: Human Growth and Development: The Life Span*, prepares students to think critically about aspects of human development from childhood through the aging process to death and dying. Pauline will learn more about how people think, feel, and behave, allowing her to more effectively support NHH patients. Furthermore, she will improve her communication, observation, and understanding of human behavior. Completing this course is part of Pauline's pursuit of an Associate of Science degree in Nursing.

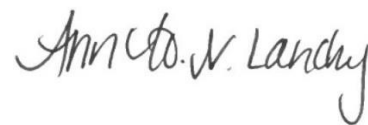
Pauline Doe has been employed with DHHS, New Hampshire Hospital, for the past eight years. She currently holds the title of 31-1133 Psych Aide-2 (Mental Health Worker II). In this position, Pauline supports patients with their daily needs and ensures their safety. She provides mental health support by listening to patients, helping them manage stress and emotions, and encouraging positive coping skills. Pauline also observes and reports any changes in patients' physical and mental condition to the charge nurses.

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 for 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 11 day of 05 2026 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and PAULINE J DOE (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 \$ 720.00 , which monies shall be used for the purpose of enrolling the Recipient in: Psychology 220C GROWTH & DEVELOPMENT (course name), which course is being offered by: NHTI COMMUNITY COLLEGE and which course shall commence on July 6 20 26 and terminate on August 29 20 26 .
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) [Signature] (printed name) Pauline J. Doe

NOTARY State of New Hampshire, County of Merrimack:

On this the 11 day of May, 2026, before me, Ellie Noyes, the undersigned officer, personally appeared, Pauline Doe (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.

[Signature]  
Notary Public/Justice of the Peace Signature

ELIZABETH S. NOYES - Notary Public  
State of New Hampshire  
My Commission Expires August 23, 2028

THE STATE OF NEW HAMPSHIRE

DHHS Commissioner or Designee Signature [Signature]

(printed name, title) Ann H. Landry, Associate Commissioner

(date) 6/15/2026