



**STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR**

CHRISTOPHER T. SUNUNU
Governor

July 21, 2020

Lori Shibinette
Commissioner
New Hampshire Department of Health and Human Services
129 Pleasant Street
Concord, N.H. 03301

Dear Commissioner Shibinette,

Pursuant to my authority under RSA 21-P:43; RSA 4:45; RSA 4:47; and Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, 2020-09, 2020-10, 2020-14, and 2020-15 I have approved your written request, in attachment, to take the following actions related to the CARES Act Coronavirus Relief Funds:

1. Accept and expend funds from the Centers for Disease Control and Prevention (CDC), entitled Epidemiology and Laboratory Capacity (ELC) under the Coronavirus Aid, Relief, and Economic Security Act in the amount of \$53,092,863 budgeted consistent with the information in the request in attachment, effective *retroactive* from January 20, 2020 through June 30, 2021. (100% Federal Funds)
2. Authorize the creation of up to fifteen temporary, full-time positions for laboratory, epidemiology, and administrative purposes, effective through June 30, 2021. (100% Federal Funds)

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Chris T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services



Lori Shlbinette
Commissioner

Lisa M. Morris
Director

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH SERVICES
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July 20, 2020

His Excellency, Governor Christopher T. Sununu
State House
Concord, New Hampshire 03301

**REQUESTED ACTION UNDER RSA 21-P:43; RSA 4:45; RSA 4:47; AND EXECUTIVE
ORDER 2020-04 AS EXTENDED BY EXECUTIVE ORDERS 2020-05, 2020-08, 2020-09,
2020-10, 2020-14 AND 2020-15**

1. Authorize the Department of Health and Human Services, Division of Public Health Services to accept and expend funds from the Centers for Disease Control and Prevention (CDC), entitled Epidemiology and Laboratory Capacity (ELC) under the Coronavirus Aid, Relief, and Economic Security Act in the amount of \$53,092,863 effective retroactive to January 20, 2020 upon your approval through June 30, 2021, and further authorize the allocation of these funds in the accounts below. 100% Federal Funds.
2. Contingent upon approval of Requested Action #1, authorize the Department of Health and Human Services, Division of Public Health Services to create up to fifteen temporary, full-time positions for laboratory, epidemiology and administrative purposes effective upon your approval through June 30, 2021. 100% Federal Funds.

**05-095-090-903010-19010000 HEALTH AND SOCIAL SERVICES, HEALTH AND
HUMAN SVCS DEPT OF, HHS: PUBLIC HEALTH DIVISION, BUREAU OF
LABORATORY SERVICES, ELC CARES COVID-19**

SFY2021 Class/Object	Class Title	Current Authorized Budget	This Request	Adjusted Budget
Revenue				
000-400146	Federal Funds	\$ -	\$ 53,092,863	\$ 53,092,863
	General Funds	\$ -		\$ -
Total Revenue:		\$ -	\$ 53,092,863	\$ 53,092,863
Expense				
010-500100	Personal Services Perm	\$ -	\$ 556,990	\$ 556,990
018-500106	Overtime	\$ -	\$ 500,000	\$ 500,000
019-500109	Holiday Pay	\$ -	\$ 15,000	\$ 15,000
020-500200	Current Expenses	\$ -	\$ 20,920	\$ 20,920
024-500225	Maintenance Other than Build-Grn		\$ 50,000	\$ 50,000
026-500251	Organizational Dues	\$ -	\$ 1,000	\$ 1,000
030-500302	Office Equip & Furn (Replace)	\$ -	\$ 1,222,340	\$ 1,222,340
037-500173	Technology-Hardware	\$ -	\$ 400,000	\$ 400,000
038-500175	Technology-Software	\$ -	\$ 3,674,057	\$ 3,674,057
039-500188	Telecommunications	\$ -	\$ 4,500	\$ 4,500
041-500801	Audit Fund Set Aside	\$ -	\$ 61,057	\$ 61,057
042-500620	Post Retirements Benefits	\$ -	\$ 58,484	\$ 58,484
050-500109	Personal Service - Temp	\$ -	\$ 360,462	\$ 360,462
059-500117	Temp Full Time	\$ -	\$ 1,551,015	\$ 1,551,015
060-500601	Benefits	\$ -	\$ 1,798,432	\$ 1,798,432
066-500543	Employee Training	\$ -	\$ 7,000	\$ 7,000
070-500704	In State Travel Reimb	\$ -	\$ 10,000	\$ 10,000
080-500710	Out of State Travel Reimb	\$ -	\$ 28,000	\$ 28,000
102-500731	Contracts for Program Services	\$ -	\$ 42,373,606	\$ 42,373,606
548-500396	Reagents	\$ -	\$ 400,000	\$ 400,000
Total Expense:		\$ -	\$ 53,092,863	\$ 53,092,863

EXPLANATION

This request is being made to accept the additional grant funds available for SFY 2020 and SFY 2021 to administer the Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases (ELC) under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136. These special ELC Project E funds are to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19). This ELC funding is to rapidly establish and monitor key activities related to COVID-19 in the areas of epidemiology, laboratory and informatics. Monitoring the indicators associated with these activities are intended to assist the State of New Hampshire in making data-driven policy decisions regarding testing, mitigation and prevention efforts. The notice of additional funds awarded was received May 18, 2020.

The funds are to be budgeted as follows:

Class 010	The funds will be used to pay for full time positions.
Class 018	The funds will be used to pay overtime expense.
Class 019	The funds will be used to pay holiday pay.
Class 020	The funds will be used to pay for current expense items.
Class 024	The funds will be used to pay service & maintenance on lab equipment.
Class 026	The funds will be used to pay memberships
Class 030	The funds will be used to pay for equipment.
Class 037	The funds will be used to pay for computer hardware.
Class 038	The funds will be used to pay for computer software.
Class 039	The funds will be used to pay for telecommunications.
Class 041	The funds will be used to pay for audit fund set aside.
Class 042	The funds will be used to pay for post retirement expense.
Class 050	The funds will be used to pay for part time temporary positions.
Class 059	The funds will be used to pay for full time temporary positions.
Class 060	The funds will be used to pay for benefits.
Class 066	The funds will be used to pay for employee training.
Class 070	The funds will be used to pay for in-state travel.
Class 080	The funds will be used to pay for out-of-state travel.
Class 102	The funds will be used to pay for contracts.
Class 548	The funds will be used to pay for reagents.

The following information is provided in accordance with the comptroller's instructional memorandum dated September 21, 1981:

1. List of personnel involved: Approximately 15 Temporary full time positions; 4 Laboratory Scientists, 2 Program Specialist IIIs, 4 Program Specialists IVs, 1 Administrator IV, 1 Business Systems Analyst I, 1 System Development Specialist VI, 1 Public Health Nurse Liaison and 1 Health Promotion Advisor.
2. Nature, Need, and Duration: The positions will provide for the increased needs caused by the COVID-19 public health event. The positions will be needed while the event is ongoing.
3. Relationship to existing agency programs: This is a new public health event.
4. Has a similar program been requested of the legislature and denied? No
5. Why wasn't funding included in the agency's budget request? At the time of budget submission COVID-19 was not a known public health event.
6. Can portions of the grant funds be utilized? All grant dollars are being used for this request.
7. Estimate the funds required to continue this position(s): The positions necessary for this work will not be permanent.

Area served: Statewide

Source of Funds: 100% Federal funds from the Centers for Disease Control.

If Federal Funds become no longer available, General Funds will not be requested to support the program expenditures.

Respectfully submitted,



Lori A. Shibinette
Commissioner

