



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

CHRISTOPHER T. SUNUNU
Governor

September 11, 2020

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

Dear Commissioner Shabinette,

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, 2020-15, 2020-16 and 2020-17 I have approved your written request, in attachment, to take the following actions related to CARES Act Coronavirus Relief Funds:

1. Accept and expend funds from the Centers for Disease Control and Prevention (CDC), entitled Immunization and Vaccines for Children under the Coronavirus Aid, relief, and Economic Security Act in the amount of \$576,526, budgeted consistent with the information in the request in attachment, effective **retroactive** from July 1, 2020 through June 30, 2021. (100% Federal Funds)
2. Authority for the Division of Public Health Services to create up to three temporary, full-time positions for immunizations and vaccine 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 "Christopher T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH SERVICES

Lori A. Shibinette
Commissioner

Lisa M. Morris
Director

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September 8, 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, 2020-15 AND
2020-16**

1. Authorize the Department of Health and Human Services, Division of Public Health Services to **retroactively** accept and expend funds from the Centers for Disease Control and Prevention (CDC), entitled Immunization and Vaccines for Children, under the Coronavirus Aid, Relief, and Economic Security Act in the amount of \$576,526 effective July 1, 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 the approval of Requested Action #1, authorize the Department of Health and Human Services, Division of Public Health Services to create up to three temporary, full-time positions for immunization and vaccine purposes effective upon your approval through June 30, 2021. 100% Federal Funds.

05-95-90-902510-5178-HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF INFECTIOUS DISEASE CONTROL, IMMUNIZATION PROGRAM

SFY2021 Class/Object	Class Title	Current Authorized Budget	This Request	Adjusted Budget
Revenue				
000-404706	Federal Funds	\$ 3,861,541	\$ 576,526	\$ 4,438,067
	General Funds	\$ 561,948		\$ 561,948
Total Revenue:		\$ 4,423,489	\$ 576,526	\$ 5,000,015
Expense				
010-500100	Personal Services Perm	\$ 874,074	\$ -	\$ 874,074
018-500106	Overtime	\$ 1,500	\$ -	\$ 1,500
020-500200	Current Expenses	\$ 51,684	\$ 48,891	\$ 100,575
026-500251	Organizational Dues	\$ 3,500	\$ -	\$ 3,500
030-500302	Equipment	\$ 6,600	\$ 14,802	\$ 21,402
037-500173	Technology-Hardware	\$ 1,000	\$ -	\$ 1,000
038-500175	Technology-Software	\$ 1,000	\$ 35,342	\$ 36,342
039-500188	Telecommunications	\$ 1,600	\$ -	\$ 1,600
041-500801	Audit Fund Set Aside	\$ 2,053	\$ 577	\$ 2,630
042-500620	Post Retirements Benefits	\$ 91,166	\$ -	\$ 91,166
046-500462	Consultants	\$ 100	\$ -	\$ 100
050-500109	Personal Service - Temp	\$ 36,162	\$ -	\$ 36,162
059-500117	Temp Full Time	\$ -	\$ 114,836	\$ 114,836
060-500601	Benefits	\$ 452,896	\$ 87,275	\$ 540,171
066-500543	Employee Training	\$ 500	\$ -	\$ 500
070-500704	In State Travel Reimb	\$ 12,000	\$ 1,150	\$ 13,150
080-500710	Out of State Travel Reimb	\$ 17,600	\$ -	\$ 17,600
102-500731	Contracts for Program Services	\$ 2,156,477	\$ 273,653	\$ 2,430,130
103-502664	Contracts for Op Services	\$ 364,891	\$ -	\$ 364,891
513-500355	Vaccine Purchases	\$ 297,774	\$ -	\$ 297,774
548-500396	Reagents	\$ 50,912	\$ -	\$ 50,912
Total Expense:		\$ 4,423,489	\$ 576,526	\$ 5,000,015

EXPLANATION

This request is being made to accept additional grant funds available for SFY 2021 to administer the New Hampshire Immunization Program under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136. These supplemental funds will support the Department's effort to improve and expand influenza vaccination coverage throughout New Hampshire in an effort to decrease the burden on health care systems during the coronavirus pandemic (COVID-19). The funding will also be instrumental in the development of state-wide plans with key partners for the distribution and administration of anticipated SARS-CoV-2 vaccine(s). Lastly, the funding will provide additional resources to complete the full implementation of a state-wide Immunization Information System (IIS) that will be instrumental in overall vaccine accountability for the anticipated receipt, distribution and administration of the SARS-Co-V2 vaccine(s).

The funds are to be budgeted as follows:

Class 020	The funds will be used to pay for current expense items.
Class 030	The funds will be used to pay for equipment.
Class 038	The funds will be used to pay for computer software.
Class 041	The funds will be used to pay for audit fund set aside.
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 070	The funds will be used to pay for in-state travel.
Class 102	The funds will be used to pay for contracts.

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

1. List of personnel involved: Approximately 3 Temporary full time positions; 1 Systems Development Specialist III, 1 Program Specialist III, and 1 Program Specialist II.
2. Nature, Need, and Duration: The positions will provide for the increased needs caused by the COVID-19 public health event and the Immunization Information System (IIS) implementation. The positions are needed for expanding and improving influenza vaccination coverage, COVID-19 response efforts and for on-going, appropriate IIS staffing levels.
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 and this funding opportunity had not been offered.
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): These positions will be considered for permanent status, based on the needs of the IIS Program area and available federal funding in SFY 2022.

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. Shabinette
Commissioner