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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF LONG TERM SUPPORTS AND SERVICES

Lori A. Weaver  
Commissioner  
  
Melissa A. Hardy  
Director

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August 9, 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 of Long Term Supports to hold an organized meeting on September 25, 2023, at Grappone Conference Center, by conducting a one-day State Health Insurance Assistance Program (SHIP), Medicare Improvements for Patients and Providers Act (MIPPA), Senior Medicare Patrol (SMP) Quarterly Training for a total training cost not to exceed \$4,338.75, upon Governor and Council approval. 100% Federal Funds.

Funds are available in the following accounts for State Fiscal Year 2024:

05-95-48-481010-95650000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: DLTSS-ELDERLY AND ADULT SERVICES, GRANTS FOR SOCIAL SVS PROGRAM, SERVICELINK

State Fiscal Year	Class/Account	Class Title	Job Number	Total Amount
FY24	020-500200	Current Expenses	48130461	\$4,338.75
			<b>Total</b>	<b>\$4,338.75</b>

**EXPLANATION**

This one-day training will be provided to New Hampshire's SHIP/MIPPA/SMP counselors in preparation for the busiest time of year, Medicare Open Enrollment. SHIP/MIPPA/SMP counselors provide unbiased education and assistance to Medicare beneficiaries in reviewing and enrolling in Medicare Part D and Medicare Advantage plans, determining eligibility for Medicare Savings Programs (MSP) and Low-Income Supplement (LIS), and detecting health care errors, fraud, and abuse. This training is focused on providing required educational training for counselors as well as an opportunity to hear from CMS and insurance plan representatives.

Federal Funds: FAIN 90SAPG0087 Assistance Listing Number 93.324, Administration for Community Living.

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

Respectfully submitted,  
  
Lori A. Weaver  
Commissioner

# NH SHIP/MIPPA/SMP Quarterly Training & Open Enrollment Prep

September 25, 2023

Grappone Conference Center

70 Constitution Ave.

Concord, NH 03301

Webster Room

- 8:30 am-9:30am:** Breakfast and networking
- 9:30 am:** Welcome, Goals for the day
- 9:45 am:** Ice Breaker
- 10:00 am:** New Hampshire PDP and MA-PDP options and plan overviews- (representatives from available NH plans)
- 11:30 am:** OEP appointments- phone tree, necessary forms, and more (Medicare Trainer)
- 12:00 pm-1:00 pm:** Lunch
- 1:00 pm:** Marketing complaints (CMS guest speaker)
- 2:00 pm:** Entering PDP and MA-PDP Enrollments in STARS
- 2:30 pm:** OEP Jeopardy! (game to check data entry/enrollment/OEP knowledge)
- 3:00 pm:** Closing statements



**SHIP**  
State Health Insurance  
Assistance Program



**SMP**  
Senior Medicare Patrol



**ServiceLink**  
Aging & Disability Resource Center

**Estimate of Charges**

<b>Account:</b>	NH Department of Health & Human Services	<b>Event Date:</b>	Monday, September 25, 2023
<b>Post As:</b>	New Hampshire Department of Health & Human Services	<b>Contact:</b>	Terri Vineyard
<b>Address:</b>	105 Pleasant Street Concord, NH 03301 UNITED STATES	<b>Phone:</b>	(603) 271-9080
		<b>Email:</b>	terri.l.vineyard@dhhs.nh.gov
		<b>Onsite Contact:</b>	
<b>Method Of Payment :</b>		<b>Booked By:</b>	Jodi Attridge
<b>Folio #:</b>			

Date	Time	Function	Room	Agr	Gtd
Mon, Sep 25	7:30 AM - 8:30 AM	Breakfast Buffet	State Rooms	50	
Mon, Sep 25	8:00 AM - 4:00 PM	Meeting	State Rooms	50	
Mon, Sep 25	12:00 PM - 1:00 PM	Lunch Buffet	State Rooms	50	

<b>Food</b>		Price	Amount
Quantity	Item		
50	Assorted Sodas & Seltzers on Consumption	\$4.00	\$200.00
50	CLASSIC BREAKFAST BUFFET	\$19.00	\$950.00
50	TRADITIONAL DELI BUFFET	\$26.00	\$1,300.00
	<b>Subtotal:</b>		<b>\$2,450.00</b>
	<b>Service Charge 14.00%:</b>		<b>\$343.00</b>
	<b>Taxable Service Charge 6.00%:</b>		<b>\$147.00</b>
	<b>NH State Tax 8.50%:</b>		<b>\$220.75</b>
	<b>Food Total:</b>		<b>\$3,160.75</b>

<b>Function Room Rental</b>		Price	Amount
Quantity	Item		
1	State Rooms	\$800.00	\$800.00
	<b>Subtotal:</b>		<b>\$800.00</b>
	<b>NH State Tax 8.50%:</b>		<b>\$68.00</b>
	<b>Function Room Rental Total:</b>		<b>\$868.00</b>

<b>Audio Visual</b>		Price	Amount
Quantity	Item		
1	- Projector Package	\$215.00	\$215.00
1	- Podium with Microphone	\$35.00	\$35.00
1	- AV Interface Box (House Sound)	\$60.00	\$60.00
	<b>Subtotal:</b>		<b>\$310.00</b>
	<b>Audio Visual Total:</b>		<b>\$310.00</b>

	<b>Check Subtotal</b>	<b>\$3,560.00</b>
	<b>Total Service Charges</b>	<b>\$343.00</b>
	<b>Total Taxable Service Charges</b>	<b>\$147.00</b>
	<b>Total Taxes</b>	<b>\$288.75</b>
	<b>Check Grand Total</b>	<b>\$4,338.75</b>
	<b>Deposit Paid</b>	<b>\$0.00</b>
	<b>Balance Due</b>	<b>\$4,338.75</b>