

APPENDIX II-C

RULEMAKING NOTICE FORM

Notice Number _____ Rule Number Fam 100 various

<p>1. Agency Name & Address:</p> <p>Board of Family Mediator Certification c/o Office of Professional Licensure & Certification 7 Eagle Square Concord, NH 03301</p>	<p>2. RSA Authority: <u>RSA 541-A:16, I(b)</u></p> <p>3. Federal Authority: <u>n/a</u></p> <p>4. Type of Action:</p> <p>Adoption <u>X</u></p> <p>Repeal <u>X</u></p> <p>Readoption _____</p> <p>Readoption w/amendment <u>X</u></p>
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5. Short Title: **Organization and Public Information**

6. (a) Summary of what the rule says and of any proposed amendments including whether the rule implements a state statute for the first time:

The Board of Family Mediator Certification (Board) is proposing to readopt with amendment, adopt, and repeal various parts of Fam 100 as follows:

Fam 102 providing the definition for various terms. The rule is being readopted with amendment to remove the definition of “Administrative Assistant”;

Fam 103.01 describing the Board’s responsibilities. The rule is being readopted with amendment to remove those responsibilities that have been assigned through legislation to the OPLC in RSA 310:6 which became effective July 15, 2023

Fam 103.02 is being readopted with amendment to describe composition of the Board as reflected in RSA 328-C:4, III(a);

Fam 103.04 describes board staff. The rule is being repealed;

Fam 103.04 is being adopted to describe meetings of the Board;

Fam 103.05 is being adopted to describe what the quorum of the Board is as set in RSA 328-C:4, III(c);

Fam 103.06 is being adopted to describe minutes of Board meeting minutes;

Fam 103.07 formerly Fam 103.05 describes the location, mailing address, and telephone number of the Board. The rule is being readopted with amendment to update the location and phone number of the Board and to remove the fax and TTY number as it is described in the OPLC 100 rules;

Fam 104 describes meetings, deliberations, and decisions of the board. The rule is being repealed; and

Fam 104 formerly Fam 105 describes public access to records. The rule is being readopted with amendment to incorporate the process established in Plc 103.01.

6. (b) Brief description of the groups affected:

These rules affect Family Mediators, the Board, and the public.

6. (c) Specific section or sections of state statute or federal statute or regulation which the rule is intended to implement:

Rule	Specific State Statute the Rule Implements
Fam 102.01	RSA 541-A:7
Fam 103.01	RSA 328-C:4-a
Fam 103.02	RSA 328-C:4, I. and II.
Fam 103.04 (repeal)	RSA 541-A:16, I.(a)
Fam 103.04	RSA 328-C:4, III(a) and (b)
Fam 103.05	RSA 328-C:4-a(c)
Fam 103.06	RSA 541-A:16, I(b)
Fam 103.07 (formerly Fam 103.05)	RSA 541-A:16, I.(a)
Fam 104.01 (repeal)	RSA 541-A:16,I.(b)
Fam 104.02 (repeal)	RSA 541-A:16,I.(b)
Fam 104.03 (repeal)	RSA 91-A:2, II.; RSA 541-A:16,I.(b)
Fam 104.01 (formerly Fam 105.01)	RSA 91-A:2, II
Fam 104.02 (formerly Fam 105.02)	RSA 91-A:2, II
Fam 104.03 (formerly Fam 105.03)	RSA 310; RSA 91-A:4

7. Contact person for copies and questions including requests to accommodate persons with disabilities:

Name: **Tina M. Kelley** Title: **Rules Coordinator**

Mailing Address: **Office of Professional Licensure & Certification** Phone #: **(603) 271-2855**

7 Eagle Square Fax#: **None**

Concord, NH 03301

E-mail: **OPLC-Rules@oplcnh.gov**

TTY/TDD Access: Relay NH 1-800-735-2964 or dial 711 (in NH)

8. Deadline for submission of materials in writing or, if practicable for the agency, in the electronic format specified:
Monday, March 31, 2025 at 4:00 p.m.

Fax

E-mail

Other format
(specify):

9. Public hearing scheduled for:

Date and Time: **Thursday, March 20, 2025 at 3:15 p.m.**
Physical Location: **Office of Professional Licensure and Certification
7 Eagle Square
Concord NH 03301**
Electronic Access (if applicable): **n/a**

10. Fiscal Impact Statement (Prepared by Legislative Budget Assistant)

FIS # 25:020, dated 01/29/2025

1. **Comparison of the costs of the proposed rule(s) to the existing rule(s):**
There is no difference in cost when comparing the proposed rules to the existing rules.
Not applicable to Fam 103.04 through Fam 103.06, which are new rules.
2. **Cite the Federal mandate. Identify the impact on state funds:**
No federal mandate, no impact on state funds.
3. **Cost and benefits of the proposed rule(s):**
 - A. **To State general or State special funds:**
None.
 - B. **To State citizens and political subdivisions:**
None.
 - C. **To independently owned businesses:**
None.

11. Statement Relative to Part I, Article 28-a of the N.H. Constitution:

These rules do not violate Part I, Article 28-a of the New Hampshire Constitution. These rules do not mandate or assign this program to any political subdivision in any way.