

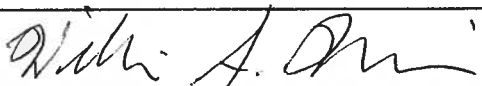
**DISCLOSURE BY NON-ELECTED STATE EMPLOYEE OF FINANCIAL INTEREST
AND DETERMINATION BY APPOINTING AUTHORITY
AS REQUIRED BY G. L. c. 268A, § 6**

RECEIVED
2020 MAR -2 AM 11:27

STATE EMPLOYEE INFORMATION	
Name:	Neil Poirier
Title or Position:	Adjunct Instructor
State Agency:	North Shore Community College
Agency Address:	1 Ferncroft Road, Danvers, MA 01923
Office Phone:	978-762-4000
Office E-mail:	npoirier01@northshore.edu
My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.	
PARTICULAR MATTER	
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter. The particular matter involves a supply vendor relationship between the North Shore Community College, an employer of the Commonwealth of Massachusetts, and Holistic Health Group. Holistic Health Group is contracted to provide Tissue Culture pre-formulated rooting media. Rooting media for tissue culture needs to be made, measuring, mixing several ingredients and correctly adjusting the pH. A prepared rooting medium is recommended for students learning tissue culture induction. My state duties require me to participate in aspects of this matter, including reviewing, advising on, or otherwise participating in discussions or decisions regarding the vendor or the contract.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter. In my role as a non-elected state employee, I may be required to participate in this matter by providing recommendations or advice regarding the vendor or contractual relationship.
FINANCIAL INTEREST IN THE PARTICULAR MATTER	
Write an X by all that apply.	☐ I have a financial interest in the matter. ☐ My immediate family member has a financial interest in the matter. ☐ My business partner has a financial interest in the matter. ☒ I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter.

	☐ I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.
Financial interest in the matter	Please explain the financial interest and include a dollar amount if you know it. I am currently employed by Holistic Health Group, which is the vendor involved in this particular matter. I do not receive any commissions, bonuses, ownership interest, or additional compensation related to the contract or any sales associated with this matter. My compensation from Holistic Health Group is not affected by the outcome of this particular matter, and I receive no financial benefit or loss as a result of any decision made.
Employee signature:	
Date:	2.10.26

DETERMINATION BY APPOINTING OFFICIAL

	APPOINTING AUTHORITY INFORMATION
Name of Appointing Authority:	William A. Heineman
Title or Position:	President
Agency/Department:	North Shore Community College
Agency Address:	One Ferncroft Road Danvers, MA 01923
Office Phone:	978-762-4250
Office E-mail	wheinema@northshore.edu
	DETERMINATION
Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 6, I have reviewed the particular matter and the financial interest identified above by a state employee.
Write an X by your selection.	☐ I am assigning the particular matter to another employee, or ☐ I am assuming responsibility for the particular matter, or ☒ I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the Commonwealth may expect from the employee.
Appointing Authority signature:	
Date:	2/26/2026
Comment:	Decision making for this procurement is at the Dean level, not with this

Attach additional pages if necessary.

adjunct faculty member.