



# State of New Hampshire

DEPARTMENT OF SAFETY  
DIVISION OF ADMINISTRATION  
JAMES H. HAYES BLDG. 33 HAZEN DR. CONCORD, NH 03305  
(603) 223-8000

STEVEN R. LAVOIE, CPA, CGMA  
DIRECTOR OF ADMINISTRATION

## Memo

**To:** The Honorable Representative Karen Umberger,  
Members House Finance Division II

**Fr:** Steven R. Lavoie, Director of Administration *SRL*

**Date:** March 1, 2021

**Re:** Follow-up from House Finance Division II 2/22/21 Meeting

---

### Department of Safety (DOS) Facilities

The Department of Safety (DOS) operates a mix of owned, rental, and leased facilities across the State. The attached DOS Facilities Listing identifies each location and the party responsible for the ongoing maintenance of each facility. There are 19 facilities that are maintained 100% by DOS.

### Full Position Count w/ Funding Sources

A complete list of position counts by Accounting Unit is attached including separate columns for the 23 Trooper positions unfunded during previous biennium and the 50 positions newly unfunded in FY22/23.

### Prioritized Needs Listing

A list of prioritized needs including all 50 unfunded positions and other unfunded needs is attached. The Department requests that these needs be funded in the FY22/23 budget to minimize the impact to public safety services across the State.

### Division of Motor Vehicles (DMV) Listing of Services

The DMV currently offers several services online including scheduling, driver license renewals, driver license duplicates, ticket payment, non-guilty pleas, Motorcycle Rider Training applications, Knowledge and Road Test requests, and a REAL ID Document Checker. All other services are completed using a combination of phone, mail, drop box, and in-person appointments as noted on the attached DMV services by location document.

### Lab Positions and Impact on Services

The NH State Police Forensic Laboratory has 44 authorize FT positions. Nine of these positions are unfunded in the current FY22/23 budget. These positions are required to meet existing demands for services in Toxicology (2 positions), Digital Evidence (2 positions), Pattern Evidence (2 positions), and Evidence Control (2 positions). Turnaround time and backlogs will increase without these roles as will the overall caseload assigned to remaining staff. An unfunded Administrative Supervisor will force Criminalists to complete administrative tasks causing further delays. Overtime will be required to meet regular business needs. Lab services including Pattern Evidence analysis and Digital Evidence analysis may be reduced or eliminated.